



**Regular Meeting of Council  
AGENDA**

**Tuesday, August 12, 2025, 6:30 p.m.**

**Council Chambers**

**City Hall - 200 McIntyre Street East, North Bay, ON**

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- 1. Declaration of Pecuniary Interest and the General Nature Thereof**
- 2. Public Presentations**
- 3. Public Meeting Minutes**  
- Tuesday, July 8, 2025
- 4. Motion for Reconsideration**
- 5. Committee Reports**
  - 5.1 Proposed Zoning By-Law Amendment by Tulloch Engineering on behalf of 2628985 Ontario Inc. - 1650 Main Street West
- 6. Correspondence**
  - 6.1 2026 Budget Schedule  
Prepared by: Laura Boissonneault  
Date of Report: July 23, 2025  
Report No: CORP 2025-060
  - 6.2 Precommitment of 2026 Capital Budget for Patrol Vehicle Procurement  
Prepared by: Laura Boissonneault  
Date of Report: July 24, 2025  
Report No: CORP 2025-072
  - 6.3 Accountability and Transparency By-Law  
Prepared by: Margaret Karpenko  
Date of Report: July 25, 2025  
Report No: CORP 2025-074
  - 6.4 Proposed Condominium application by Tulloch Geomatics Inc. on behalf of Plastruct Canada Inc. – 189 Legault Street, 143 Birchs Road and 0 Birchs  
Prepared by: Beverley Hillier  
Date of Report: July 25, 2025  
Report No: CSBU 2025-047
  - 6.5 Final Approval - Larocque Road Subdivision  
Prepared by: Beverley Hillier and Adam Lacombe

Date of Report: July 30, 2025

Report No: CSBU 2025-052

6.6 Precommitment of 2025 Capital Budget for Water Meter & Radio Tower Upgrades

Prepared by: Daniel Robinson

Date of Report: July 30, 2025

Report No: CORP 2025-073

6.7 Approval of City Assets Eligible for Naming Rights Sponsorship - Community Recreation Centre

Prepared by: Ian Kilgour

Date of Report: July 10, 2025

Report No: CSBU 2025-046

6.8 Capital Variance Report, as at June 30, 2025

Prepared by: Bair Grant

Date of Report: July 28, 2025

Report No: CORP 2025-075

6.9 July 2025 Procurement Award Update

Prepared by: Lori Jackson

Date of Report: July 31, 2025

Report No: CORP 2025-80

6.10 Request for Quote 2025-21, Haulage Roster

Prepared by: Lori Jackson and Scott Franks

Date of Report: August 1, 2025

Report No: CORP 2025-79

6.11 General Variance Year-End Projections, as at June 30, 2025

Prepared by: Sara Gage

Date of Report: July 25, 2005

Report No: CORP 2025-71

6.12 Year-End Water & Wastewater Financial Projection, as at June 30, 2025

Prepared by: Sara Gage

Date of Report: July 28, 2025

Report No: CORP 2025-70

**7. By-Laws for Consideration**

By-Law No. 2025-68, being a by-law to amend By-Law No. 2007-243, Accountability and Transparency Policy.

By-Law No. 2025-69 to rezone certain lands on Main Street West (2628985 Ontario Inc. - 1650 Main Street West).

By-Law No. 2025-70 to designate a Site Plan Control Area on certain lands on Main Street West (2628985 Ontario Inc. - 1650 Main Street West).

By-Law No. 2025-71 to authorize the execution of a Subdivision Agreement

between The Corporation of the City of North Bay and 930018 Ontario Inc. - Larocque Road Subdivision (16 Lots - 1 Block).

By-Law No. 2025-72, being a by-law to assume and establish part of the Public Highway (Bunting Drive) and to amend By-Law No. 2002-133.

**8. Motions**

- 8.1 Support for Making the NORDS Pilot Program Permanent and Expanding Program Eligibility

**9. In-Camera Correspondence**

- 9.1 Closed Minutes
- 9.2 Confidential report from Natalie Rochon dated July 30, 2025 re Appeal to the Ontario Land Tribunal re Litigation including matters before administrative tribunals, affecting the municipality or local boards
- 9.3 Confidential report from Ian Kilgour and Alan Korell dated July 28, 2025 re Proposed acquisition of land by the municipality or local board
- 9.4 Confidential report from Ian Kilgour and Alan Korell dated July 29, 2025 re Proposed acquisition of land by the municipality or local board
- 9.5 Confidential Motion from Councillor Lowery and Councillor Inch re Personal matters about an identifiable individual, including municipal or local board employees
- 9.6 Confidential Motion from Councillor Lowery and Councillor Inch re Personal matters about an identifiable individual, including municipal or local board employees

**10. Giving Notice (Notice of Motion)**

**11. Confirmatory By-Law**

By-Law No. 2025-67 to confirm proceedings of the Regular Meeting of Council held on August 12, 2025.

**12. Adjournment**

## Special Committee Meeting Minutes

**July 8, 2025, 5:30 p.m.**

**Council Chambers**

**City Hall - 200 McIntyre Street East, North Bay, ON**

Members Present: Mayor Chirico, Councillor Horsfield, Councillor Inch, Councillor Mallah, Councillor King, Councillor Lowery, Councillor Bain, Councillor Gardiner, Councillor Vrebosch, Councillor Mayne, Councillor Mitchell

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### **General Government Committee**

GG 2025-05 Report from Margaret Karpenko dated June 4, 2025 re: 2024 Consolidated Financial Statements

Direction: Committee Report be brought forward to Council.

Recess: 6:13 p.m. to 6:30 p.m.

### **Community Services Committee**

#### **Public Meeting Pursuant to *The Planning Act***

CS 2025-04 Report from Peter Carello dated June 25, 2025 re: Proposed Zoning By-Law Amendment by Tulloch Engineering on behalf of FGA Trades Inc. – 2890 Highway 11N

Councillor Mallah read the draft recommendation for the Committee's consideration.

The City Clerk advised that notice of the meeting was given by prepaid first class mail on the 12<sup>th</sup> day of June, 2025, to all owners of property within 120 metres of the subject property and by the posting of a placard on the subject property.

Peter Carello explained the purpose of the proposed Zoning By-Law amendment.

Councillor Mallah asked for public presentations in support of or objecting to the proposed Zoning By-Law amendment.

No Presentations were made.

Direction: Committee Report be brought forward to Council.

### **Infrastructure and Operations Committee**

No Items Addressed.

Special Committee Meeting of Council adjourned at 6:43 p.m.

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Mayor Peter Chirico

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City Clerk Karen McIsaac

**July 8, 2025, 6:30 p.m.****Council Chambers****City Hall - 200 McIntyre Street East, North Bay, ON**

Members Present: Mayor Chirico, Councillor Horsfield, Councillor Inch, Councillor Mallah, Councillor King, Councillor Lowery, Councillor Bain, Councillor Gardiner, Councillor Vrebosch, Councillor Mayne, Councillor Mitchell

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**1. Declaration of Pecuniary Interest and the General Nature Thereof**

- 1.1 Mayor Chirico - Independent Review of Council Member Expenses and Temporary Adjustment to Police Services Board Membership as "the Motion pertains to my position as Mayor."
- 1.2 Councillor Mallah - Resignation of Maurice Switzer from the North Bay-Parry Sound District Health Unit as "the Health Unit is my employer".
- 1.3 Councillor Gardiner - By-Laws for Consideration  
All Three Readings of By-Law 2025-66 as "I own property mentioned in the By-Law."

**2. Public Presentations**

**3. Notice of Suspension of Rules**

**Res. # 2025-237**

Moved by Councillor Inch  
Seconded by Councillor Vrebosch

Pursuant to section 2.2 of the City of North Bay Procedural By-Law 2019-80 that the Council Agenda be reordered to allow the motion re: Installation of the Franco-Ontarian Flag at Leger Square at City Hall in Recognition of the Flag's 50th Anniversary be the first order of business on the Agenda.

Carried

- 3.1 Installation of the Franco-Ontarian Flag at Leger Square at City Hall in Recognition of the Flag's 50th Anniversary

**Res. # 2025-238(a)**

Moved by Councillor Inch  
Seconded by Councillor Vrebosch

WHEREAS 2025 marks the 50th anniversary of the Franco-Ontarian flag, a provincial emblem co-created by Michel Dupuis, a proud North Bay resident, and Professor Gaétan Gervais of Laurentian University;

AND WHEREAS the Franco-Ontarian flag has been officially recognized as an emblem of Ontario since 2001 and was granted equal status to the provincial flag through Bill 182 in 2020;

AND WHEREAS North Bay is home to a vibrant and longstanding francophone community whose cultural, social, and economic contributions have enriched the city's development;

AND WHEREAS the permanent installation of the Franco-Ontarian flag at Léger Square at City Hall would be a meaningful and inclusive gesture, recognizing both the local and provincial significance of the flag;

AND WHEREAS Les Compagnons des francs loisirs, in collaboration with other interested community partners, have expressed their willingness to contribute financially toward the cost of the installation, in recognition that the City may not have the full budget available for new infrastructure at this time;

THEREFORE BE IT RESOLVED THAT Council direct staff to work in coordination with Les Compagnons des francs loisirs, Conseil scolaire public du Nord-Est de l'Ontario, Conseil scolaire catholique Franco-Nord, and other local francophone stakeholders to support the installation of the Franco-Ontarian flag at Léger Square;

AND FURTHER BE IT RESOLVED THAT the installation be completed in time to commemorate the 50th anniversary of the flag and be in place for Franco-Ontarian Day on September 25, 2025.

Carried as amended

**Res. # 2025-238(b)**

Moved by Councillor Inch

Seconded by Councillor Vrebosch

That the second last paragraph of the Motion be deleted and the following inserted in lieu thereof:

Therefore Be It Resolved that Council direct staff to work in coordination with Les Compagnons des francs loisirs and other local francophone stakeholders to support the installation of the Franco-Ontarian flag at Leger Square.

**Record of Vote (Upon the Request of Councillor Horsfield):**

Yeas: Councillors Horsfield, Mitchell, King, Vrebosch Mallah, Mayne, Gardiner, Inch, Lowery, Bain and Mayor Chirico.

Nays: Nil

Carried

**4. Public Meeting Minutes**

**Res. # 2025-239**

Moved by Councillor Mitchell  
Seconded by Councillor Gardiner

That the minutes for the public meetings held on:

- Tuesday June 10, 2025;
- Monday, June 16, 2025; and
- Tuesday, June 17, 2025

be adopted as presented.

Carried

**5. Motion for Reconsideration**

**6. Committee Reports**

6.1 2024 Consolidated Financial Statements

**Res. # 2025-240**

Moved by Councillor Horsfield  
Seconded by Councillor Inch

That General Government Committee Report No. 2025-12  
relating to:

- 2024 Consolidated Financial Statements

be adopted as presented.

**General Government Committee Report No. 2025-12**

July 8, 2025

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

Your Worship and Councillors:

The General Government Committee presents Report No.  
GG 2025-12 and recommends:

“That the Mayor and Chief Financial Officer/Treasurer of The  
Corporation of the City of North Bay be authorized to approve  
the 2024 Consolidated Financial Statements.”

All of which is respectfully submitted.

Carried

6.2 Proposed Zoning By-Law Amendment by Tulloch Engineering on  
behalf of FGA Trades Inc. - 2890 Highway 11 North

**Res. # 2025-241**

Moved by Councillor Mallah  
Seconded by Councillor King

That Community Services Committee Report No. 2025-09 relating to:

- Proposed Zoning By-Law Amendment application by Tulloch Engineering on behalf of FGA Trades Inc. – 2890 Highway 11 North

be adopted as presented.

**Community Services Committee Report No. 2025-09**

July 8, 2025

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

Your Worship and Councillors:

The Community Services Committee presents Report No. CS 2025-09 and recommends:

“That:

1. the proposed Zoning By-law Amendment by Tulloch Engineering on behalf of FGA Trades Inc. – 2890 Highway 11 North in the City of North Bay to rezone the property from an “Industrial Commercial” zone to an “Industrial Commercial Special (MC Sp.)” zone for the property legally described in Appendix to Report to Council No. CSBU 2025-038 by Peter Carello dated June 25, 2025 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.

Carried

**7. Correspondence**

**7.1 Resignation of Maurice Switzer from the North Bay-Parry Sound District Health Unit**

Councillor Mallah declared a conflict on this item, as "the Health Unit is my employer".

**Res. # 2025-242**

Moved by Councillor Horsfield  
Seconded by Councillor Inch

That the resignation of Maurice Switzer from the North Bay-Parry Sound District Health Unit be received and Mr. Switzer be thanked for his involvement on the Board.

Carried



- 7.2 Proposed Zoning By-Law Amendment application by Tulloch Engineering on behalf of 2628985 Ontario Inc. - 1650 Main Street West

**Res. # 2025-243**

Moved by Councillor Mallah  
Seconded by Councillor King

That the proposed Zoning By-Law Amendment application by Tulloch Engineering on behalf of 2628985 Ontario Inc. – 1650 Main Street West be received and referred to the Community Services Committee for a Public Meeting.

Carried

- 7.3 Staff Appointments and Administrative Updates under Building By-Law No. 2018-53

**Res. # 2025-244**

Moved by Councillor Mallah  
Seconded by Councillor King

That Council authorize an amendment to City of North Bay By-Law No. 2018-53, being a By-Law to Regulate the Administration of Building Permits, as amended, as set out in Report to Council CSBU 2025-40 dated June 25, 2025 from Beverley Hillier.

Carried

- 7.4 Recognition Initiative - Agreement with North Bay Sports Hall of Fame

**Res. # 2025-245(a)**

Moved by Councillor Mallah  
Seconded by Councillor King

That Council:

1. direct staff to negotiate an agreement with the North Bay Sports Hall of Fame to achieve a recognition area for Sports Hall of Fame inducted members; and
2. direct staff to include the Recognition Initiative in the 2026 Capital and Operating Budget, as described in Report to Council CSBU-2025-42 dated April 7, 2025 from Ian Kilgour and Melinda Fry, with appropriate cost estimates for Council's consideration during the upcoming budget process.

Carried

**Res. # 2025-245(b)**

Moved by Councillor Vrebosch  
Seconded by Councillor Lowery

That Report to Council CSBU 2025-42 dated April 7, 2025 from Ian Kilgour and Melinda Fry re: Recognition Initiative - Agreement North Bay Sports Hall of Fame be referred to Committee.

Lost

7.5 Resignation of Linda Thomas-Ouellette from the Municipal Accessibility Advisory Committee (MAAC)

**Res. # 2025-246**

Moved by Councillor Horsfield  
Seconded by Councillor Inch

That the resignation of Linda Thomas-Ouellette from the Municipal Accessibility Advisory Committee (MAAC) be received and Ms. Thomas-Ouellette be thanked for her involvement on the Committee.

Carried

7.6 Sponsorship Policy

**Res. # 2025-247**

Moved by Councillor Mallah  
Seconded by Councillor King

That Council adopt the Sponsorship Policy, attached as Schedule "A" to Report to Council CSBU 2025-24 dated June 23, 2025 from Ian Kilgour.

Carried

7.7 CO-OP 2025-75 Freshwater Pool Docking System for Birchaven Cove

**Res. # 2025-248**

Moved by Councillor Mallah  
Seconded by Councillor King

That Council:

1. approve the award of a contract to EZ Dock Ontario Inc. in the amount of \$114,990.57 (plus HST), for the provision of a freshwater pool docking system; and
2. authorize the transfer of funds to the project, as outlined in Report to Council CORP 2025-69 dated June 27, 2025 from Lori Jackson and Ian Kilgour.

Carried

7.8 2025 Community Safety and Well-Being Plan Supplement

**Res. # 2025-249(a)**

Moved by Councillor Mallah  
Seconded by Councillor King

That the "2025 Community Safety and Well-Being Plan Supplement", attached to Report to Council CSBU-2025-41 dated June 25, 2025 from Brent Kalinowski, be adopted.

Carried as amended

**Res. # 2025-249(b)**

Moved by Councillor Vrebosch  
Seconded by Councillor Mallah

That the resolution be amended by adding the following:

"and that a public presentation be made to allow the community to see and hear the Report."

Carried

7.9 Cost Share Agreement - Terrace Management Inc.

**Res. # 2025-250**

Moved by Councillor Mallah  
Seconded by Councillor King

That:

1. Council authorize the Mayor and City Clerk to execute the Cost Share Agreement between The Corporation of the City of North Bay and Terrace Management Inc.; and
2. an execution by-law be brought forward for three (3) readings at the Regular Meeting of Council on July 8, 2025.

Carried

**8. By-Laws for Consideration**

Councillor Gardiner declared a conflict on this item. All Three Readings of By-Law 2025-66 as "I own property mentioned in the By-Law."

**Res. # 2025-251**

Moved by Councillor Mallah  
Seconded by Councillor King

That the following by-law(s) be read a first and second time:

By-Law No. 2025-61 to stop up, close and convey a Part of McKenzie/Robarts Avenue Road Allowance designated as Part 3, on Plan 36R-15359, in the City of North Bay and to repeal By-Law No. 2025-30.

By-Law No. 2025-62, being a by-law to amend By-Law No. 2018-53, a by-law to regulate the administration of building permits.

By-Law No. 2025-63 to rezone certain lands on Highway 11 North (FGA Trades Inc. - 2890 Highway 11 North).

By-Law No. 2025-64 to designate a Site Plan Control Area on certain lands on Highway 11 North (FGA Trades Inc. - 2890 Highway 11 North).

By-Law No. 2025-65 to authorize the execution of a Cost Sharing Agreement between The Corporation of the City of North Bay and Terrace Management Inc. relating to Sidewalk Construction and Associated Infrastructure - Cartier Street.

Carried

### **Res. # 2025-252**

Moved by Councillor Mallah

Seconded by Councillor King

That the following by-law(s) be read a third time and passed:

By-Law No. 2025-61 to stop up, close and convey a Part of McKenzie/Robarts Avenue Road Allowance designated as Part 3, on Plan 36R-15359, in the City of North Bay and to repeal By-Law No. 2025-30.

By-Law No. 2025-62, being a by-law to amend By-Law No. 2018-53, a by-law to regulate the administration of building permits.

By-Law No. 2025-63 to rezone certain lands on Highway 11 North (FGA Trades Inc. - 2890 Highway 11 North).

By-Law No. 2025-64 to designate a Site Plan Control Area on certain lands on Highway 11 North (FGA Trades Inc. - 2890 Highway 11 North).

By-Law No. 2025-65 to authorize the execution of a Cost Sharing Agreement between The Corporation of the City of North Bay and Terrace Management Inc. relating to Sidewalk Construction and Associated Infrastructure - Cartier Street.

Carried

### **Res. # 2025-253**

Moved by Councillor Mallah

Seconded by Councillor King

That the following by-law be read a first and second time:

By-Law No. 2025-66 to designate certain lots on a Plan of Subdivision that has been registered for eight years or more as deemed not to be lots on a Registered Plan of Subdivision (1060 McIntyre Street West).

Carried

**Res. # 2025-254**

Moved by Councillor Mallah  
Seconded by Councillor King

That the following by-law be read a third time and passed:

By-Law No. 2025-66 to designate certain lots on a Plan of Subdivision that has been registered for eight years or more as deemed not to be lots on a Registered Plan of Subdivision (1060 McIntyre Street West).

Carried

**9. Motions**

**9.1 Transparency and Accountability By-Law**

**Res. # 2025-255**

Moved by Councillor Mitchell  
Seconded by Councillor Gardiner

Whereas to ensure transparency and accountability with respect to the expenses of Council be it resolved that:

1. Staff be directed to bring forward a Transparency and Accountability By-Law which will facilitate online disclosure, on a quarterly and annual basis, which will itemize Council Members' expenses. The report will include detailed transactions, including payee, date paid, amount, and a general description of the nature of the expense as it relates to City business; and
2. that such a By-Law be in front of Council for their consideration no later than the first Council/Committee meeting in September 2025 and the By-Law be retroactive to this term of Council.

Carried

**9.2 Independent Review of Council Member Expenses and Temporary Adjustment to Police Services Board Membership**

Mayor Chirico declared a conflict on this item, as "the Motion pertains to my position as Mayor."

**Recess was requested by Councillor Mallah to allow time to review the amendments that were made to the Motion: 7:36 p.m. to 7:52 p.m.**

**Res. #2025-256(a)**

Moved by Councillor Lowery  
Seconded by Councillor Inch

***The following Motion was read into Council and after debate the Motion was withdrawn by the mover and seconder. No Vote was taken.***

Whereas transparency, accountability, and ethical conduct are fundamental principles of City Council and essential to maintaining public confidence;

And Whereas all members of Council are subject to a Council Code of Conduct and have a duty to uphold the integrity of the institution and include (but not limited to):

- Members must be seen to serve their constituents in a conscientious and diligent manner;
- Members must be committed to performing to performing their functions with Integrity, avoiding improper use of influence of their office, and conflicts of interest;
- Members are expected to perform their duties in office and arrange their private affairs, in a manner that promotes public confidence that will bear close public scrutiny.

Therefore Be It Resolved that:

1. The City of North Bay retain an independent auditing firm with forensic experience to conduct a review the Mayor's expenses and business development opportunities to ensure compliance with applicable rules, policies, and best practices;
2. That the scope of the review include the matter of the Mayor's expenses as identified in the KPMG audit, including:
  - an examination of the process by which the expenses were approved or overridden;
  - clarification of the roles and responsibilities of City staff involved in authorizing or processing reimbursements;
  - and an opinion on whether any aspect of the conduct warrants further review by appropriate oversight or law enforcement agencies;
3. That a summary of the findings be presented in a future General Government committee of Council and provide members of the public and opportunity to ask questions;
4. That a sub-committee of council be struck to examine the procedural by-law to refine the parameters whereby an in-camera meeting can be conducted;
5. That, as a precautionary and good governance measure, and in the interest of maintaining public trust in police oversight, Mayor Peter Chirico be respectfully asked to temporarily step aside from the North Bay Police Services Board until the completion of the independent review and the findings have been brought forward to Council.

Be it further resolved that this temporary adjustment not be interpreted as a presumption of wrongdoing, but rather a proactive step to protect the integrity of the City's institutions

and reassure the public of Council's commitment to open and accountable government.

**Res. # 2025-256(b)**

Moved by Councillor Vrebosch

Seconded by Councillor Lowery

That the Motion be amended as follows:

1. That paragraph one of the Motion be amended by adding the following words after forensic experience

"where the Partner has not participated in City audits in the last ten years".

2. Paragraph 3 of the Motion be deleted and the following inserted in lieu thereof:

"That no individual who had any involvement - direct or indirect - in the approval, reporting, authorization, or oversight of the Mayor's spending shall participate in the procurement process for the selection of the external auditing firm. This includes, but is not limited:

- The Mayor
- The Chief Administrative Officer
- The Chief Financial Officer
- The City Solicitor
- The current external audit partner"

3. That paragraph 5 of the Motion be deleted together with paragraph starting with the words "be it further resolved that this temporary adjustment" and the following be inserted in lieu thereof:

"That no member of council shall engage in meetings or communications with the audit firm, save and except during the interview process."

**Record of Vote (Upon the Request of Councillor Vrebosch):**

Yeas: Councillors Vrebosch, Lowery, Inch.

Nays: Councillors Mitchell, Mallah, King, Gardiner, Bain, Mayne and Deputy Mayor Horsfield.

Lost

**10. In-Camera Correspondence**

**Res. # 2025-257**

Moved by Councillor Horsfield

Seconded by Councillor Inch

That Council adjourn in-camera pursuant to section 239.(2) of the *Municipal Act, 2001*, as amended at 8:39 p.m. for the following reasons:

Item #9.2, personal matters about an identifiable individual, including municipal or local board employees; and

Item #9.3, litigation affecting the municipality, advice that is subject to solicitor-client privilege, including communications necessary for that purposes, and a proposed acquisition of land by the municipality.

Carried

**Res. # 2025-258**

Moved by Councillor Gardiner

Seconded by Councillor Bain

That Council reconvene at 8:56 p.m.

Carried

10.2 Confidential report from Karen McIsaac dated June 25, 2025 re Personal matters about an identifiable individual, including municipal or local board employees

***Councillor Mallah declared a conflict of interest as "the Health Unit is my employer".***

**Res. # 2025-259**

Moved by Councillor Horsfield

Seconded by Councillor Inch

That Council direct the City Clerk to advertise for the vacancy on the North Bay Parry Sound District Health Unit Board for a term to expire November 14, 2026.

Carried

**11. Giving Notice (Notice of Motion)**

**12. Confirmatory By-Law**

**Res. # 2025-260**

Moved by Councillor Gardiner

Seconded by Councillor Bain

That the following by-law be read a first and second time:

By-Law No. 2025-60 to confirm proceedings of the Regular Meeting of Council held on July 8, 2025.

Carried

**Res. # 2025-261**

Moved by Councillor Gardiner

Seconded by Councillor Bain

That the following by-law be read a third time and passed:

By-Law No. 2025-60 to confirm proceedings of the Regular Meeting of Council held on July 8, 2025.

Carried



### **13. Adjournment**

#### **Res. # 2025-262**

Moved by Councillor Gardiner

Seconded by Councillor Bain

That this Regular Meeting of Council do now adjourn at 8:57 p.m.

Carried

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Mayor Peter Chirico

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City Clerk Karen McIsaac

## **Community Services Committee Report No. 2025-10**

August 12, 2025

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

Your Worship and Councillors:

The Community Services Committee presents Report No. CS 2025-10 and recommends:

1. "That the proposed Zoning By-Law Amendment by Tulloch Engineering on behalf of the property owner, 2628985 Ontario Inc., to rezone the property from a "General Industrial (M2)" zone to an "Industrial-Commercial Special (MC Sp.)" zone for the property legally described in Appendix A to Report to Council No. CSBU 2025-044 dated July 25, 2025, from Peter Carello be approved; and
2. that 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.

**Subject:** Report from Laura Boissonneault dated July 23, 2025 re 2026 Budget Schedule

**File No.**

**Res.** 2025 - \_\_\_\_\_

**Moved by Councillor:** \_\_\_\_\_

**Seconded by Councillor:** \_\_\_\_\_

That Report to Council CORP 2025-060 dated July 23, 2025 from Laura Boissonneault re 2026 Budget Schedule be received and referred to the General Government Committee.

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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-2025-060

Date: July 23, 2025

Originator: Laura Boissonneault

Business Unit: Corporate Services

Department: Financial Services Department

Subject: 2026 Budget Schedule

Closed Session: yes ☐ no ☒

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### Recommendation

That Report to Council CORP 2025-060 dated July 23, 2025, from Laura Boissonneault be received and referred to the General Government Committee.

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### Background

The City's annual budget process includes the completion and approval of the following:

- Water and Wastewater Operating Budget
- Water and Wastewater Rates
- User Fees
- General Operating Budget
- Capital Budget for General, Water and Wastewater with 10-Year forecast
- Municipal portion of Service Partner Budgets

To facilitate the completion of the 2026 Budget Process, a budget schedule has been developed, and milestone dates are being provided to Council for information purposes.

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### Financial/Legal Implications

There are no financial or legal implications.

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### Corporate Strategic Plan

- |                                                                           |                                                  |
|---------------------------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Natural North and Near                           | <input type="checkbox"/> Economic Prosperity     |
| <input checked="" type="checkbox"/> Affordable Balanced Growth            | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government |                                                  |

### Specific Objectives

- Explore opportunities to reduce the costs of government service delivery, including shared services and new technologies
- Develop a practice of communications and engagement that ensures that residents are aware of and understand what City Hall is doing
- Ensure the efficient and effective operations of the city, with consideration to the impact of decisions on the property tax rate
- Ensure that Council and staff have a shared perception of goals

---

### Options Analysis

The 2026 Budget Schedule has been established based on the overall objective of having the process completed and 2026 Budgets approved by December 31<sup>st</sup>,

2025. Milestone dates for the completion of key components of the 2026 Budget Process are as follows:

- October 14                    ***Reports to Council – Refer to Committee***  
2026 User Fees Report to Council  
2026 Water & Wastewater Operating Budget Report to Council  
2026 Water & Wastewater Calculated Rates Report to Council
- October 29, 30,  
    & November 3            ***Special Committee Meetings - Discussions***  
Water & Wastewater Operating Budget  
Water and Wastewater Rates
- November 10                ***Regular Council Meeting - Refer to Committee***  
2026 Operating Budget Report to Council  
2026 Capital Budget Report to Council
- November 12                ***Special Committee Meeting – Public Meetings***  
Water and Wastewater Rates  
User Fees
- November 25                ***Regular Council Meeting – Approvals***  
2026 Water & Wastewater Operating Budget Approved  
2026 Water & Wastewater Rates Approved  
2026 User Fees Approved
- November 26, 27,  
    & December 1            ***Special Committee Meetings - Operating Discussions***  
2026 Operating Budget
- December 2                 ***Special Committee Meeting – Capital Discussions***  
2026 Capital Budget with 10-year forecast
- December 3, 4              ***Special Committee Meetings – Combined Discussions***  
Combined 2026 Operating Budget and 2026 Capital Budget
- December 11                ***Special Council Meeting - Approvals***  
2026 Capital Budget Approved  
2026 Operating Budget Approved

It is possible that amendments to the schedule may be required, and if so all changes will be in accordance with the provisions of notice periods. Any changes to the schedule will be reported on the City of North Bay website and Council Agenda.

Note all meetings will be held in the City’s Council Chambers.

### **Public Consultation**

Suggestions will be received electronically until October 27<sup>th</sup>, 2025. Submissions can be sent through the 2026 Budget webpage or emailed to: [2026Budget@northbay.ca](mailto:2026Budget@northbay.ca).

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## **Financial/Legal Implications**

Regarding the Strong Mayor's Power, Bill 3 and O. Reg. 530/22 grants the Mayor, as head of Council, powers related to proposing the annual budget and initiating in-year budget amendments. Under O. Reg. 530/22, the Mayor is required to propose the budget by February 1. Strong Mayors may choose to direct city administration to bring a budget in line with previous direction of City Council under the authority of the Mayor. To delegate to administration, the head of council must provide written documentation of the direction.

Communication has been provided by the Mayor of the City of North Bay to delegate the budget process to City administration to bring forward a budget in line with previous direction of City Council. Mayoral decisions are posted on the City Website and can be found at <https://northbay.ca/city-government/mayor-council/office-of-the-mayor/strong-mayor-powers/>.

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## **Recommendation**

That Report to Council CORP 2025-060 dated July 23, 2025, from Laura Boissonneault be received and referred to the General Government Committee.

---

Respectfully submitted,

Name: Laura Boissonneault, CPA, CGA, PCP

Title: Director, Financial Services / Deputy Treasurer

## **I concur with this report and recommendation**

Name: Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Name: John Severino, P.Eng., MBA

Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Laura Boissonneault, CPA, CGA, PCP

Title: Director, Financial Services / Deputy Treasurer

## 6.2

North Bay, ON

August 12, 2025

**Subject:** Report from Laura Boissonneault dated July 24, 2025 re Precommitment of 2026 Capital Budget for Patrol Vehicle Procurement

**File No.****Res.** 2025 - \_\_\_\_\_**Moved by Councillor:** \_\_\_\_\_**Seconded by Councillor:** \_\_\_\_\_

That City Council approve the precommitment to the 2026 General Capital Budget, as outlined in Report to Council CORP 2025-072 dated July 24, 2025 from Laura Boissonneault.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict \_\_\_\_\_

Endorsement of Chair \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

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Record of Vote (*Upon Request of Councillor* \_\_\_\_\_)

Signature of Clerk \_\_\_\_\_

## City of North Bay Report to Council

Report No: CORP-2025-072

Date: July 24, 2025

Originator: Laura Boissonneault

Business Unit: Corporate Services

Department: Financial Services Department

Subject: Precommitment of 2026 Capital Budget for Patrol Vehicle Procurement

Closed Session: yes ☐ no ☒

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### Recommendation

That City Council approves the precommitment to the 2026 General Capital Budget as outlined in Report to Council CORP 2025-072, dated July 24, 2025, from Laura Boissonneault.

---

### Background

Recent trends in the fleet industry indicate significantly extended lead times for patrol vehicles, particularly those requiring police packages and aftermarket outfitting (e.g., lights, sirens, communication systems, prisoner transport equipment). As per North Bay Police Services, current manufacturer lead times for these vehicles are averaging 8 to 10 months from the time of order to delivery.

Factors contributing to the extended timelines include:

- Manufacturer production constraints due to limited allocation of police-package vehicles.
- Ongoing supply chain disruptions, particularly for critical components such as microchips, emergency lighting systems, and upfitting equipment.
- Limited vendor capacity for installation of specialized equipment, which adds another 3–4 months post-delivery.
- The Minister of Finance has approved a temporary waiver on tariffs for certain goods imported to Canada to October 15, 2025, if they are used by law enforcement agencies. Orders placed after this date may not qualify, potentially increasing both cost and processing time.

---

### Financial/Legal Implications

The North Bay Police Services is requesting a precommitment of 2026 capital funding up to **\$240,000** in order to place purchase orders by September 2025 for preplanned 2026 vehicles. This timeline is critical to:

- Avoid potential cost increases related to tariffs and policy changes
- Ensure timely build slots and factory allocation
- Meet delivery and deployment targets by mid-2026
- Maintain continuity of public safety operations and vehicle rotation schedules

This precommitment will allow North Bay Police Services to secure vehicles within the necessary procurement window while aligning with the 2026 capital plan.



Annually as part of the Police Capital request there is an on-going project in the amount of approximately \$1.6 million (Project No. 6866PD – North Bay Police Services 2025 On-going) to cover such items as fleet renewal. The request for preapproval of a portion of this annual amount is reasonable given the order delays and potential cost mitigation. Furthermore, the City's 2025 approved Capital Budget was balanced for 2026 as such there would be sufficient funding anticipated in 2026 to provide for this precommitment.

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### **Corporate Strategic Plan**

- |                                                                |                                                  |
|----------------------------------------------------------------|--------------------------------------------------|
| <input checked="" type="checkbox"/> Natural North and Near     | <input type="checkbox"/> Economic Prosperity     |
| <input checked="" type="checkbox"/> Affordable Balanced Growth | <input type="checkbox"/> Spirited Safe Community |
| <input type="checkbox"/> Responsible and Responsive Government |                                                  |

### **Specific Objectives**

- Ensure the efficient and effective operations of the city, with consideration to the impact of decisions on the property tax rate

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### **Options Analysis**

**Option 1:** Authorize the precommitment of 2026 Capital Budget funds

This option will allow North Bay Police Services to maintain operations and implement the intended 2026 capital plan. This option is recommended.

**Option 2:** Not Authorize the precommitment of 2026 Capital Budget funds

Without the authorization there is risk North Bay Police Services may not be able to fulfil the planned 2026 capital requirements. This may cause operational issues and increase costs to the City. This option is not recommended.

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### **Recommended Option**

That City Council approves the precommitment to the 2026 General Capital Budget as outlined in Report to Council CORP 2025-072, dated July 24, 2025, from Laura Boissonneault.

---

Respectfully submitted,

Name: Laura Boissonneault, CPA, CGA, PCP

Title: Director, Financial Services / Deputy Treasurer

### **I concur with this report and recommendation**

Name: Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Name: John Severino, P.Eng., MBA

Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Laura Boissonneault, CPA, CGA, PCP

Title: Director, Financial Services / Deputy Treasurer

**Subject:** Report from Margaret Karpenko dated July 25, 2025 re Accountability and Transparency

**File No.**

**Res.** 2025 - \_\_\_\_\_

**Moved by Councillor:** \_\_\_\_\_

**Seconded by Councillor:** \_\_\_\_\_

That Council approve an amendment to By-Law 2007-243, being a By-Law to Adopt the Accountability and Transparency Policy, as outlined in Report to Council CORP 2025-074 dated July 25, 2025 from Margaret Karpenko.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict \_\_\_\_\_

Endorsement of Chair \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

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Record of Vote (*Upon Request of Councillor* \_\_\_\_\_)

Signature of Clerk \_\_\_\_\_

## **City of North Bay Report to Council**

Report No: CORP-2025-074

Date: July 25, 2025

Originator: Margaret Karpenko

Business Unit:

Corporate Services

Department:

Financial Services Department

Subject: Amendment to City of North Bay By-Law 2007-243 being a By-Law to adopt the Accountability and Transparency Policy

Closed Session: yes ☐ no ☒

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### **Recommendation**

That Council approve an amendment to By-Law 2007-243 being a By-Law to Adopt the Accountability and Transparency Policy as outline in Report to Council COPR 2025-074, dated July 25, 2025, by Margaret Karpenko.

---

### **Background**

On July 8, 2025, Council passed resolution 2025-255 which stated:

"Whereas to ensure transparency and accountability with respect to the expenses of Council be it resolved that:

1. Staff be directed to bring forward a Transparency and Accountability By-Law which will facilitate online disclosure, on a quarterly and annual basis, which will itemize Council Members' expenses. The report will include detailed transactions, including payee, date paid, amount, and a general description of the nature of the expense as it relates to City business; and
2. that such a By-Law be in front of Council for their consideration no later than the first Council/Committee meeting in September."

The current by-law outlines that Section 270 of the Municipal Act, 2001, as amended (the "Act") requires that all municipalities adopt and maintain a policy with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the

public.

Section i) Financial Matters shall be amended to include the following provision:

Add item 9. Council Members' expenses – shall be reported on both a quarterly and annual basis. These reports will include detailed transaction level information, specifying the payee, date of payment, amount and a general description of the nature of the expense as it relates to City business.

The quarterly transaction details will be made publicly available on the City's website under the Mayor & Council page. The annual summary report will be presented through a report to council and subsequently posted on the City's website.

Upon approval of the by-law, the City will retroactively publish detailed expense transactions dating back to the beginning of the current term of council.

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### **Financial/Legal Implications**

No financial or legal implications since is a report change.

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### **Corporate Strategic Plan**

- |                                                                           |                                                  |
|---------------------------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Natural North and Near                           | <input type="checkbox"/> Economic Prosperity     |
| <input type="checkbox"/> Affordable Balanced Growth                       | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government |                                                  |

### **Specific Objectives**

- Develop a practice of communications and engagement that ensures that residents are aware and understand what City Hall is doing
- Ensure continuous improvement of governance and administration

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### **Options Analysis**

Option 1: That Council approve the amendment to By-Law 2007-243 as outlined in Report to Council CORP 2025-074.

This is the recommended option.

Option 2: That Council does not approve the amendment to By-Law 2007-243 as outlined in Report to Council CORP 2025-074.

This is not the recommended option.

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**Recommended Option**

That Council approve an amendment to By-Law 2007-243 being a By-Law to Adopt the Accountability and Transparency Policy as outline in Report to Council COPR 2025-074, dated July 25, 2025, by Margaret Karpenko

---

Respectfully submitted,

Name: Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

**I concur with this report and recommendation**

Name: John Severino, P.Eng., MBA

Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Laura Boissonneault, CPA, CGA, PCP

Title: Director, Financial Services / Deputy Treasurer

**THE CORPORATION OF THE CITY OF NORTH BAY**

**BY-LAW NO. 2007-243**

**BEING A BY-LAW TO ADOPT THE  
ACCOUNTABILITY AND TRANSPARENCY POLICY**

**WHEREAS** section 270.(1)(5) of the *Municipal Act, 2001*, as amended, provides that every municipality shall adopt and maintain policies with respect to accountability and transparency;

**AND WHEREAS** Council passed Resolution 2007-800 at its Meeting held on Monday, December 3, 2007, authorizing that the Policy for Accountability and Transparency be adopted.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF  
NORTH BAY HEREBY ENACTS AS FOLLOWS:**

1. That the Policy for Accountability and Transparency attached as Schedule "A" hereto is hereby adopted.
2. This by-law shall take force and effect upon being passed.

READ A FIRST TIME IN OPEN COUNCIL THIS 17<sup>TH</sup> DAY OF DECEMBER, 2007.

READ A SECOND TIME IN OPEN COUNCIL THIS 17<sup>TH</sup> DAY OF DECEMBER, 2007.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 17<sup>TH</sup> DAY OF DECEMBER, 2007.

  
\_\_\_\_\_  
MAYOR VICTOR FEDELI

  
\_\_\_\_\_  
CITY CLERK CATHERINE CONRAD

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The Corporation of The City of North Bay

<b>POLICIES AND PROCEDURES</b>	<b>APPROVED: DECEMBER 3, 2007 (RESOLUTION NO. 2007-800)</b>
	SUBJECT:  ACCOUNTABILITY AND <b>TRANSPARENCY POLICY</b>

**PURPOSE**

Section 270 of the *Municipal Act, 2001*, as amended (the “Act”) requires that all municipalities adopt and maintain a policy with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public.

The purpose of this policy is to provide guidance for the delivery of the municipality’s activities and services in accordance with the principles as outlined herein. This policy has been developed in accordance with the Act to comply with section 270.

**DEFINITIONS**

- i) **“Accountability”** – the principle that the municipality will be responsible to its stakeholders for decisions made and policies implemented, as well as its actions or inactions.
- ii) **“Transparency”** – the principle that the municipality actively encourages and fosters stakeholder participation and openness in its decision making processes. Additionally, transparency means that the municipality’s decision making process is open and clear to the public.

**POLICY STATEMENT**

The Council of The Corporation of the City of North Bay acknowledges that it is responsible to provide good government for its stakeholders in an accountable and transparent manner by:

- Encouraging public access and participation to ensure that decision making is responsive to the needs of its constituents and receptive to their opinions;
- Delivering high quality services to our citizens; and
- Promoting the efficient use of public resources.

Accountability, transparency and openness are standards of good government that enhance public trust. They are achieved through the municipality adopting measures ensuring, to the best of its ability, that all activities and services are undertaken utilizing a process that is open and accessible to its stakeholders. In addition, wherever possible, the municipality will engage its stakeholders throughout its decision making process which will be open, visible and transparent to the public.

## **POLICY REQUIREMENTS**

The principles of accountability and transparency shall apply equally to the political process and decision making and to the administrative management of the municipality.

### **i) Financial Matters**

The municipality will be open, accountable and transparent to its stakeholders in its financial dealings as required under the Act. Some examples of how the municipality provides such accountability and transparency are as follows:

1. Financial Information Returns – filed annually with the Ministry of Municipal Affairs and Housing. The returns are also received by Council. Notice of their availability is given to the public. Information is also available on the City's website (2000 to current).
2. External Audits – completed on an annual basis. These audits are completed by independent accredited Chartered Accountants.
3. Reporting and Statements.
4. Long Term Financial Plan – adopted by Council in October 2005 and reviewed at the beginning of each Council's term of office.
5. Asset Management
6. Purchasing By-law No. 2004-196
7. Policies for Sale of Land – included in the City's Procedure By-law.
8. Public Budget Process – annually, through a series of public meetings.

### **ii) Internal Governance**

The municipality's corporate administrative practices ensure specific accountability on the part of its employees through the following initiatives:

1. Municipal Code of Ethics – approved by Council on October 18, 2004 (Resolution No. 2004-718).
2. Hiring Policies – adopted by Council on October <>, 2007.
3. Workplace Health and Safety Policy – approved January 5, 2007
4. Administrative Policies and Procedures, including the following:
  - (i) Vacation Policy – Permanent Full Time Employee Group (Non-Union)
  - (ii) Attendance Management Program – All Employees
  - (iii) Temporary Assignments to Management – Non-Union Positions
  - (iv) Overtime / Lieu Time Policy for Non-Union and Contract Employees
  - (v) Training & Development Policy
  - (vi) Discrimination & Harassment Policy
  - (vii) Employee Discipline Policy
  - (viii) Take Our Kids To Work Policy
  - (ix) Driver's Licence Verification Policy
  - (x) Smoke Free Workplace (All Employees and Visitors) – this policy, approved on April 29, 2003, conforms with the Provincial Smoking in the Workplace Act and the City of North Bay By-law No. 2003-05.
  - (xi) Personal Use of City Vehicles
  - (xii) Financing Lease Policy
  - (xiii) Release of Information Policy – Tax & Water Department
  - (xiv) Information Technology Use Policy
  - (xv) Vehicle No Idling Policy
  - (xvi) Policy on Use of Cell Phones & Two-Way Radios

### **iii) Public Participation and Information Sharing**

The municipality ensures that it is open and accountable to its stakeholders through implementing processes outlining how, when and under what rules meetings will take place. The municipality's meetings will be open to the public when and as required under the Act, and members of the public will have an opportunity to make delegations or comments in writing on specific items at these meetings. In addition, the municipality has adopted policies which ensure that participation by the public can be meaningful and effective, through timely



disclosure of information by various means including print media, websites, etc. Some specific examples include:

1. Procedure By-Law No. 2003-139.
2. Code of Conduct for Members of Council, included in the City's Procedure By-law.
3. Delegation Rules, adopted by Council on November 19, 2007.
4. Records Retention By-law No. 2000-94.
5. Planning Processes – compliance with the Provincial *Planning Act* and regulations.
6. Public Notice By-law No. 2007-190.
7. The City's website: [www.cityofnorthbay.ca](http://www.cityofnorthbay.ca)
8. Publication of the Council and Committee agendas on the Fridays before meeting dates on the City's website.
9. All recent City by-laws are available to the public on the City's website.
10. Posting of minutes from Council Meetings on the City's website (2002 to present).
11. Posting of the City's annual performance measures on the City's website.
12. Posting of bulletins and new releases on the City's website.
13. Posting of municipal employment opportunities on the City's website.
14. Posting of volunteer opportunities on the City's website.
14. Posting of tenders and requests for proposals on the City's website.
15. Posting of a comprehensive list of City services on the City's website.

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North Bay, ON

August 12, 2025

**Subject:** Report from Beverly Hillier dated July 25, 2025 re Proposed Condominium application by Tulloch Geomatics Inc. on behalf of Plastruct Canada Inc. – 189 Legault Street, 143 Birchs Road and 0 Birchs

**File No.****Res.** 2025 - \_\_\_\_\_**Moved by Councillor:** \_\_\_\_\_**Seconded by Councillor:** \_\_\_\_\_

That Council give draft approval to the proposed draft plan of vacant land condominium (Plan of Condominium File No. 48CDM-25102) by Tulloch Geomatics Inc. on behalf of Plastruct Canada Inc., in the City of North Bay for land described in Appendix A to Report to Council CSBU 2025-047 prepared by Beverley Hillier dated July 25, 2025, and as shown on Schedule B, subject to the conditions in Appendix C to Report to Council CSBU 2025-047 prepared by Beverley Hillier dated July 25, 2025.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict \_\_\_\_\_

Endorsement of Chair \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

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Record of Vote (*Upon Request of Councillor* \_\_\_\_\_)

Signature of Clerk \_\_\_\_\_

## **City of North Bay Report to Council**

Report No: CSBU-2025-047

Date: July 25, 2025

Originator: Beverley Hillier, Manager, Planning & Building Services

Business Unit:

Department:

Community Services

Planning & Building Department

Subject: Proposed Condominium application by Tulloch Geomatics Inc. on behalf of Plastruct Canada Inc. – 189 Legault Street, 143 Birchs Road and 0 Birchs

Closed Session: yes ☐ no ☒

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### **Recommendation**

That the proposed draft plan of vacant land condominium (Plan of Condominium File No. 48CDM-25102) by Tulloch Geomatics Inc. on behalf of Plastruct Canada Inc. in the City of North Bay for lands described in Appendix A to Report to Council Number CSBU 2025-047, as shown on Schedule B, be given Draft Approval subject to the conditions in Appendix C to Report to Council Number CSBU 2025-047 prepared by Beverley Hillier dated July 25, 2025.

---

### **Background**

#### **Site Information**

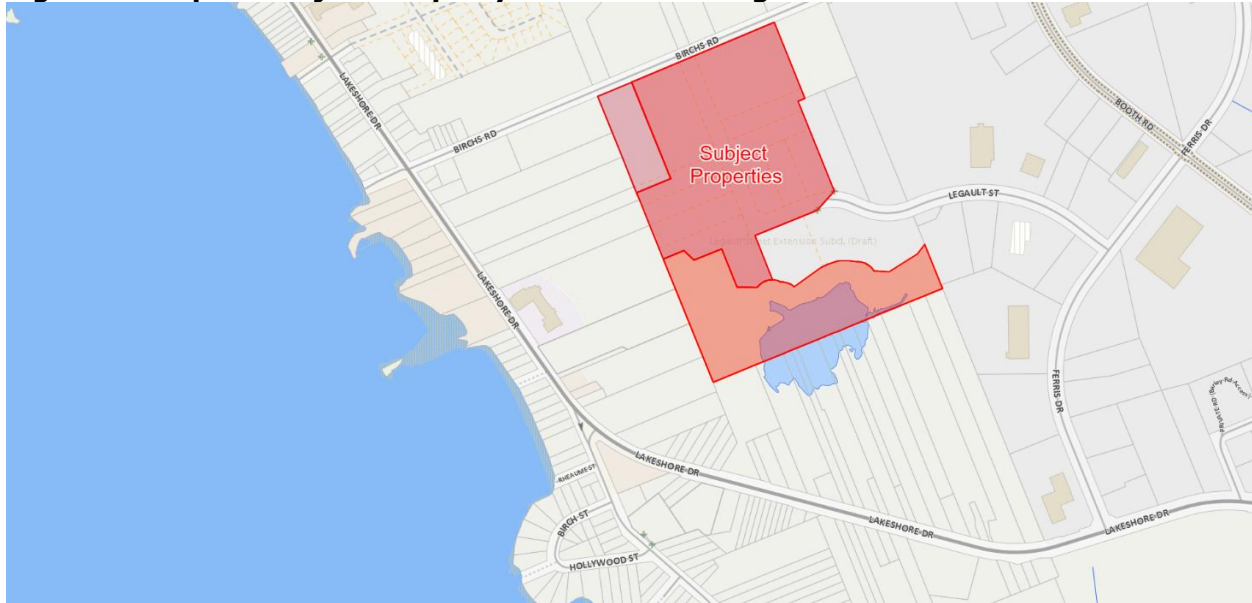
**Legal Description:** See Appendix A

#### **Site Description:**

The lands subject to the request for Draft Approval for a Vacant Land Condominium are comprised of three lots, 2 lots fronting onto Birchs Road and one land locked parcel, as shown below on Figure 1 and on Schedule "A" attached hereto. The property has secondary road access via Legault Street.

The properties are designated "General Industrial" by the Official Plan and are zoned "General Industrial (M2)" and "Open Space (O)" under the City's Zoning By-law No. 2015-30.

**Figure 1: Map of Subject Property and Surrounding Area**



Combined, the properties have a total area of 14.5 hectares (35.8 acres) and lot frontage of approximately 310m from Birchs Road and 26m from Legault Street. The property located at 143 Birchs Road, located on the western corner (approximately 1 hectare (2.5 acres)) is developed with two buildings, specifically one being a legal non-conforming triplex with an entrance to a construction yard east of each building, the remaining property is vacant.

### **Surrounding Land Uses:**

The subject property is located between existing residential uses and the existing Gateway Industrial Park. The properties abutting the subject lands to the north, south and west are residential uses with the exception of a general institutional use at 820 Lakeshore Drive. All the properties located to the east of the subject lands are industrial uses with the exception of a residential property at 189 Birchs Road.

### **Proposal**

Tulloch Engineering submitted an application on behalf of Plastruct Canada Inc. for draft approval of a vacant land condominium.

The proposed vacant land condominium would create a total of 6 new units (lots) and one common element block. The common element block would include the natural areas on site (currently zoned "Open Space (O)") and the stormwater management pond servicing the entire development.

The property was previously approved for an Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision in February 2020. The Owner is now proposing to change the form of ownership from a Plan of Subdivision, which included the extension of municipal services (road, water and sewer), to a Vacant Land Condominium. The Condominium will be accessed via both direct access off Birchs Road and through driveway

extensions off Legault Street. The property would be serviced via the extension of private water and sewer infrastructure that will be connected to the municipal water and sewer network. Easements will be established for maintenance of the services by the Condominium Corporation.

## **Summary**

Plastruct Canada Inc. has submitted an application for a Draft Plan of Vacant Land Condominium to permit the creation of six industrial units and one common element block. The proposed condominium will facilitate the extension and shared use of private water and sewer infrastructure across the site.

The industrial use was established through an Official Plan Amendment and Zoning By-law Amendment, both approved by Council in February 2020 (see Reports to Council [2019-39](#) and [2020-05](#)). The subject lands were previously approved for an industrial Plan of Subdivision consisting of 12 lots and 4 blocks. Final Approval was granted for 2 lots and 2 blocks in June 2021. The application applies to the remainder of the lands. The proposed change in tenure from subdivision to condominium does not alter the approved land use, density, or built form.

This application represents a change in ownership structure only. The underlying land use designation and zoning remain in effect, and the proposed condominium conforms to all applicable zoning regulations. The condominium supports long-term maintenance of shared infrastructure while maintaining individual ownership of units.

In accordance with the *Planning Act*, a public meeting is not required for a Draft Plan of Condominium. Nevertheless, the application was circulated to adjacent landowners, internal departments, and external agencies for review. Comments received have been addressed through the recommended Conditions of Draft Approval in Appendix C.

It is my professional opinion that the proposed Draft Plan of Condominium conforms with the Official Plan, is consistent with the *Provincial Planning Statement (2024)*, and conforms with the *Growth Plan for Northern Ontario (2011)*.

## **Provincial Policy**

### **Growth Plan for Northern Ontario (GPNO 2011)**

The Growth Plan for Northern Ontario (GPNO 2011) was introduced on March 3rd, 2011. All Planning Applications must consider this Plan as part of the evaluation process. Section 3(5)(b) of the Planning Act requires that decisions made under the Planning Act need to conform to the Provincial Plan or shall not conflict with it, as the case may be. GPNO 2011 is broad in scope and is aimed at shaping development in Northern Ontario over the

next 25 years.

It outlines strategies that deal with economic development, education, community planning, transportation/infrastructure, environment, and Aboriginal peoples. This Plan is primarily an economic development tool that encourages growth in Northern Ontario. Specific Planning related policies, including regional economic planning, the identification of strategic core areas, and targets for intensification have not yet been defined by the province or incorporated into the Official Plan.

Section 4 of the GPNO (Communities) deals with land use planning matters. This Section speaks to create a vision for a community's future. The City of North Bay achieves this through the implementation of the Official Plan.

In my professional opinion, the proposed draft plan of vacant land condominium conforms with the goals, policies and direction provided by the Growth Plan for Northern Ontario (GPNO 2011).

### **Provincial Policy Statement (PPS 2020)**

The current Provincial Planning Statement issued by the Provincial government came into effect in October of 2024. The 2024 Provincial Planning Statement (PPS 2024) provides high-level provincial policy direction for planning approval authorities in preparing municipal planning documents, and in making decisions on Planning Act applications.

The proposed change from a subdivision to a condominium represents a shift in the form of ownership rather than a change in land use or intensity. The underlying land use designation and zoning remain unchanged. As such, the change is considered administrative in nature and aligns with the intent of the current planning policies.

The Provincial Planning Statement 2024 does not identify policies specific to subdivisions or condominiums.

In general, Section 2.8, Employment, of the PPS indicates that "*Planning authorities shall promote economic development and competitiveness by:*

- a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;*
- b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;*
- c) identifying strategic sites for investment, monitoring the availability and suitability of employment sites, including market-ready sites, and seeking to address potential barriers to investment;*
- d) encouraging intensification of employment uses and compatible, compact, mixed-use development to support the achievement of*

- complete communities; and*
- e) *addressing land use compatibility adjacent to employment areas by providing an appropriate transition to sensitive land uses.*

This policy highlights the importance of providing employment opportunities along with a diverse economic base. This proposed development would help achieve this provincial policy as it would provide six units for new industrial development.

*Section 3.6.2 of the PPS indicates that "Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. For clarity, municipal sewage services and municipal water services include both centralized servicing systems and decentralized servicing systems."*

*The applicant has indicated that "It has been determined by TULLOCH's civil engineering team that extending public sewer and water lines to the frontage of Units #1 – 4 on Birchs Road is not feasible due to rock outcroppings and topography. After extensive conversations with City staff regarding alternative solutions, it is proposed that private water and sewer lines will enter the property from the end of Legault Street. Once on the property, the lines will service each unit and will be privately maintained by the Condominium Corporation. Easements will eventually be established over the water and sewer lines for the Condominium Corporation to access and maintain them."*

The City agrees that this is a reasonable solution to support the development of the property. As noted in the Conditions of Draft Approval, the Owner will be required to provide detailed engineering information to ensure services are appropriately connected to the municipal services on Legault Street.

It is my professional opinion that with the conditions included in Appendix C, the proposed industrial condominium is consistent with the PPS 2024, which supports economic development, efficient land use, and flexible ownership models. The development maintains conformity with the employment land designation and applicable zoning and contributes to the long-term viability of the employment area.

### **Official Plan**

The property is currently designated "General Industrial" in the City of North Bay's Official Plan and is located within the City's Settlement Area.

The City's Official Plan does not provide specific policy direction related to a Plan of Subdivision or a Plan of Condominium. The applicant is proposing to develop the property for industrial purposes which conforms with the City's Official Plan.

Section 5.2.2, Municipal Services, of the City's Official Plan indicates that *"new development within the settlement area, as shown on Schedule 1, should occur on full municipal services."*

Section 5.2.2.2 states that *"All areas in which urban development and redevelopment are to take place, as designated on Schedule 1, should be provided with municipal water supply and storm and sanitary sewers. Where services are not available, it is the responsibility of the property owner to extend the services."*

The proposed vacant land condominium will be connected to municipal services. Each individual lot will be serviced by private water and sewer extensions that are connected to the municipal infrastructure network. The water and sewer lines will service each unit and will be privately maintained by the Condominium Corporation.

It is my professional opinion that the proposed draft plan for vacant land condominium is in conformity with the Official Plan of the City of North Bay.

### **Zoning By-Law No. 2015-30**

The subject properties are all presently zoned "General Industrial (M2)". The uses currently permitted that are relevant in this case in the M2 zone include:

- Automobile Sales, Service, and Leasing Establishments
- Automobile Service Station
- Body Shop
- Brewery, Micro
- Brewery, Manufacturing
- Builder's Supply Yard
- Bulk Sales Establishment
- Card lock Gas Facility
- Contractor's Yard
- Convenience Store
- Courier Distribution Depot
- Data Storage and Processing Firm
- Distillery, Micro
- Distillery, Manufacturing
- Group Home Type 3
- Industrial Equipment Sales, Service, and Leasing establishments.
- Industrial Class 1
- Industrial Class 2
- Laboratory
- Pet Daycare Facility
- Production Studio
- Production Studio & Backlot
- Recreational facility



- Recycling Center
- Self-Storage Use
- Transportation Terminal
- Warehouse
- Waste Transfer Station
- Wholesale Uses

No changes are proposed to the zoning of the subject property. Any development proposed would be required to meet all Zoning By-law regulations.

### **Correspondence**

This proposal was circulated to property owners within 120 metres (400 feet) of the subject lands, as well as to several municipal departments and agencies that may have an interest in the application. In terms of correspondence received from these departments and agencies, the Planning Department received the following comments:

Of the agencies that provided comments, the Engineering Department, Building Department, North Bay Hydro, Ministry of Transportation each offered no concerns or objections.

Two letters were received through the circulation of the application to members of the public and one phone call from an abutting property owner.

Two individuals were seeking clarification of the use of the property and conformation that the "common element" space would continue to be used as open space.

A second letter did not provide details on the concerns. Staff had a phone conversation with the individual and explained the application. Concern was raised related to the uses permitted on the property, as well as some additional concerns unrelated to this specific application.

A complete copy of this correspondence is attached to this Report as Appendix B.

---

### **Financial/Legal Implications**

None at this time. The Owner will be required to enter into a Condominium Agreement prior to final approval. Each individual development will be subject to Site Plan control.

---

### **Corporate Strategic Plan**

- |                                                                |                                                         |
|----------------------------------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> Natural North and Near                | <input checked="" type="checkbox"/> Economic Prosperity |
| <input type="checkbox"/> Affordable Balanced Growth            | <input type="checkbox"/> Spirited Safe Community        |
| <input type="checkbox"/> Responsible and Responsive Government |                                                         |

### **Specific Objectives**

- Promote and support public and private sector investment.
- Create an environment that supports entrepreneurship in North Bay.

---

## **Options Analysis**

### Option 1:

That the proposed draft plan of vacant land condominium (Plan of Condominium File No. 48CDM-25102) by Tulloch Geomatics Inc. on behalf of Plastruct Canada Inc. in the City of North Bay for lands described in Appendix A to Report to Council Number CSBU 2025-047, as shown on Schedule B, be given Draft Approval subject to the conditions in Appendix C to Report to Council Number CSBU 2025-047 prepared by Beverley Hillier dated July 25, 2025.

This option is recommended for the reasons outlined in this report.

### Option 2:

That the proposed draft plan of vacant land condominium (Plan of Condominium File No. 48CDM-25102) by Tulloch Geomatics Inc. on behalf of Plastruct Canada Inc. in the City of North Bay for lands described in Appendix A to Report to Council Number CSBU 2025-047, as shown on Schedule B, be denied.

This option is not recommended for the reasons outlined in this report.

---

## **Recommended Option**

Option 1 is the recommended option.

That the proposed draft plan of vacant land condominium (Plan of Condominium File No. 48CDM-25102) by Tulloch Geomatics Inc. on behalf of Plastruct Canada Inc. in the City of North Bay for lands described in Appendix A to Report to Council Number CSBU 2025-047, as shown on Schedule B, be given Draft Approval subject to the conditions in Appendix C to Report to Council Number CSBU 2025-047 prepared by Beverley Hillier dated July 25, 2025.

---

Respectfully submitted,

Name: Beverley Hillier, MCIP, RPP  
Title: Manager, Planning & Building Services

## **We concur with this report and recommendation.**

Name Ian Kilgour, MCIP. RPP  
Title: Director, Community Services

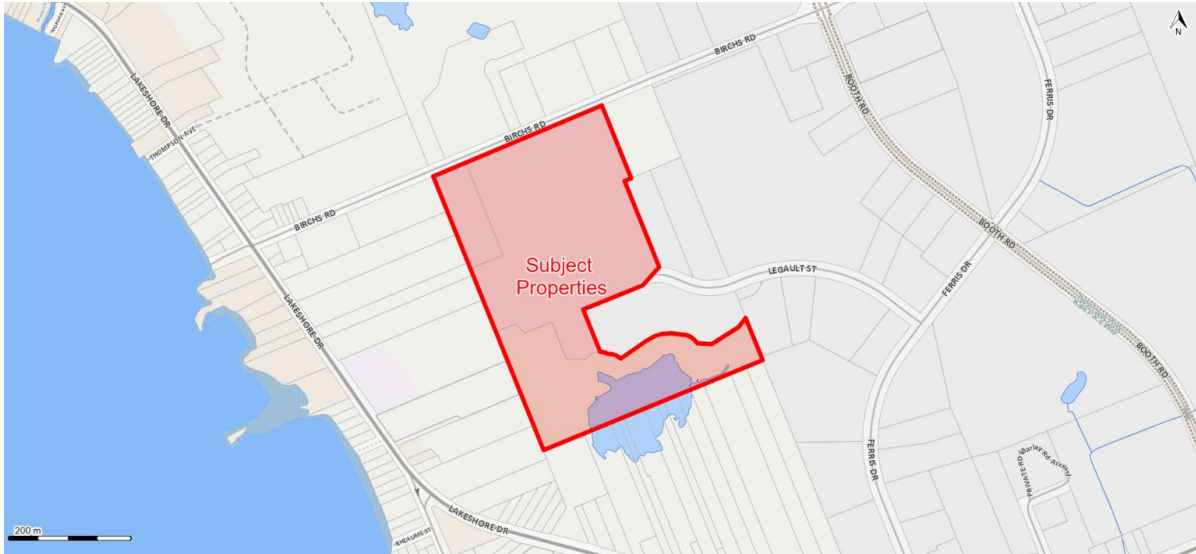
Name: John Severino, P.Eng., MBA  
Title: Chief Administrative Officer

Personnel designated for continuance:

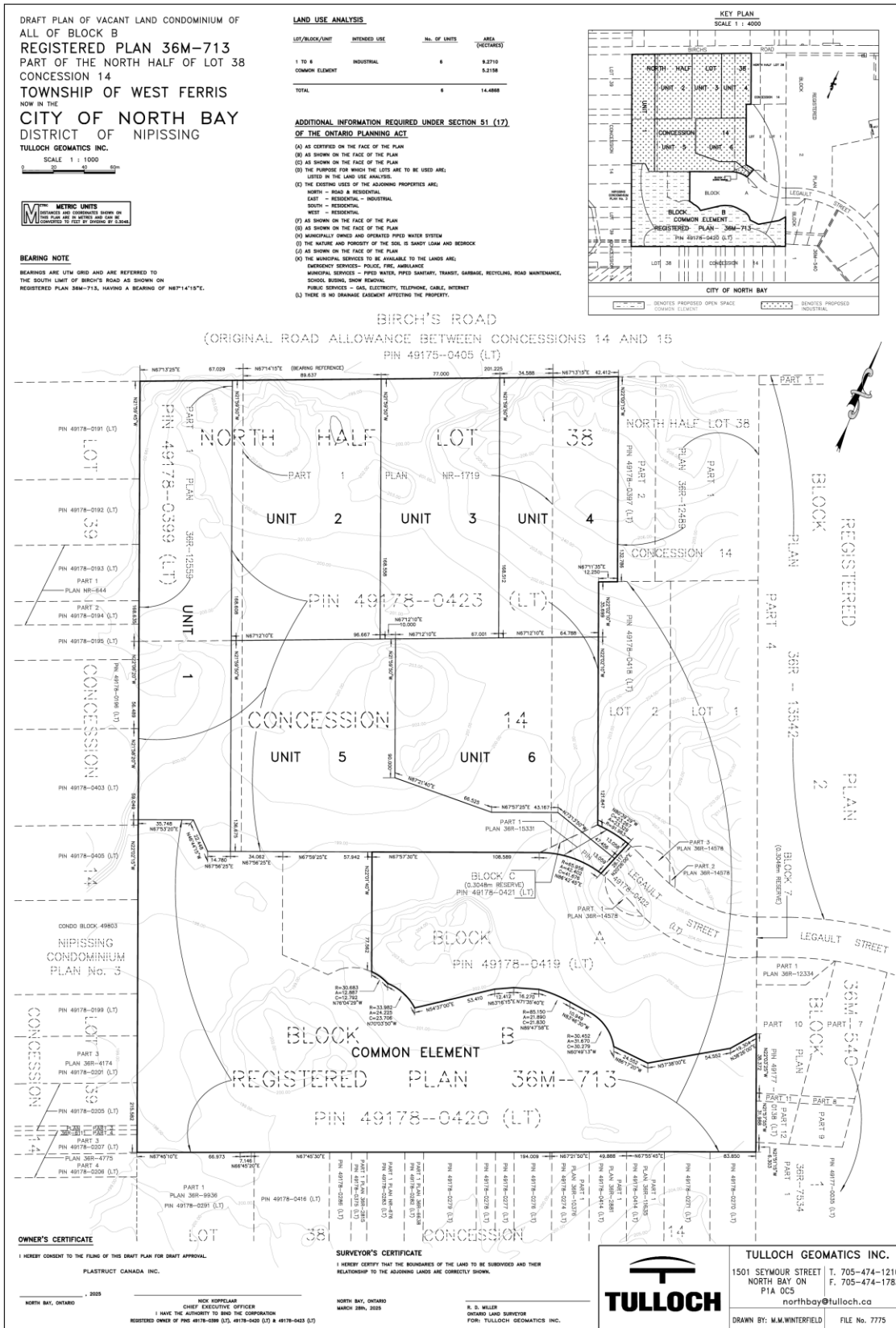
Name: Beverley Hillier, MCIP, RPP  
Title: Manager, Planning & Building Services

W:\PLAN\Planning\00 - Development & Planning Management\189 Legault St (040-060-27202) \Condominium  
Plans (D07) COLLAB\Condominium File # 48CDM-25102

## Schedule A



# Schedule B



## **Appendix A**

### **PIN 49178-0399**

WEST FERRIS CON 14 PT LOT 38 RP 36R12559 PART 1; North Bay; District of Nipissing

### **PIN 49178-0423**

WEST FERRIS CON 14 PT LOT 38 AND RP NR1719 PT PART 1 PCLS 1824WF 6089WF 6923WF; North Bay; District of Nipissing

### **PIN 49178-0420**

PLAN 36M713 BLK B; North Bay; District of Nipissing

## Appendix B – Correspondence

### Engineering

**Member:** Jonathan Kapitanchuk

**Status:** Approved

1. The mitigation measures outlined within the approved SWM report must be adhered to for this development.
2. The following engineering civil plans/drawings are required: a. Site Servicing; b. Grading Plan; c. Erosion and sediment control.
3. All the drawings must be designed and stamped by a Professional Engineer licensed to practice in the province of Ontario. Documents must be sealed prior to being submitted to the City for review.
4. Private Approaches (entrance and exits) will need to meet the City's Private Approach By-Law 2017-72.
5. It will be the proponent's responsibility to confirm servicing requirements and conduct necessary testing.
6. The developer must enter into a Service Contract with the Engineering Department for any services, restoration work or work in general on City property.
7. A security deposit of 10% of the value of all on-site works (excluding the building) will be required for any site plan control agreement. An engineering estimate of the on-site works is to be provided in order to determine the security deposit value. A deposit of \$1,000 will be required as a minimum. At this stage, these comments are very high level and upon receiving further information and detailed plans we will have additional comments to provide.

---

### Public Works

**Member:** Scott Franks

**Status:** Approved

No concerns from Roads and Traffic.

---

### Finance

**Member:** Lisa Beaulieu

**Status:** Approved

No comments or concerns.

---

## Ministry of Transportation

**Member:** Gabriel Nimoh

**Status:** Approved

Hello,

The Ministry of Transportation (MTO) has reviewed the application at Birch St and have determined that the subject lands are not located within the MTO's permit control area; therefore, we have no comments to provide at this time. Don't hesitate to contact me if there are any questions or concerns.

Thank you,  
Gabriel

---

## North Bay Hydro

**Member:** Roch Pillion

**Status:** Approved

No concerns. Power is available up to 1MVA from Birchs Road and from Legault Street. Line extensions will be required.

---

## Hydro One

No comments or concerns at this time...the Owner/Applicant should consult with their local area Distribution Supplier.

---

## NBMCA

**Member:** Hannah Wolfram

**Status:** Approved

No concerns.

---

## External correspondence

From: Mark Dutrisac <[REDACTED]>

Sent: July 28, 2025 12:54 PM

To: Beverley Hillier <[Beverley.Hillier@northbay.ca](mailto:Beverley.Hillier@northbay.ca)>

Subject: [EXTERNAL]189 Legault Street and 143 Birches road Plastruct Canada

Importance: High

Good afternoon Beverly,



I am at 54 Ferris drive which is M2 Zoning I have concerns with residential properties being erected on Commercial zoned areas. Will this inhibit my ability to operate my normal day to day business?

Sincerely

*Mark Dutrisac*

President  
Rahn Plastics Inc  
54 Ferris Drive  
North Bay, Ont, P1A-4M3

**Response from Staff:**

Hi Mark,

Thanks for the email. This proposed plan of condominium application is for industrial purposes and no new residential uses are proposed through this development. The property is zoned "M2" and "Open Space (O)" through the City's Zoning By-law. The Open Space zone is for the large pond/wet area at the south end of the property. No zoning changes are being proposed. The M2 zone is the same zoning that you have on your property at 54 Ferris Drive.

This property originally had a plan of subdivision for industrial purposes, and they are now proposing to change the form of ownership to a condominium.

Hopefully, that answers your question – if you need any more information or have any other questions, please feel free to let me know.

Bev

Beverley Hillier, RPP, MCIP  
Manager, Planning & Building  
City of North Bay | 200 McIntyre St. E  
Tel: 705-474-0400 ext 2403

To: July 28/2025  
Beverley H. Miller  
Manager Planning Building Services?

I Do not agree with the proposal for  
the Draft Plan of the Vacant Land Condominium  
and one Common element.

Known as 189 Legault Street and 143  
Birches Rd.

I most definitely want to be notified  
if the city has an open forum to put  
forward my many concerns.

I wish to be notified in writing  
when there is a decision if the city  
refuses to open a formal oral  
appeal at a city hall meeting.

\* This is the first notice I've received

Gerry Supak  
386 Lakeshore Dr.  
North Bay Ont  
P1A 2G9  
205-474-0372

**Appendix C – Conditions of Draft Approval**  
**File 48CDM-25102**

- 1) That this approval expires five (5) years from the date of approval. If there is an appeal to the Ontario Land Tribunal under section 51 (39) of the *Planning Act*, the five (5) year expiration period does not begin until the date of the order of the Ontario Land Tribunal issued in respect of the appeal or from the date of a notice issued by the Tribunal under section 52(51) of the *Planning Act*.
- 2) This Draft Approval applies to the Plan of Condominium prepared by Tulloch Geomatics Inc. as shown on the attached Schedule B dated March 25, 2025 which is comprised of 6 units and one (1) common element.
- 3) That no removal of trees be undertaken prior to final approval except: within the proposed road allowance; for survey purposes around the boundary of the Draft Approved Lands and for exploratory soils investigations for the purpose of estimating servicing costs.
- 4) That prior to signing the Final Plan by the Municipality, the proposed condominium shall conform with the Zoning By-law in effect for the Municipality.
- 5) That the owner agrees in writing to satisfy all requirements, financial and otherwise of the City of North Bay concerning provision of roads, installation of services, and drainage.
- 6) That such easements as may be required for utility or drainage purposes shall be granted to the appropriate authority.
- 7) That the Condominium Agreement between the owner and the Municipality contain wording acceptable to the City Engineer to ensure that:
  - a) the owner agrees that a Stormwater Management Plan shall be undertaken by a professional engineer with respect to the Condominium describing best management practices and appropriate measures to maintain quality storm runoff, both during and after construction; and
  - b) The Stormwater Management report shall also address any slope stability or any hydrogeological issues associated with this development
  - c) Any recommendations forthcoming from the Stormwater Management Study shall be incorporated into the final Condominium site design and implemented to the ongoing satisfaction of, and at no expense to, the Municipality.
- 8) That the Owner shall agree in the Condominium Agreement to provide for all necessary installations and connections to any existing municipal storm drainage, sanitary sewer collection and water servicing systems to service the proposed development, to the satisfaction of the City.
- 9) That the Owner provides full engineering drawings showing the individual site servicing and connections to municipal services including storm, sanitary sewers, water and full curb section, including sidewalks if required, prepared by a

qualified engineer, to the satisfaction of, and at no expense to the City of North Bay.

- 10) That the owner agrees to convey up to 5% of the land included in the plan or cash-in-lieu to the Municipality for park or other public recreational purposes.
- 11) That the owner agrees to provide locations for centralized mail delivery acceptable to Canada Post Corporation or other alternative systems as may be normally required by Canada Post.
- 12) That the Condominium Agreement between the owner and the Municipality be registered by the Municipality against lands to which it applies once the Plan of Condominium has been registered prior to any encumbrances.
- 13) The condominium agreement shall include a statement informing the first purchaser of a lot within the subject Plan of Condominium that prior to the issuance of a building permit, the purchaser may be required to pay Development Charges.
- 14) Owners and prospective purchasers shall be advised that surface and subsurface infrastructure i.e roads, sidewalks, streetlights, stormwater and drainage infrastructure including but not limited to pipes, ponds, conveyance, water and wastewater infrastructure is owned by the condominium and the maintenance and management of this and any other privately owned infrastructure is the responsibility solely of the subject condominium corporation.
- 15) A Lot Grading Plan to scale and professionally prepared and be approved by the City of North Bay's Engineering Department. The Plan shall include but not limited to the following:
  - a. Lot Boundaries with Dimensions
  - b. Lot Number
  - c. House Address Number (from City Building Department)
  - d. Building Envelope with Main and Basement Finished Floor Elevations Identified
  - e. Garage Envelope with Garage Finished Floor Elevation Identified
  - f. Entrances
  - g. Driveway with Slopes and Finished Elevations
  - h. Driveway culvert location (if applicable)
  - i. Patios, Walks, Planters, Etc.
  - j. Retaining Structures (Engineered if higher than 1m) no bigger than 4.5m
  - k. No fill to be placed prior to the completion of all retaining structures.

- l. Lot Grading with slopes and finished elevations.
  - m. Drainage ditches or swales with inverts, if applicable.
  - n. Any Easements on the lot.
  - o. A cross-sectional view through the lot (R.O.W. to rear) to supplement the plan identifying the original and proposed features and grades.
  - p. Erosion and sediment controls.
  - q. A Private Approach Permit in accordance with By-Law 2017-72.
- 16) That the owner acknowledges that a Section 28 Permit (formerly a Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permit) may be required from the North Bay-Mattawa Conservation Authority. The subject lands are within an area regulated by the North Bay-Mattawa Conservation Authority under Ontario Regulation 162/90. This regulation is pursuant to Section 28 of the Conservation Authorities Act of Ontario.
  - 17) That the owner acknowledges that the property is in an area where Species at Risk may be present. The owner agrees to obtain any approvals required by the Ministry of Natural Resources and Forestry and/or the Ministry of Environment Conservation and Parks as may be required.
  - 18) That the recommendations and requirements of the Environmental Impact Statement completed by FRICOP Ecological Services dated November 2019 be implemented to the satisfaction of the City of North Bay and the North Bay-Mattawa Conservation Authority prior to the Final Approval
  - 19) The Owner agrees that any third party professional engaged to provide consulting services shall inspect the property following construction to confirm that their recommendations were incorporated into the built form. The third party consultant shall provide a letter to the City with this confirmation at the Owner's sole expense.
  - 20) That before City Council's Final Approval is given, the Council shall be advised in writing by the City of North Bay's Engineering Department how Conditions No. 7, 8 and 9 have been satisfied.

#### NOTES

- 1) We suggest you make yourself aware of the following:
  - a) Section 143(1) of The Land Titles Act, R.S.O. 1980 as amended, which requires all new plans to be registered in a land titles system.
  - b) Section 143(2) allows certain exceptions.

- 2) Prior to any construction, the Owner should contact the North Bay Mattawa Conservation Authority to discuss specific concerns identified by the Conservation Authority.
- 3) Prior to any construction, the Owner/Developer should contact the Ministry of Natural Resources and Forestry (MNRF) to determine if Species at Risk and/or their habitat is present in the general vicinity of the development area.
- 4) An electrical distribution line operating below 50,000 volts might be located within the area affected by this development or abutting this development. Section 186 – Proximity – of the Regulations for Construction Projects in the Occupational Health and Safety Act, requires that no object be brought closer than 3 metres (10 feet) to the energized conductor. It is the proponent's responsibility to be aware, and to make all personnel on site aware, that all equipment and personnel must come no closer than the distance specified in the Act. They should also be aware that the electrical conductors can raise and lower without warning, depending on the electrical demand placed on the line. Warning signs should be posted on wood poles supporting conductors stating "Danger – Overhead Electrical Wires" in all locations where personnel and construction vehicles might come in close proximity to the conductors.
- 5) The Developer is hereby advised that prior to commencing any work within the Plan, the Developer must confirm that sufficient wire-line communication/telecommunication infrastructure is currently available within the proposed development to provide communication/telecommunication service to the proposed development. In the event that such infrastructure is not available, the Developer is hereby advised that the Developer may be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure. If the Developer elects not to pay for such connection to and/or extension of the existing communication/telecommunication infrastructure, the Developer shall be required to demonstrate to the municipality that sufficient alternative communication/telecommunication facilities are available within the proposed development to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services (i.e., 911 Emergency Services).

North Bay, ON

August 12, 2025

**Subject:** Report from Beverly Hillier and Adam Lacombe dated July 30, 2025 re Final Approval – Larocque Road Subdivision

**File No.****Res.** 2025 - \_\_\_\_\_**Moved by Councillor:** \_\_\_\_\_**Seconded by Councillor:** \_\_\_\_\_

That:

1. Council grant final approval of the Draft Approved Plan of Subdivision by 930018 Ontario Inc. for the Larocque Road Subdivision (Larocque Road – 16 Lots, 1 Block) – City File No. 48T-23101;
2. the Mayor and City Clerk be authorized to sign the Subdivision Agreement with 930018 Ontario Inc. for a property located along Larocque Road to permit the development of the Larocque Road Subdivision, consisting of sixteen (16) residential lots and one (1) block, upon receipt of all security, easements and all other Subdivision Agreement requirements; and
3. an execution by-law be brought forward for three (3) readings at the August 12, 2025 Regular Meeting of Council.

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-2025-052

Date: July 30, 2025

Originator: Beverley Hillier and Adam Lacombe

Business Unit:

Department:

Community Services

Planning & Building Department

Subject: Final Approval – Larocque Road Subdivision

Closed Session: yes ☐ no ☒

---

### **Recommendation**

That:

1. Council grant final approval the Draft Approved Plan of Subdivision by 930018 Ontario Inc. for the Larocque Road Subdivision (Larocque Road – 16 Lots, 1 Block) – City File No. 48T-23101;
2. the Mayor and City Clerk be authorized to sign the Subdivision Agreement with 930018 Ontario Inc. for a property located along Larocque Road to permit the development of the Larocque Road Subdivision, consisting of sixteen (16) residential lots and one (1) block, upon receipt of all security, easements and all other Subdivision Agreement requirements; and
3. an Execution By-Law be brought forward for three (3) readings at the August 12, 2025 Regular Meeting of Council.

---

### **Background**

The subject property was given Draft Approval by City Council on December 12, 2023.

Tulloch Engineering on behalf of the property owner is now seeking Final Approval of the Subdivision, as shown on Schedules A & B attached, in order to permit the construction of sixteen (16) lots and one (1) block. Installation of services to each individual lot was completed via a service contract (2025-E-D-04) with the City.

---

### **Financial/Legal Implications**



The developer is required to pay direct City charges and all required security and insurance amounts as described in the Subdivision Agreement.

---

### **Corporate Strategic Plan**

- |                                                                |                                                             |
|----------------------------------------------------------------|-------------------------------------------------------------|
| <input type="checkbox"/> Natural North and Near                | <input type="checkbox"/> Economic Prosperity                |
| <input checked="" type="checkbox"/> Affordable Balanced Growth | <input checked="" type="checkbox"/> Spirited Safe Community |
| <input type="checkbox"/> Responsible and Responsive Government |                                                             |

### **Specific Objectives**

- Facilitate the development of housing options to service the entire community, with consideration to socio-economic characteristics of the community.
- Facilitate the development of housing options to service the needs of the community.

---

### **Options Analysis**

Prior to Staff recommending to City Council that the City give Final Approval to the Plan of Subdivision and that the City enter into a Subdivision Agreement with the Property Owner, Staff required the developer satisfy the conditions of Draft Approval. The developer has satisfied the Conditions of Draft Approval for the requested Plan of Subdivision as follows:

1. The Subdivision Agreement has been prepared and is recommended for approval by the Manager, Planning & Building Services, City Engineer and City Solicitor;
2. The Final Plan (Registered 36M Plan) has been prepared for registration upon Council approval. It has been reviewed and found to conform with the original Draft Approval; and
3. The conditions imposed when Draft Approval was given have been satisfied.

#### Option 1:

Deny the request to enter into the Subdivision Agreement and to grant Final Approval.

#### Option 2:

1. That Council grant final approval the Draft Approved Plan of Subdivision by 930018 Ontario Inc. for the Larocque Road Subdivision (Larocque Road – 16 Lots, 1 Block) – City File No. 48T-23101; and
2. That the Mayor and City Clerk be authorized to sign the Subdivision Agreement with 930018 Ontario Inc. for a property located along Larocque Road to permit the development of the Larocque Road Subdivision, consisting of sixteen (16) residential lots and one (1) block, upon receipt of all security, easements and all other Subdivision Agreement requirements.

Option 2 is the recommended option. The request for Final Approval is appropriate, the final plans and Agreement satisfy the conditions of Draft Approval and the requirements of the City's Zoning By-law.

---

### **Recommended Option**

That:

1. Council grant final approval the Draft Approved Plan of Subdivision by 930018 Ontario Inc. for the Larocque Road Subdivision (Larocque Road – 16 Lots, 1 Block) – City File No. 48T-23101;
2. the Mayor and City Clerk be authorized to sign the Subdivision Agreement with 930018 Ontario Inc. for a property located along Larocque Road to permit the development of the Larocque Road Subdivision, consisting of sixteen (16) residential lots and one (1) block, upon receipt of all security, easements and all other Subdivision Agreement requirements; and
3. an Execution By-Law be brought forward for three (3) readings at the August 12, 2025 Regular Meeting of Council.

---

Respectfully submitted,

Name: Beverley Hillier, MCIP, RPP

Title: Manager, Planning & Building Services

Name: Adam Lacombe, P.Eng.

Title: Senior Capital Program Engineer

### **I concur with this report and recommendation**

Name: Alan Korell, P.Eng.

Title: City Engineer – Infrastructure and Operations

Name: Ian Kilgour, MCIP, RPP

Title: Director, Community Services

Name: John Severino, P.Eng., MBA

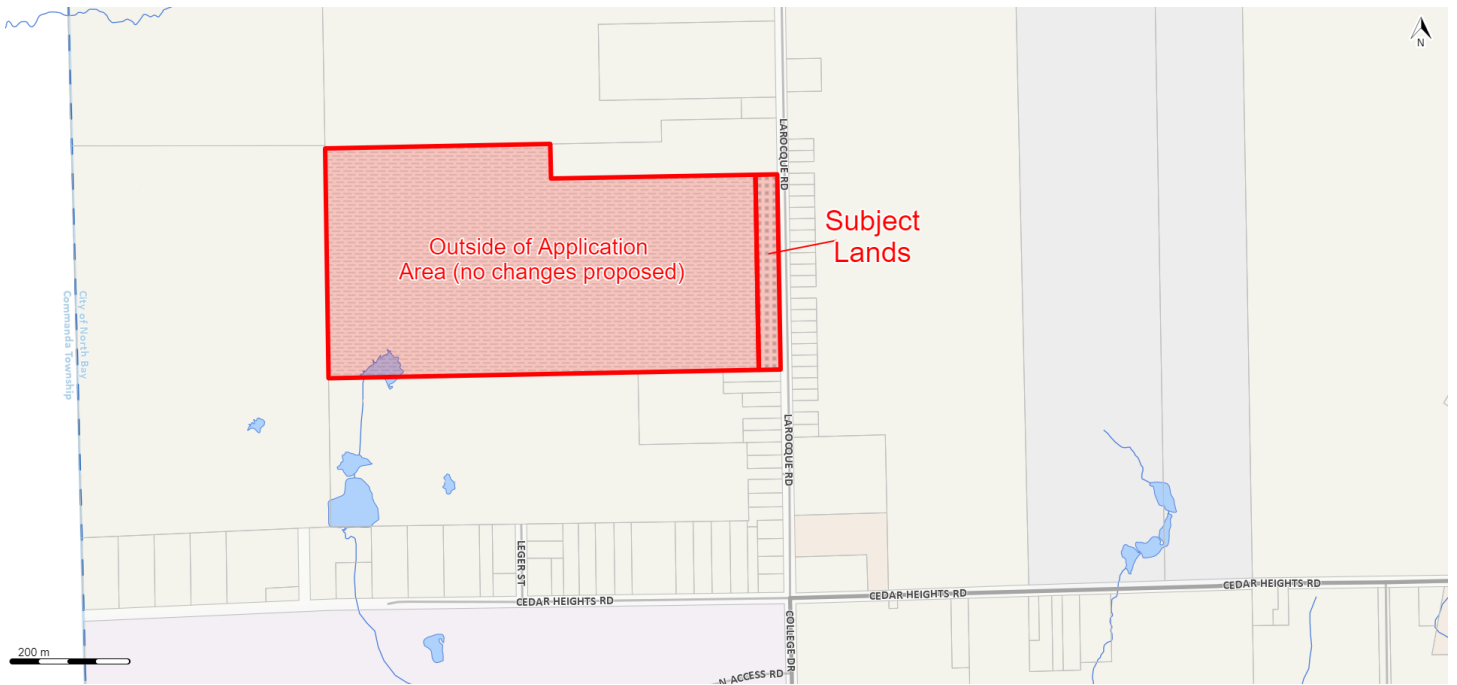
Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Beverley Hillier, MCIP, RPP

Title: Manager, Planning & Building Services

# Schedule A



## Page 60 of 136



**Subject:** Report from Daniel Robinson dated July 30, 2025 re Precommitment of 2026 Capital Budget for Water Meter & Radio Tower Upgrades

**File No.**

**Res.** 2025 - \_\_\_\_\_

**Moved by Councillor:** \_\_\_\_\_

**Seconded by Councillor:** \_\_\_\_\_

That Council authorize the precommitment against the 2026 General Capital Budget, as outlined in Report to Council CORP 2025-073 dated July 30, 2025 from Daniel Robinson.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict\_\_\_\_\_

Endorsement of Chair \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

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\_\_\_\_\_

Record of Vote (*Upon Request of Councillor* \_\_\_\_\_)

Signature of Clerk\_\_\_\_\_

## City of North Bay Report to Council

Report No: CORP-2025-073

Date: July 30, 2025

Originator: Daniel Robinson

Business Unit: Corporate Services      Department: Financial Services Department

Subject: Precommitment of 2026 Capital Budget for Water Meter & Radio Tower upgrades

Closed Session: yes ☐ no ☒

---

### Recommendation

That City Council authorizes the precommitment against the 2026 General Capital Budget as outlined in Report to Council CORP 2025-073, dated July 30, 2025 from Daniel Robinson.

---

### Background

Project No. 4366WS Water Meter & Radio Upgrade was initiated in 2023 to ensure the City's water billing system remains current and provides a platform for accurate data and associated billing to users. This project provides for the upgrade of the Neptune water meter data collectors from R450 to the R900 system, utilizing the LoRaWAN gateway to enhance communications between the water meters and the Neptune software. This project also provides for the replacement of the older retrofit, non-Neptune water meters that are approaching end of life.

This project was scheduled from 2023 to 2026, with an annual budget allocation of approximately \$245,000. To date, the project has remained on schedule and within budget. In 2023 and 2024, new collectors were purchased and installed, along with significant meter replacements. Work in 2025 has continued with additional meter replacements and is on track for completion this Fall. There is an opportunity to improve project efficiency by incorporating the 2026 installations into the Fall 2025 work plan.

Pre-approval of the associated expenditures is required to procure materials and ensure timely completion of the work this Fall.

---

### Financial/Legal Implications

The Tax and Water department is requesting a precommitment of 2026 capital funding up to **\$245,000** Project No. 43366WS Water Meter & Radio Tower Upgrades 2023 On-going in order to expediate the upgrades and associated benefits.

This request would allow:

- Cost savings through the purchase of water meter materials and equipment at current pricing.
- Cost savings through the purchase of discounted meter interface units (discount ends December 31<sup>st</sup>, 2025).

This precommitment will allow the City's Tax and Water Department to secure the necessary materials, equipment and labour in order to realize cost savings. Communication with the contractor has confirmed that they could have capacity to support early completion of the project, but would need immediate City confirmation to schedule appropriately.

The request for preapproval of the final project installment is reasonable given the anticipated benefits. Furthermore, the City's 2025 approved Capital Budget was balanced for 2026 as such there would be sufficient funding anticipated in 2026 to provide for this precommitment.

---

### **Corporate Strategic Plan**

- |                                                                           |                                                  |
|---------------------------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Natural North and Near                           | <input type="checkbox"/> Economic Prosperity     |
| <input type="checkbox"/> Affordable Balanced Growth                       | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government |                                                  |

### **Specific Objectives**

- Ensure the efficient and effective operations of the city, with consideration to the impact of decisions on the water and wastewater revenues and rates.

---

### **Options Analysis**

Option 1: Authorize the precommitment of 2026 Capital Budget funds. This option will allow completion of the project up to one year earlier and realized costs savings while enhancing data and customer services.

This option is recommended.

Option 2: Not authorize the precommitment of 2026 Capital Budget funds. Without the authorization there will be potential cost increases, lost potential benefits, and a delay in mitigating current challenges within water meter and associated billing processes.

This option is not recommended.

---

### **Recommended Option**

That City Council authorizes the precommitment against the 2026 General Capital Budget as outlined in Report to Council CORP 2025-073, dated July 30, 2025 from Daniel Robinson.

---

Respectfully submitted,

Name: Dan Robinson

Title: Manager, Tax and Water

**I concur with this report and recommendation**

Name: Margaret Karpenko, CPA, CMA  
Title: Chief Financial Officer /Treasurer

Name: John Severino, P.Eng., MBA  
Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Dan Robinson  
Title: Manager, Tax and Water



**Subject:** Report from Ian Kilgour dated July 10, 2025 re Approval of City Assets Eligible for Naming Rights Sponsorship - Community Recreation Centre

**File No.**

**Res.** 2025 - \_\_\_\_\_

**Moved by Councillor:** \_\_\_\_\_

**Seconded by Councillor:** \_\_\_\_\_

That Council approve the list of City Assets eligible for Naming Rights Sponsorship, as outlined in Attachment "A" to Report to Council CSBU 2025-046 dated July 10, 2025 from Ian Kilgour, in accordance with Section 7.1.1 of the City's Sponsorship Policy.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict \_\_\_\_\_

Endorsement of Chair \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

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Record of Vote (*Upon Request of Councillor* \_\_\_\_\_)

Signature of Clerk \_\_\_\_\_

## **City of North Bay Report to Council**

Report No: CSBU-2025-046

Date: July 10, 2025

Originator: Ian Kilgour

Business Unit:

Community Services

Department:

Community Development and Growth

Subject: Approval of City Assets Eligible for Naming Rights Sponsorship-Community Recreation Centre

Closed Session: yes ☐ no ☒

---

### **Recommendation**

That Council approve the list of City Assets eligible for Naming Rights Sponsorship as outlined in Attachment "A" to Report No. CSBU-2025-046 dated July 10, 2025 from Ian Kilgour, in accordance with Section 7.1.1 of the City's Sponsorship Policy.

---

### **Background**

*This is a supplemental report to Report No: CSBU-2025-024 (Attachment "B")*

At the meeting of Council held on July 8, 2025, Council adopted the Sponsorship Policy (Attachment "C"), which establishes a consistent and transparent framework for managing sponsorship opportunities that align with the City's values, public image, and strategic goals.

Section 5.3 of the policy identifies that Naming Rights Sponsorship may be sought for:

- 5.3.1 – The exterior of a City Asset such as buildings/ facilities/ outdoor spaces; and
- 5.3.2 – The sub-component of a City Asset (i.e. amenities such as rinks, dressing rooms, meeting rooms, etc).

In accordance with Section 7.1.1 of the policy, City Council is responsible for approving the City Assets eligible for Naming Rights.

The construction of the Community Recreation Centre project provides opportunities for Naming Rights Sponsorship. Looking at similar projects in other communities and reviewing Naming Rights Opportunities for the Community Recreation Centre, staff have prepared a preliminary list of eligible City Assets for Council's consideration and formal approval. This list is attached as Attachment "A" to this report.

With Council's approval of the list outlined in Attachment "A" to this report, staff will initiate a Request for Proposal process to attract Naming Rights Sponsorship for the City Assets at the Community Recreation Centre. This will enable the City to pursue strategic sponsorship opportunities that generate new revenue.

---

### **Financial/Legal Implications**

There are no immediate financial or legal implications associated with this report.

Any future Naming Rights Sponsorship Agreements will be reviewed in accordance with the approved Sponsorship Policy and brought forward to Council as required. Proceeds from Naming Rights Sponsorship Agreements may be allocated toward the operating budget and the assets life cycle reserve, consistent with the financial implications outlined in Report No. CSBU-2025-024 (Attachment "B").

---

### **Corporate Strategic Plan**

- |                                                                           |                                                         |
|---------------------------------------------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> Natural North and Near                           | <input checked="" type="checkbox"/> Economic Prosperity |
| <input checked="" type="checkbox"/> Affordable Balanced Growth            | <input type="checkbox"/> Spirited Safe Community        |
| <input checked="" type="checkbox"/> Responsible and Responsive Government |                                                         |

### **Specific Objectives**

- Consider all aspects of decisions to fund new infrastructure.
- Ensure the efficient and effective operations of the city, with particular consideration to the impact of decisions on the property tax rate.
- Ensure that Council and staff have a shared perception and goals.
- Promote and support public and private sector investment.

---

### **Options Analysis**

Option 1:

That Council approve the list of City Assets eligible for Naming Rights Sponsorship as outlined in Attachment "A" to Report No. CSBU-2025-046, in accordance with Section 7.1.1 of the City's Sponsorship Policy.

This is the recommended option as it is consistent with the City's Sponsorship Policy and provides an opportunity to generate new revenue.

Option 2:

That Council not approve the list of City Assets eligible for Naming Rights Sponsorship as outlined in Attachment "A" to Report No. CSBU-2025-046, in accordance with Section 7.1.1 of the City's Sponsorship Policy.

---

**Recommended Option**

That Council approve the list of City Assets eligible for Naming Rights Sponsorship as outlined in Attachment "A" to Report No. CSBU-2025-046 dated July 10, 2025 from Ian Kilgour, in accordance with Section 7.1.1 of the City's Sponsorship Policy.

---

Respectfully submitted,

Name: Ian Kilgour, MCIP, RPP

Title: Director, Community Services

**I concur with this report and recommendation**

Name: Shannon Saucier, CPA, CA

Title: Director, Strategic Initiatives

Name: Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Name: John Severino, P.Eng., MBA

Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Ian Kilgour, MCIP, RPP

Title: Director, Community Services

Name: Melinda Fry

Title: Manager, Sports & Events

## City Assets Eligible for Naming Rights Sponsorship

<b>Issued:</b>	<b>Revision Dates:</b>	<b>Approved by Council:</b>

The following is a list of City Assets eligible for Naming Rights Sponsorship in accordance with Section 7.1.1 of the City's Sponsorship Policy.

<b>ASSET #</b>	<b>ASSET NAME</b>	<b>QUANTITY AVAILABLE</b>	<b>ASSET TYPE</b>	<b>PARENT ASSET</b>	<b>POLICY SECTION</b>
1	North Bay Community and Recreation Centre	1	Exterior of facility	N/A	5.3.1
2	Ice Pads	2	Interior subcomponent	North Bay Community and Recreation Centre	5.3.2
3	Walking / Running Track	1	Interior subcomponent	North Bay Community and Recreation Centre	5.3.2
4	Public Lobby	1	Interior subcomponent	North Bay Community and Recreation Centre	5.3.2
5	Community Room	1	Interior subcomponent	North Bay Community and Recreation Centre	5.3.2
6	Accessible Elevator	1	Interior subcomponent	North Bay Community and Recreation Centre	5.3.2
7	Team Change Rooms	14	Interior subcomponent	North Bay Community and Recreation Centre	5.3.2

## City of North Bay Report to Council

Report No: CSBU-2025-024

Date: June 23, 2025

Originator: Ian Kilgour

Business Unit:

Community Services

Department:

Community Development and Growth

Subject: Sponsorship Policy

Closed Session: yes ☐ no ☒

---

### Recommendation

That Council:

Adopt the Sponsorship Policy attached as Schedule "A" to Report No. CSBU-2025-024.

---

### Background

*This is a supplemental report to Report No: CSBU-2025-006*

The City of North Bay recognizes Sponsorship as an ancillary revenue opportunity. Sponsorship is a marketing-oriented arrangement in which a third party provides financial or In-Kind contributions in exchange for recognition, public acknowledgment, or promotional consideration.

The Sponsorship Policy, attached as Schedule "A" to this report recognizes two forms of Sponsorship:

- Community Program Sponsorship supports Community Programs such as City-run services, events, or initiatives. It involves financial or In-Kind support provided in exchange for recognition or public association, without naming rights.
- Naming Rights Sponsorship grants the right to publicly display a third party's name on a City Asset or sub-component of a City Asset (such as buildings, facilities, or amenities) for a defined period, in exchange for financial support.

The proposed Sponsorship Policy provides a consistent and transparent framework for managing these opportunities, ensuring alignment with the City's values, public image, and strategic priorities. It outlines criteria for eligibility, roles and responsibilities for staff and Council, and the conditions under which Sponsorships may be pursued or accepted.

The Policy does not impact existing named City Assets. It also provides Council the flexibility to assign names to City Assets outside of commercial Sponsorship Agreements. Specifically, the policy identifies two non-commercial naming categories:

- a) Commemorative Naming, which involves naming a City Asset or real estate property to recognize a significant historical event or occurrence; and
- b) Honorific Naming, which acknowledges individuals, organizations, or service clubs for significant philanthropic support, volunteerism, or contributions to the community. These Naming's are not associated with commercial Sponsorship and are considered on a case-by-case basis, requiring Council approval.

---

## **Financial/Legal Implications**

Existing City staff has the knowledge and resources associated with Sponsorship promotion and administration. No new funding outside existing budgets is required for implementation.

Community Program Sponsorship revenue will be accounted for in the department responsible for the Community Program receiving the Sponsorship benefit.

Naming Rights Sponsorship revenue may be recognized partially within the operating budget and the assets life cycle reserve. The allocation of the revenue will take into consideration the value of the sponsorship and the assets life cycle strategy.

---

## **Corporate Strategic Plan**

- |                                                                           |                                                         |
|---------------------------------------------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> Natural North and Near                           | <input checked="" type="checkbox"/> Economic Prosperity |
| <input checked="" type="checkbox"/> Affordable Balanced Growth            | <input type="checkbox"/> Spirited Safe Community        |
| <input checked="" type="checkbox"/> Responsible and Responsive Government |                                                         |

## **Specific Objectives**

- Promote and support public and private sector investment.
- Consider all aspects of decisions to fund new infrastructure.
- Ensure the efficient and effective operations of the city, with particular consideration to the impact of decisions on the property tax rate.

---

## **Options Analysis**

### Option 1:

That Council:

Adopt the Sponsorship Policy attached as Schedule "A" to Report No. CSBU-2025-024.

### Option 2:

That Council:

Does not adopt the Sponsorship Policy attached as Schedule "A" to Report No. CSBU-2025-024.

---

## **Recommended Option**

That Council:

Adopt the Sponsorship Policy attached as Schedule "A" to Report No. CSBU-2025-024.

---

Respectfully submitted,

Name: Ian Kilgour, MCIP, RPP

Title: Director, Community Services

### **I concur with this report and recommendation**

Name: Shannon Saucier, CPA, CA

Title: Director, Strategic Initiatives

Name: Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Name: John Severino, P.Eng., MBA

Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Ian Kilgour, MCIP, RPP

Title: Director, Community Services





## Sponsorship Policy

Issued:	Revision Dates:	Approved by Senior Management:

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## Part 1 - Background

Sponsorship is the overarching term describing a marketing-oriented, contracted arrangement where a third party provides financial or In-Kind contributions in return for recognition, public acknowledgement, or promotional considerations.

This Policy recognizes two forms of Sponsorship:

- Community Program Sponsorship supports Community Programs such as City-run services, events, or initiatives. It involves financial or In-Kind support provided in exchange for recognition or public association, without naming rights.
- Naming Rights Sponsorship grants the right to publicly display a third party's name on a City Asset or sub-component of a City Asset (such as buildings, facilities, or amenities) for a defined period, in exchange for financial support.

## Part 2 - Purpose

This Policy provides a clear framework for managing Sponsorship opportunities related to City Assets and Community Programs. It ensures fair and transparent administration of these partnerships to benefit both the City and the community while upholding the City's values and public image.

## Part 3 - Outcomes

- 3.1 Generate a new ancillary revenue stream to assist in funding municipal priorities by leveraging City investments in community facilities and programs;
- 3.2 Create meaningful partnerships that help Sponsors achieve their business objectives, enhance brand visibility, and connect with the community in a lasting and impactful way;
- 3.3 Outline the criteria and processes to assess potential Sponsorship opportunities, providing clear direction for responding to Sponsorship requests;
- 3.4 Encourage consistent decision-making on accepting or declining Sponsorship opportunities to ensure alignment with the City's Strategic Priorities and Opportunities; and
- 3.5 Safeguard the City's corporate values, image, assets, and interests.

## Part 4 - Definitions

- 4.1 **Advertising:** A commercial message directed toward a specific audience, typically paid for by the advertiser, with no implied association between the advertiser and the organization offering the advertising opportunity.
- 4.2 **Agreement:** A formal, legally binding contract between the City and a Sponsor outlining the terms, conditions, and obligations of a Sponsorship arrangement.

- 4.3 **City:** The Corporation of the City of North Bay.
- 4.4 **City Asset:** A facility, building, outdoor space, physical infrastructure, or component thereof that is owned and operated by the City of North Bay.
- 4.5 **Commemorative Naming:** Naming a City Asset or real estate property to recognize a significant historical event or occurrence.
- 4.6 **Community Program:** A service, program, initiative, attraction, event or festival managed by the City of North Bay.
- 4.7 **Council:** The municipal Council of the City of North Bay.
- 4.8 **Donation (Gift):** A contribution of cash, goods, or services provided voluntarily to support City Assets, events, or programs, without expectation of recognition in return.
- 4.9 **Grant:** A financial contribution given to the City by a government body, foundation, or other organization to support specific projects, programs, or City Assets.
- 4.10 **Honorific Naming:** The naming of a City Asset in recognition of significant philanthropic support, volunteer service, or contributions to the community by an individual, organization, or service club.
- 4.11 **In-Kind:** A transaction involving a good or service that is provided to a project where no money is exchanged between the two organizations. In-Kind services may be in the form of a Sponsorship or a Donation.
- 4.12 **Policy:** Refers to this Sponsorship Policy, which provides a clear framework for managing Sponsorship opportunities related to City Assets and Community Programs.
- 4.13 **Sponsor:** An external business, organization, or individual that enters into an Agreement with the City to provide financial or In-Kind support in exchange for public recognition or association with a City Asset or Community Program.
- 4.14 **Sponsorship:** A marketing-oriented arrangement in which a Sponsor provides financial or In-Kind support to the City in exchange for recognition, association, or promotional opportunities. Sponsorship may take the form of:
  - 4.14.1 **Community Program Sponsorship:** Financial or In-Kind support provided in exchange for recognition or public association with a City-run service, program, event, or initiative without naming rights.
  - 4.14.2 **Naming Rights Sponsorship:** A contractual agreement for a defined period of time where a third party provides financial contribution in return for access to the commercial/marketing potential associated with rights for the inclusion and public display of the third party's name as part of the name of a City Asset or subcomponent of a City Asset.
- 4.15 **Term:** The start and end dates of the agreement and may include provisions for renewal, extension, or early termination.

## Part 5 - Application and Scope

- 5.1 This Policy applies to all Sponsorship arrangements between the City and businesses, not-for-profit organizations and individuals that contribute either financially or In-Kind to the City, except as described in [section 5.4](#).
- 5.2 **Community Program Sponsorship may be sought for:**
  - 5.2.1 Community Programs such as services, programs, initiatives, attractions, events or festivals that are owned, operated, and managed by the City.
- 5.3 **Naming Rights Sponsorship may be sought for:**
  - 5.3.1 The exterior of a City Asset such as buildings/ facilities/ outdoor spaces; and
  - 5.3.2 The sub-component of a City Asset (i.e. amenities such as rinks, dressing rooms, meeting rooms, etc).
- 5.4 **Exceptions - This Policy does not apply to:**
  - 5.4.1 Honorific or Commemorative Naming, which recognizes individuals, groups, or events for significant contributions, community service, or historical importance, and is not associated with commercial Sponsorship. These namings will continue to be considered on a case-by-case basis requiring Council approval;
  - 5.4.2 Philanthropic contributions, or Donations in which property is voluntarily transferred by a third party to the City of North Bay without expectation of recognition in return;
  - 5.4.3 Sale of Advertising or signage space on City-owned facilities and printed materials;
  - 5.4.4 Independent foundations, registered charitable organizations, or service clubs that the City may receive benefit from;
  - 5.4.5 Financial contributions provided to or received by the City through Grant programs, which may be subject to separate agreements or conditions set by the funding body;
  - 5.4.6 Where the City acts as Sponsor of external projects where the City provides funds to an organization or where the City is one of multiple partners involved in hosting an event;
  - 5.4.7 Strategic alliances, strategic partnerships, tenant-landlord relationships, pouring rights, concession contracts, other contracts in accordance with the City's Purchasing by-law, cooperative marketing initiatives or other partnership agreements managed by the City;

- 5.4.8 City Assets or City Programs with existing Honorific, Commemorative, or Sponsorship names, or with approved Sponsorship, Naming Rights, or Advertising Agreements that pre-date this Policy; and
- 5.4.9 City Assets or City Programs that the City determines to enter into mutually beneficial Sponsorship Agreements with local non-profit organizations and/or service clubs.

## **Part 6 - Mandatory Requirements**

### **6.1 General Provisions**

- 6.1.1 All Sponsorships shall be consistent with the City's Strategic Priorities and Opportunities and will not compromise or contradict any by-law or policy of the City, or reflect negatively on the City's public image;
- 6.1.2 Sponsorship opportunities shall be presented and made available in an open, fair and equitable manner;
- 6.1.3 Sponsorship proposals shall be in writing and outline the marketing benefits and value to be exchanged between both parties and the Term of the Sponsorship;
- 6.1.4 Recommendations for sponsorship revenue shall demonstrate that the evaluation is supported by appropriate research, reflects the type of asset, and considers Community Impact;
- 6.1.5 Community Program Sponsorship revenue will be accounted for in the department responsible for the Community Program receiving the Sponsorship benefit;
- 6.1.6 Naming Rights Sponsorship revenue may be recognized partially within the operating budget and the assets life cycle reserve;
- 6.1.7 The City reserves the right to refuse to enter into Agreements for any Sponsorships that are initiated and solicited by the City;
- 6.1.8 The City will determine on a case-by-case basis if the Sponsorship opportunity is a competitive process;
- 6.1.9 The City reserves the right to reject any unsolicited Sponsorships that have been offered to the City;
- 6.1.10 Past and current Agreements should not be regarded as a precedent for future Agreements;
- 6.1.11 In entering into an Agreement, the City does not endorse a Sponsor's products, services or views;
- 6.1.12 The Sponsor shall not commit any act which the City determines, in its sole and unfettered discretion, to be objectionable and/or a risk to the City's reputation,

integrity, image or rights;

6.1.13 The City reserves the right to terminate, at its sole discretion, an existing Sponsorship Agreement, should conditions arise that make it no longer in the best interests of the City or otherwise not in compliance with City policy; and

6.1.14 The Agreement shall provide that the Sponsor shall not use the City's intellectual property without the City's approval.

## **6.2 Criteria for Sponsorship**

6.2.1 Consistent with [section 6.1.8](#), Naming Rights Sponsorship opportunities may be established through:

- a) Request for proposals;
- b) City-initiated solicitation;
- c) Sponsor-initiated solicitation.

6.2.2 The City will not solicit or accept Sponsorships from companies whose reputation could prove detrimental to the City's public image;

6.2.3 The City will not solicit or accept Sponsorships from companies whose main business is derived from:

- a) The sale of tobacco, cannabis or vaping products;
- b) Religious or political groups or factions or organizations or advocates;
- c) Companies that sell or promote pornography;
- d) The support of/or involvement in the production, distribution, and sale of weapons and other life-threatening products;
- e) Companies that present imaging or messaging that is derogatory, prejudicial, harmful or intolerant of any specific group or individual;
- f) Entities that are in a legal dispute and/or otherwise disqualified from doing business with the City.

6.2.4 Agreements should not influence or be perceived to influence day-to-day business of the City;

6.2.5 The relationship must not cause a City employee or member of Council to receive any product, service or asset for personal gain or use; and

6.2.6 The City must remain in control over the planning, delivery, management of the City Asset receiving the Sponsorship.

## **6.3 Conditions of Sponsorship**

6.3.1 Agreements must be arranged for a fixed term, benefits expressly stated in the Agreement and any Agreement is non-transferrable without the written consent of the City;

- 6.3.2 Recognition shall not unduly detract from physical attributes, character, integrity, or safety of the property or reasonably interfere with its enjoyment or use;
- 6.3.3 Naming Rights Sponsorship Agreements must consider the cost and impact of changing existing signage and rebuilding community recognition, and incorporate those costs into the Agreement;
- 6.3.4 Acceptance of Sponsorship Agreements shall be based on, but not limited to, the following criteria:
  - a) The value of the product, services, or financial contribution provided to the City;
  - b) The length of Term;
  - c) Alignment with the City's Strategic Priorities and Opportunities; and
  - d) Enhancement of the development, delivery, awareness, or sustainability of one or more City programs, services, or properties.

## **Part 7 - Roles and Responsibilities for Administering this Policy**

### **7.1 City Council**

- 7.1.1 Approving City Assets eligible for Naming Rights as defined by section [5.3.1](#) and [5.3.2](#);
- 7.1.2 Approving Agreements for Naming Rights Sponsorships as defined by sections [5.3.1](#) and [5.3.2](#) based on recommendations provided by staff to Council;
- 7.1.3 Authorize City staff to identify Community Program Sponsorship opportunities and execute Community Program Sponsorship arrangements as defined by section [5.2.1](#) in compliance with the Delegation By-Law.

### **7.2 City Solicitor (or delegate[s])**

- 7.2.1 Review and approve the form of all Sponsorship Agreements.

### **7.3 Director of Community Services (or delegate[s])**

- 7.3.1 Lead the strategic direction for Sponsorship opportunities across the City and will oversee the implementation and management of these initiatives in alignment with City priorities. The Director of Community Services may delegate responsibilities as appropriate;
- 7.3.2 Identify and pursue Sponsorship opportunities to maximize benefits for the City;
- 7.3.3 Manage the promotion and administration of Sponsorship opportunities;
- 7.3.4 In consultation with the City Solicitor, ensure that all relevant by-laws and policies are adhered to, appropriate consultation and approval authorities are respected,

and where applicable that insurance, indemnification, and permits have been obtained;

7.3.5 In consultation with the City Solicitor, ensure that all Agreements properly reflect the City's best interests and those specific deliverables of the participating Departments;

7.3.6 Ensure that all Agreements consider the provisions noted in this Policy; and

7.3.7 Responsible for maintaining a log of all Agreements and for maintaining communications with the Sponsor.

#### **7.4 Financial Services**

7.4.1 The Finance department is responsible for ensuring that the acceptance of sponsorship revenue is in compliance with this policy and the City's finance policies and procedures.

### **Part 8 - Monitoring and Compliance**

8.1 This Policy applies to all Community Program Sponsorships and Naming Rights Sponsorships between the City and businesses, not-for-profit organizations and individuals that contribute either financially or In-Kind to the City, with the exception of Sponsorship arrangements entered into prior to the adoption of this Policy.

8.2 All Agreements by way of this Policy are to be prepared or reviewed by the City, using a legal form consistent with the size, complexity and scope of the Sponsorship opportunity.

8.3 All Agreements by way of this Policy will include the following clause: "Where it is determined by the City in its sole discretion that the Sponsor is non-compliant with this Sponsorship Policy, the City at its absolute and sole discretion, may terminate the Sponsorship Agreement at no penalty to the City".

### **Part 9 - City Assets Approved for Naming Rights Sponsorship Opportunities**

9.1 City Staff will present Naming Rights Sponsorship opportunities to Council for approval on a case-by-case basis through a report to Council. The report will identify the specific City Asset or sub-component being proposed for Naming Rights, along with supporting rationale, terms, and alignment with this Policy.

9.2 Only City Assets that have been approved by Council will be considered eligible for Naming Rights.



**Subject:** Report from Blair Grant dated July 28, 2025 re Capital Variance Report, as at June 30, 2025

**File No.**

**Res.** 2025 - \_\_\_\_\_

**Moved by Councillor:** \_\_\_\_\_

**Seconded by Councillor:** \_\_\_\_\_

That Council:

1. receive the Capital Variance Report, as at June 30, 2025, as set out in Report to Council CORP 2025-075 dated July 28, 2025 from Blair Grant;
2. authorize the reserve transfers and budget adjustments, as detailed in Report to Council CORP 2025-075 dated July 28, 2025 from Blair Grant, inclusive of Appendix B and C; and
3. authorize the creation and transfer of the Housing Accelerator Fund to discretionary reserve fund 99605R – Housing Accelerator Fund (HAF).

Carried

☐

Carried as amended

☐

Lost

☐

Conflict \_\_\_\_\_

Endorsement of Chair \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

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\_\_\_\_\_

Record of Vote (*Upon Request of Councillor* \_\_\_\_\_)

Signature of Clerk \_\_\_\_\_  
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## City of North Bay Report to Council

Report No: CORP-2025-075

Date: July 28, 2025

Originator: Blair Grant

Business Unit: Corporate Services

Department: Financial Services Department

Subject: Capital Variance Report as at June 30, 2025

Closed Session: yes ☐ no ☒

---

### Recommendation

That Council:

- 1) receive the Capital Variance Report as at June 30, 2025, as set out in Report to Council No. CORP 2025-075, dated July 28, 2025 from Blair Grant; and,
- 2) authorize the reserve transfers and budget adjustments as detailed in Report to Council No. CORP 2025-075, dated July 28, 2025 from Blair Grant, inclusive of Appendix B and C; and,
- 3) authorize the creation and transfer of the Housing Accelerator Fund funding to discretionary reserve fund 99605R – Housing Accelerator Fund (HAF)

---

### Background

The purpose of the Capital Variance Report is to provide Council with a summary of open and active capital projects, provide an update on individual budget to actual variances, and to obtain Council authority to transfer budget funds (to) from reserves, to other open projects as at June 30, 2025, and to close completed projects.

---

### Financial/Legal Implications

#### On-going Project Management

Project managers are responsible for ensuring that their respective projects are progressing as planned and for the ongoing monitoring of the financial status of their projects in accordance with the following:

- The contingency management section of the Purchasing By-Law, By-Law No. 2013-200.
- Budget and budget reporting prepared in accordance the City's Budget Policy which was approved on November 28, 2023, through Report to Council No. CORP 2023-147 – Long-Term Financial Plan Committee Recommendations.
- Capital Projects are to be managed in accordance with the City's Capital Project Management Process, which was approved on November 28, 2023, through Report to Council No. CORP 2023-147 – Long-Term Financial Plan Committee Recommendations.

- Periodic audits of active project activity listings are reviewed to assess whether expenditure and funding classification are reasonable. Large expenditures are validated, traced to original invoice or certificate of payments and projections are recalculated to test whether total projected actuals are reasonable.

### **Summary of Results as at June 30, 2025**

Appendix A summarizes the 282 open and active projects as at June 30, 2025. This appendix reconciles the Life to Date Approved Funding of the 282 open and active projects before and after the reserve transfers and budget adjustments as proposed through Appendix B and C of this report. Projects that will remain open are identified with a "O" and projects set to close are identified with a "C" on Appendix A.

Appendix B summarizes the 22 projects with an estimated balance to be transferred to / from reserves as at June 30, 2025. The net transfer to reserves is estimated to be \$982,131 and the recommendation is to transfer the balances to / from the related Reserve Fund as detailed in Appendix B.

Appendix C summarizes the 22 projects with estimated funds that are recommended to be transferred to other open projects as at June 30, 2025. Please refer to Appendix C for the rationalization of each transfer.

Following the proposed reserve transfers and budget adjustments, the total unspent budget authority for all open and active projects is \$184,161,466. The unspent budget authority, defined as the difference between the approved budget and actual project expenditures, has increased by \$82,478,740 from the \$101,682,726 in unspent budget authority reported in the Summary of Open and Active Capital Projects as at December 31, 2024. This is reasonable as a significant portion of the unspent budget authority relates to the Community and Recreation Centre, and the McKeown Avenue road widening which are well under way as well as the timing of the June 30, 2025 Capital Variance Report. Peak construction, particularly for major capital projects, is late May to October with a one-month lag occurring between the timing of the construction and receipt of the related invoice. As such, there is minimal spending that typically occurs between January and June of each year.

The \$184,161,466 in unspent budget authority does not translate into an equal amount in excess cash in the City's bank account. The City uses a combination of the capital levy in the General and Water and Wastewater operating budgets, debt, grants, and reserve funds (such as development charges) to finance capital projects. Effort is taken to align financing for projects with the expected timing of the capital works. As at December 31, 2024, \$20,603,756 in debenture authority has been carried forward to 2025. As per By-Law No. 2025-27, \$6,798,512 of this debenture authority was utilized in early 2025 which leaves \$13,805,244 of pre-2025 debenture authority to be utilized in the future. In addition, grants and certain cost sharing arrangements for projects are typically provided on a cost reimbursement basis so the City does not receive funding until the related project costs have been incurred.

The following table summarizes the open projects that represent the majority of the unspent budget authority as at June 30, 2025 and where plans and commitments are in place:

<b>Project Description</b>	<b>Unspent Budget Authority</b>
<u>3700RD/SS/ST/WS – Seymour St. – Station to Wallace – Widening and Signals</u> The construction contract was awarded in June 2025 as per Report to Council No. 2025-063. Construction is anticipated to be completed in 2026.	10,901,576
<u>3801RD/SS/ST/WS – McKeown Ave. Widening – Gormanville to Cartier</u> The construction contract was awarded in May 2024 as per Report to Council No. 2024-041. Construction is anticipated to be completed in 2025.	10,875,213
<u>3818RD/SS – Premier Pumping Station Replacement</u> The Municipal Class EA has been completed. Request for Proposal for a consultant is expected to go out in 2026 with construction to start in 2026.	3,291,004
<u>3825SS – Wastewater Treatment Plant – Intake Chamber Replacement</u> The design contract was awarded in April 2022 as per Report to Council No. CORP 2022-054 and is anticipated to go out for tender in the fall of 2025 with construction in the spring of 2026.	11,060,258
<u>3912GG/WS – Integrated Software Solution</u> Identification of business process needs and future requirements is being finalized. This work is informing the development of the Request for Proposal for the Enterprise Resource Planning (ERP) software solution.	4,703,467
<u>3919RD/SS/ST/WS – Metcalfe St. – Laurier to End</u> The design Request for Proposal is anticipated to go to market in the summer of 2025 with construction planned in 2026.	4,393,700
<u>3931RD/WS – Ellendale Second Feed</u> The design contract was awarded in October 2024 as per Request for Proposal 2024-038 with construction anticipated to start in 2026/2027.	1,777,585
<u>4003WS – Membrane Module Replacement</u> Purchase of the membrane replacement is anticipated to be awarded in 2025.	3,000,000
<u>4025RD – Booth Road &amp; Lakeshore Drive Intersection Reconstruction</u> The construction contract was awarded in March 2025 as per Report to Council No. 2025-025. Construction started in spring 2025 and will be done in conjunction with Project No. 4510RF – Community and Recreation Centre.	1,995,941

<u>4040RF – Omischl Field C Replacement</u> Request for Proposal for the Omischl Field C rehabilitation is being drafted and is anticipated to be done in 2026.	2,055,200
<u>4302RD/ST – Pearson St. and Bank St. Culvert Replacements</u> The construction is anticipated to be tendered in winter of 2025 with work to be done in spring of 2026.	1,235,512
<u>4310RD/SS/ST/WS – Pearce St. Extension to Tower Dr.</u> Work is anticipated to be started in 2026 following finalization of outstanding agreements.	4,675,400
<u>4330TR – Construction of Sidewalks for Transit Routes – Phase 2</u> The construction contract was awarded in February 2025 as per Report to Council No. CORP 2025-018. Work started in spring of 2025.	2,438,273
<u>4340ST – Laurentian Heights Stormwater Management Pond</u> A cost share agreement was executed in April 2024 as per Report to Council No. CSBU 2024-019. Construction is anticipated to be completed in the summer of 2025.	1,896,181
<u>4361SL – Marshall Park &amp; Lakeshore Drive Traffic Signals</u> The tender for the construction closed in July 2025 and is anticipated to start in the late summer/ early fall of 2025 with completion in 2026.	1,186,822
<u>4498PD – North Bay Police Services Electrical &amp; Generator Replacement</u> Design is underway with construction anticipated to be tendered in the summer of 2025 with construction to begin in the fall of 2025.	1,878,462
<u>4510RF – Community and Recreation Centre</u> The project development services for the progressive design build contract was awarded in May 2024 as per Report to Council No. CAO 2024-004. The execution of the change order for the Guaranteed Maximum Price was authorized in November 2024 through Report to Council No. CAO 2024-008. Project is anticipated to be completed in 2026.	50,061,049
<u>4513PD – North Bay Police Service Radio System Replacement</u> An agreement for the upgrade of the K-Core system has been signed, which is the first step of the radio system replacement.	1,143,166
<u>4515TR – Construction of Sidewalks for Transit Routes – Phase 1 Stage 3</u> The construction contract was awarded in March 2025 as per Report to Council No. CORP 2025-029. Work started in spring of 2025.	4,344,140
<u>4528ST – Ski Club Drainage</u> Tender package is being prepared with construction planned in 2025/2026.	1,200,000

<u>4530SS – Clarifier Mechanism Replacement</u> Design for the clarifier mechanism replacement is complete. Construction is anticipated to be tendered in 2025/2026 with work to be done in 2026.	1,563,801
<u>6483AA – Cassellholme Redevelopment</u> This project represents the City's estimated share of annual financing costs associated with the Cassellholme Redevelopment.	8,497,270
<u>6836RD – Asphalt Resurfacing 2025 On-going</u> The construction contract was awarded in June 2025 through Report to Council 2025-061 and is anticipated to be completed in 2025.	3,720,862
<u>6844RD/SS/ST/WS – City Share of Development Costs 2025 On-going</u> This project is available for the City to respond to various development requests. In July 2025, the City entered into a cost-share agreement as per CSBU 2025-043 which represents one plan for this budget.	1,310,264
<u>6866PD – North Bay Police Services 2025 On-going</u> Three patrol vehicles have been ordered in 2025 and are expected to arrive in 2025/2026.	1,450,611
<u>6867LB – North Bay Public Library 2025 On-going</u> The North Bay Public Library is reviewing options to replace the elevator in the building for which the majority of these funds are planned.	1,142,695
<u>6898SS – Wastewater Treatment Plant Exterior Rehab 2025 On-going</u> The design for phase two of the Administration Building exterior rehabilitation is now complete. Construction is anticipated to be awarded in 2025/2026 with work to take place in 2026.	1,529,239
<u>6908WS – Watermain Rehabilitation Program 2025 On-going</u> Design for this project is currently in progress with construction anticipated to be tendered in 2025.	2,728,246
<b>Total</b>	<b>\$146,055,937</b>

### **Long-Term Capital Funding Policy**

The City's Long-Term Capital Funding Policy stipulates that projects must begin incurring substantial costs within a two-year period. To the extent that a project does not incur substantial costs within the two-year period, the project shall be considered cancelled and will need to be reconsidered as part of the allocation of the capital expenditure limit in subsequent years.

As part of the annual Capital Budget process, Senior Management will review all on-going projects with pre-2024 budgets to identify those projects that have unspent budget dollars and have no definitive plans. The review will identify unspent capital budget dollars recommended for cancellation or to be transferred to an appropriate

reserve and the results of the review will form part of the December 31, 2025 Capital Variance Report.

### **Housing Accelerator Fund Funding**

In December 2024, the City signed a contribution agreement with the Canada Mortgage and Housing Corporation (CMHC) to receive funding through the Housing Accelerator Fund. This funding is intended to create more supply of housing at an accelerated pace and to enhance certainty in the approvals and building process. The City is working through the Approved Action Plan as set out in Schedule A of the signed contribution agreement and in January 2025, the first instalment was received. To efficiently track and manage the spending on the initiatives as set out in the Approved Action Plan, it is recommended to create and transfer this funding to discretionary reserve fund 99605R – Housing Accelerator Fund (HAF).

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### **Corporate Strategic Plan**

- |                                                                           |                                                  |
|---------------------------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Natural North and Near                           | <input type="checkbox"/> Economic Prosperity     |
| <input checked="" type="checkbox"/> Affordable Balanced Growth            | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government |                                                  |

### **Specific Objectives**

- Maintain infrastructure across the city in a good state of repair
- Maximize funding opportunities with other governments

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### **Recommended Option**

That Council:

- 1) receive the Capital Variance Report as at June 30, 2025, as set out in Report to Council No. CORP 2025-075, dated July 28, 2025 from Blair Grant; and,
- 2) authorize the reserve transfers and budget adjustments as detailed in Report to Council No. CORP 2025-075, dated July 28, 2025 from Blair Grant, inclusive of Appendix B and C; and,
- 3) authorize the creation and transfer of the Housing Accelerator Fund funding to discretionary reserve fund 99605R – Housing Accelerator Fund (HAF).

---

Respectfully submitted,

Name: Blair Grant, CPA, CA

Title: Coordinator, Financial Reports

### **I concur with this report and recommendation**

Name Laura Boissonneault, CPA, CGA

Title: Director, Financial Services / Deputy Treasurer

Name Ian Kilgour, MCIP, RPP

Title: Director, Community Services

Name Alan Korell P.Eng.

Title: Interim City Engineer

Name Jason Whiteley

Title: Fire Chief

Name Shannon Saucier, CPA, CA

Title: Director, Strategic Initiatives

Name Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Name John Severino, P.Eng., MBA

Title: Chief Administrative Officer

Personnel designated for continuance:

Blair Grant, CPA, CA

Coordinator, Financial Reports

Attachments:

Appendix A – Summary of Open and Active Projects as at June 30, 2025

Appendix B – Transfer (to) from Reserve Funds

Appendix C – Transfer to Other Open Projects



**Appendix A**  
**Summary of Open and Active Capital Projects**

	Project Number	Project Title	Project to Stay Open (O) or be Closed (C)	Life to Date Approved Funding (Including Anticipated 3rd Party Sources)	Transfers (to) from Reserves (Appendix B)	Transfers to Other Open Projects (Appendix C)	Adjusted Life to Date Approved Funding (Including Anticipated 3rd Party Sources)	Life to Date Expenditures	Current Unspent Budget Authority	% Completed	Anticipated Completion Year
1	3405PK	Parking Property Acquisition Program	O	600,000	-	-	600,000	-	600,000	0.00%	2031
2	3418PZ	Trout Lake Watershed Study	O	203,500	-	-	203,500	128,928	74,572	63.36%	2026
3	3508PR	Parks and Playgrounds - New Neighbourhood Parks	O	10,000	-	-	10,000	-	10,000	0.00%	2031
4	3509PZ	Official Plan 5 Year Review and Study Update	O	264,215	-	-	264,215	258,387	5,828	97.79%	2026
5	3518PR	King's Landing Commercialization of Waterfront	O	816,181	-	-	816,181	734,330	81,851	4.64%	2032
6	3520FD	Fire Records Management Software	O	349,000	-	-	349,000	119,499	229,501	34.24%	2025
7	3603FD	Fire Department Training Facilities	O	315,905	-	-	315,905	171,402	144,503	54.26%	2025
8	3700RD	Seymour St. - Station to Wallace - Widening and Signals	O	5,867,286	-	-	5,867,286	128,532	5,738,754	2.19%	2026
9	3700SS	Seymour St. - Station to Wallace - Widening and Signals	O	1,008,800	-	-	1,008,800	41,138	967,662	2.10%	2026
10	3700ST	Seymour St. - Station to Wallace - Widening and Signals	O	1,325,687	-	-	1,325,687	53,077	1,272,610	4.00%	2026
11	3700WS	Seymour St. - Station to Wallace - Widening and Signals	O	3,059,500	-	-	3,059,500	136,950	2,922,550	2.39%	2026
12	3715RD	Pinewood Park & Lakeshore Drive Intersection Reconstruction	O	750,000	-	-	750,000	240,209	509,791	4.93%	2027
13	3801RD	McKeown Ave. Widening - Gormanville to Cartier	O	8,125,900	-	-	8,125,900	1,857,062	6,268,838	22.85%	2026
14	3801SS	McKeown Ave. Widening - Gormanville to Cartier	O	2,375,000	-	-	2,375,000	613,082	1,761,918	25.81%	2026
15	3801ST	McKeown Ave. Widening - Gormanville to Cartier	O	2,422,000	-	-	2,422,000	1,195,437	1,226,563	49.36%	2026
16	3801WS	McKeown Ave. Widening - Gormanville to Cartier	O	2,010,000	-	-	2,010,000	392,106	1,617,894	19.51%	2026
17	3810RD	Main St. - Gormanville to Memorial	O	128,143	-	-	128,143	2,625	125,518	0.15%	2028
18	3810SS	Main St. - Gormanville to Memorial	O	210,278	-	-	210,278	7,351	202,927	0.08%	2028
19	3810ST	Main St. - Gormanville to Memorial	O	10,000	-	49,000	59,000	-	59,000	0.00%	2028
20	3810WS	Main St. - Gormanville to Memorial	O	127,153	-	-	127,153	525	126,628	0.03%	2028
21	3818RD	Premier Pumping Station Replacement	O	650,000	-	-	650,000	23,280	626,720	1.72%	2027
22	3818SS	Premier Pumping Station Replacement	O	2,850,000	-	-	2,850,000	185,716	2,664,284	4.35%	2027
23	3819RD	Asset Management Plan Update	O	167,588	-	-	167,588	164,078	3,510	97.91%	2025
24	3819SS	Asset Management Plan Update	O	55,000	-	-	55,000	835	54,165	1.52%	2025
25	3819ST	Asset Management Plan Update	O	25,000	-	-	25,000	380	24,620	1.52%	2025
26	3819WS	Asset Management Plan Update	O	114,047	-	-	114,047	760	113,287	0.67%	2025
27	3822PK	Parking Strategy for Downtown and Waterfront	O	151,750	-	-	151,750	4,250	147,500	2.80%	2026
28	3825SS	Wastewater Treatment Plant - Intake Chamber Replacement	O	11,679,492	-	-	11,679,492	619,234	11,060,258	5.30%	2026
29	3830GD	Merrick Landfill Gas (LFG) Collection Infrastructure	O	685,824	-	-	685,824	525,420	160,404	76.61%	2031
30	3905WS	Cedar Heights Rd. - Larocque BPS	O	650,000	-	-	650,000	-	650,000	0.00%	2028
31	3912GG	Integrated Software Solution	O	3,084,000	-	-	3,084,000	396,533	2,687,467	12.86%	2028
32	3912WS	Integrated Software Solution	O	2,016,000	-	-	2,016,000	-	2,016,000	0.00%	2028
33	3918RD	Algonquin/Jane/Front Intersection Addition of Left Turn Lane	C	1,709,520	(27,281)	-	1,682,239	1,682,239	-	100.00%	2025
34	3919RD	Metcalfe St - Laurier to End	O	2,050,000	-	-	2,050,000	94,500	1,955,500	4.61%	2027
35	3919SS	Metcalfe St - Laurier to End	O	650,000	-	-	650,000	600	649,400	0.09%	2027
36	3919ST	Metcalfe St - Laurier to End	O	1,110,000	-	-	1,110,000	600	1,109,400	0.05%	2027
37	3919WS	Metcalfe St - Laurier to End	O	680,000	-	-	680,000	600	679,400	0.09%	2027
38	3926GD	Merrick Landfill Lifecycle Extension Environmental Assessment	O	590,000	-	-	590,000	16,795	573,205	0.21%	2032
39	3931RD	Ellendale Second Feed	O	302,514	-	-	302,514	7,014	295,500	2.32%	2027
40	3931WS	Ellendale Second Feed	O	1,534,490	-	-	1,534,490	52,405	1,482,085	1.16%	2027
41	3932RD	Lakeshore Dr. - Jessups Creek to Premier Road	O	110,000	-	-	110,000	86,864	23,136	1.28%	2030
42	3932SS	Lakeshore Dr. - Jessups Creek to Premier Road	O	55,000	-	-	55,000	44,101	10,899	1.28%	2030
43	3932ST	Lakeshore Dr. - Jessups Creek to Premier Road	O	30,000	-	-	30,000	25,551	4,449	0.85%	2030
44	3932WS	Lakeshore Dr. - Jessups Creek to Premier Road	O	47,000	-	-	47,000	36,590	10,410	1.02%	2030
45	3934RD	Main St. Rehabilitation	O	9,641,980	-	-	9,641,980	9,162,928	479,052	95.03%	2025
46	3942RF	Omischl Sports Complex - Synthetic Turf Replacement	C	-	-	-	-	-	-	100.00%	2025
47	4003WS	Membrane Module Replacement	O	3,000,000	-	-	3,000,000	-	3,000,000	0.00%	2026
48	4007RD	Road Safety Strategy/Master Plan	O	221,000	-	-	221,000	208,255	12,745	94.23%	2025
49	4015TR	Transit Terminal Improvements ♦	O	481,458	-	-	481,458	481,458	-	100.00%	2023
50	4016TR	Transit Terminal Rehabilitation	O	652,190	-	-	652,190	310,058	342,132	47.54%	2026
51	4017TR	Transit Dynamic Dispatching Technology	O	139,284	-	-	139,284	79,763	59,521	57.27%	2025
52	4018TR	Transit Fleet Garage and Bus Barn Upgrades: Health and Safety	O	276,717	-	-	276,717	227,861	48,856	82.34%	2025
53	4019TR	Specialized Transit (Para) AVL	O	90,821	-	-	90,821	68,713	22,108	75.66%	2025
54	4020TR	New Bus Shelters and Digital Signage	O	441,001	-	-	441,001	174,388	266,613	39.54%	2026
55	4021TR	Construction of Sidewalks for Transit Routes ♦	O	2,744,775	-	-	2,744,775	2,744,775	-	100.00%	2025

	Project Number	Project Title	Project to Stay Open (O) or be Closed (C)	Life to Date Approved Funding (Including Anticipated 3rd Party Sources)	Transfers (to) from Reserves (Appendix B)	Transfers to Other Open Projects (Appendix C)	Adjusted Life to Date Approved Funding (Including Anticipated 3rd Party Sources)	Life to Date Expenditures	Current Unspent Budget Authority	% Completed	Anticipated Completion Year
56	4022TR	Transit Fleet Garage and Bus Barn Upgrades: Central Vacuum System and Doors ♦	O	140,483	-	-	140,483	140,483	-	100.00%	2023
57	4025RD	Booth Road & Lakeshore Drive Intersection Reconstruction	O	2,170,000	-	-	2,170,000	174,059	1,995,941	8.02%	2026
58	4027TR	Bicycle Racks and Related Storage Areas for Transit Riders	O	136,500	-	-	136,500	42,552	93,948	31.17%	2025
59	4028TR	Transit - Snow Plow ♦	O	153,917	-	-	153,917	153,917	-	100.00%	2021
60	4029SS	Wastewater Treatment Plant - Raw Sewage Pumping Station	C	1,305,065	(56)	-	1,305,009	1,305,009	-	100.00%	2025
61	4031WS	Public Works Building Rehab	O	98,000	-	-	98,000	-	98,000	0.00%	2030
62	4034RD	Road Condition Inspection	O	276,971	-	-	276,971	-	276,971	0.00%	2029
63	4040RF	Omischl Field C Rehabilitation	O	2,055,200	-	-	2,055,200	-	2,055,200	0.00%	2025
64	4041PR	Rehabilitation of the Marina Facilities *	C	75,000	-	(75,000)	-	-	-	100.00%	2025
65	4042PR	Centennial Parkette Art Installation and Landscaping	C	30,000	-	(30,000)	-	-	-	100.00%	2025
66	4043SS	Wastewater Treatment Plant - Locker Room Renovations	O	405,000	-	-	405,000	319,551	85,449	78.90%	2025
67	4101GG	City Hall Accessibility Upgrades	C	100,000	-	-	100,000	100,000	-	100.00%	2025
68	4103SS	Wastewater Treatment Plant Expansion	O	1,700,000	-	(1,500,000)	200,000	74,736	125,264	0.48%	2031
69	4107RD	Tower Dr. Hump Removal	O	490,000	-	-	490,000	-	490,000	0.00%	2026
70	4109RD	Trout Lake Rd. & Laurentian Ave. Intersection Reconstruction	O	340,039	-	-	340,039	-	340,039	0.00%	2027
71	4111WS	Water Treatment Plant Solar Tank Replacement	O	275,000	-	-	275,000	193,116	81,884	70.22%	2025
72	4115PK	Innovation Hub	C	110,000	-	-	110,000	110,000	-	100.00%	2025
73	4115RD	Innovation Hub	C	40,000	-	-	40,000	40,000	-	100.00%	2025
74	4115SS	Innovation Hub	C	10,000	-	-	10,000	10,000	-	100.00%	2025
75	4115ST	Innovation Hub	C	20,000	-	-	20,000	20,000	-	100.00%	2025
76	4115WS	Innovation Hub	C	20,000	-	-	20,000	20,000	-	100.00%	2025
77	4120PZ	Electronic Building Permit Application Submission Program	C	150,000	(21,060)	-	128,940	128,940	-	100.00%	2025
78	4122PR	Steve Omischl Sports Complex and Sam Jacks Recreation Complex Master Plan	O	98,000	-	30,000	128,000	-	128,000	0.00%	2026
79	4123PR	Active Transportation Projects	O	100,000	-	-	100,000	8,350	91,650	8.35%	2025
80	4126PR	All-Wheel Park	O	1,954,323	-	-	1,954,323	1,934,980	19,343	99.01%	2025
81	4130RD	Business & Industrial Park Development Design	O	140,000	-	-	140,000	2,800	137,200	2.00%	2025
82	4130SS	Business & Industrial Park Development Design	O	80,000	-	-	80,000	1,600	78,400	2.00%	2025
83	4130ST	Business & Industrial Park Development Design	O	40,000	-	-	40,000	800	39,200	2.00%	2025
84	4130WS	Business & Industrial Park Development Design	O	90,000	-	-	90,000	1,800	88,200	2.00%	2025
85	4132WS	Remediation on Airport Lands *	O	11,867,750	-	-	11,867,750	11,775,502	92,248	99.22%	2028
86	4202SS	Infiltration Reduction/Flow Monitoring Program - Phase 3	O	242,935	-	-	242,935	214,436	28,499	88.27%	2025
87	4203GD	Leachate Management - Future Cells	O	350,000	-	-	350,000	135,382	214,618	5.40%	2026
88	4205RD	Climate Change Initiatives	O	250,000	-	-	250,000	-	250,000	0.00%	2031
89	4206RF	Pete Palangio Parking Lot Rehab	O	627,450	-	-	627,450	7,500	619,950	1.20%	2025
90	4207ST	Stormwater Outfall Repair and Rehabilitation	C	49,000	-	(49,000)	-	-	-	100.00%	2025
91	4208RD	Four Mile Lake Rd. Extension to Highway 11	O	607,600	-	-	607,600	14,272	593,328	0.15%	2030
92	4210GD	Waste Diversion Facility	O	652,050	-	-	652,050	130,610	521,440	3.58%	2027
93	4300RD	Airport Industrial Park Expansion	O	627,200	-	-	627,200	10,034	617,166	0.09%	2030
94	4300SS	Airport Industrial Park Expansion □	O	2,489	-	-	2,489	2,489	-	0.01%	2030
95	4300WS	Airport Industrial Park Expansion □	O	254,800	-	-	254,800	254,800	-	4.63%	2030
96	4301RD	Roadside Guide Rails and Retaining Walls - Inspection and Upgrade	C	392,000	-	(392,000)	-	-	-	100.00%	2025
97	4302RD	Pearson St. and Bank St. Culvert Replacements	O	149,800	-	-	149,800	1,443	148,357	0.96%	2026
98	4302ST	Pearson St. and Bank St. Culvert Replacements	O	1,094,200	-	-	1,094,200	7,045	1,087,155	0.64%	2026
99	4304ST	Airport Road Storm Sewer	O	441,500	-	-	441,500	-	441,500	0.00%	2027
100	4306PR	Downtown Waterfront Park Construction	O	427,525	-	-	427,525	-	427,525	0.00%	2026
101	4307RD	Champlain & McKeown Intersection Improvements	O	130,000	-	-	130,000	-	130,000	0.00%	2027
102	4308RD	Main St. Alleyway Drainage Improvements	O	15,000	-	-	15,000	-	15,000	0.00%	2027
103	4309SL	Oak Pedestrian Crossing	O	100,000	-	-	100,000	-	100,000	0.00%	2025
104	4310RD	Pearce St. Extension to Tower Dr.	O	1,808,200	-	-	1,808,200	-	1,808,200	0.00%	2026
105	4310SS	Pearce St. Extension to Tower Dr.	O	1,063,900	-	-	1,063,900	-	1,063,900	0.00%	2026
106	4310ST	Pearce St. Extension to Tower Dr.	O	954,100	-	-	954,100	-	954,100	0.00%	2026
107	4310WS	Pearce St. Extension to Tower Dr.	O	849,200	-	-	849,200	-	849,200	0.00%	2026
108	4311RD	Trout Lake Road Resurfacing (Kingsway to Giroux)	C	9,961	-	-	9,961	9,961	-	100.00%	2025
109	4313SS	Infrastructure Condition Assessments	O	750,000	-	-	750,000	-	750,000	0.00%	2026
110	4313ST	Infrastructure Condition Assessments	O	406,141	-	-	406,141	-	406,141	0.00%	2026
111	4313WS	Infrastructure Condition Assessments	O	557,879	-	-	557,879	-	557,879	0.00%	2026

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112	4320SS Wastewater Treatment Plant Condition Assessment Update	O	147,000	-	-	147,000	3,945	143,055	2.68%	2025
113	4323WS Water Plant & Facilities Condition Assessment Update	O	196,000	-	-	196,000	69,346	126,654	35.38%	2025
114	4328FD HVAC Upgrades at Fire Station 1	O	55,000	-	-	55,000	-	55,000	0.00%	2025
115	4329FD Dormitory Upgrades to Fire Stations 1, 2 and 3	O	141,112	-	-	141,112	122,579	18,533	86.87%	2025
116	4330TR Construction of Sidewalks for Transit Routes - Phase 2	O	2,861,197	-	-	2,861,197	422,924	2,438,273	3.97%	2031
117	4333PR Arts Community – Operation Action Plan	O	50,000	-	-	50,000	-	50,000	0.00%	2026
118	4335GG Administration and Overhead	O	2,471,562	-	-	2,471,562	1,860,239	611,323	16.89%	2034
119	4336GG Asset Management Transition <input type="checkbox"/>	O	782,905	(782,905)	-	-	-	-	26.10%	2034
120	4336SS Asset Management Transition <input type="checkbox"/>	O	115,000	(115,000)	-	-	-	-	21.20%	2034
121	4336WS Asset Management Transition <input type="checkbox"/>	O	126,000	(126,000)	-	-	-	-	27.36%	2034
122	4338TR Construction of Sidewalks for Transit Routes - Phase 1 Stage 2 ♦	O	2,669,038	-	-	2,669,038	2,669,038	-	100.00%	2025
123	4339PD Next Generation 911 Upgrades	O	2,915,861	-	-	2,915,861	2,165,773	750,088	74.28%	2026
124	4340ST Laurentian Heights Stormwater Management Pond	O	3,030,767	-	-	3,030,767	1,134,586	1,896,181	37.44%	2025
125	4343PZ Wayfinding	O	400,000	-	-	400,000	-	400,000	0.00%	2025
126	4346RF Pete Palangio HVAC/HRB Replacements	O	500,000	-	-	500,000	32,634	467,366	6.53%	2025
127	4347RF Capitol Centre & Museum Digital Display Signage	O	200,000	-	-	200,000	-	200,000	0.00%	2026
128	4348PR Cricket Pitch Construction	O	140,000	-	841,327	981,327	24,447	956,880	0.73%	2026
129	4351FD Special SCBA Decontamination Washer *	O	78,284	-	-	78,284	-	78,284	0.00%	2025
130	4352GG Mail Machine and Sorter	O	40,000	-	-	40,000	8,663	31,337	21.66%	2025
131	4353GG Organizational Review Implementation	O	421,786	-	-	421,786	-	421,786	0.00%	2026
132	4355RD Kodiak Reconstruction	O	60,000	-	-	60,000	-	60,000	0.00%	2027
133	4355ST Kodiak Reconstruction	O	45,000	-	-	45,000	-	45,000	0.00%	2027
134	4357RD Signalized Pedestrian Crossing	O	135,000	-	-	135,000	-	135,000	0.00%	2030
135	4358GD Short--term Leachate Management Control System (STLMCS) Upgrades	O	500,000	-	-	500,000	54,437	445,563	10.89%	2026
136	4359RD Princess (Cassells to Fraser)	O	460,000	-	-	460,000	26,371	433,629	5.73%	2025
137	4359SS Princess (Cassells to Fraser)	O	460,000	-	-	460,000	308,172	151,828	66.99%	2025
138	4359ST Princess (Cassells to Fraser)	O	320,000	-	-	320,000	24,177	295,823	7.56%	2025
139	4359WS Princess (Cassells to Fraser)	O	480,000	-	-	480,000	383,292	96,708	79.85%	2025
140	4360RD Duke (Cassells to Fraser)	O	25,000	-	-	25,000	760	24,240	0.16%	2027
141	4360SS Duke (Cassells to Fraser)	O	25,000	-	-	25,000	760	24,240	0.16%	2027
142	4360ST Duke (Cassells to Fraser)	O	20,000	-	-	20,000	760	19,240	0.23%	2027
143	4360WS Duke (Cassells to Fraser)	O	25,000	-	-	25,000	760	24,240	0.15%	2027
144	4361SL Marshall Park & Lakeshore Drive Traffic Signals	O	800,000	-	392,000	1,192,000	5,178	1,186,822	0.43%	2026
145	4364WS Lee Park Watermain Rehabilitation	O	3,067,633	-	-	3,067,633	2,920,024	147,609	95.19%	2025
146	4366WS Water Meter & Radio Upgrade	O	608,080	60,000	-	668,080	555,570	112,510	23.31%	2034
147	4370GG Main Data Centre Fire Suppression	O	85,000	-	-	85,000	-	85,000	0.00%	2026
148	4372GG Desktop Phones	O	120,000	-	-	120,000	-	120,000	0.00%	2026
149	4373WS Information Systems Water and Wastewater Infrastructure Renewal	O	45,000	-	-	45,000	1,802	43,198	0.30%	2034
150	4374SS Wastewater Telecommunication Installation	O	60,000	-	-	60,000	-	60,000	0.00%	2026
151	4498PD North Bay Police Service Electrical & Generator Replacement	O	1,900,000	-	-	1,900,000	21,538	1,878,462	1.13%	2025
152	4499PD North Bay Police Service Headquarters Replacement	O	115,000	-	-	115,000	-	115,000	0.00%	2033
153	4502TR Transit Bus Shelter Upgrades	O	77,679	-	-	77,679	-	77,679	0.00%	2028
154	4503TR Transit Terminal Upgrades: Lighting and Roof	O	84,146	-	-	84,146	-	84,146	0.00%	2027
155	4504TR Transit Bus Feature Upgrades	O	13,073	-	-	13,073	-	13,073	0.00%	2026
156	4506TR Transit Terminal Facility Upgrades	O	135,142	-	-	135,142	2,045	133,097	0.58%	2026
157	4508TR Transit Hoist	O	125,638	-	-	125,638	63,236	62,402	18.01%	2031
158	4509TR Transit Sidewalk Tractor	O	450,779	1,948	-	452,727	452,727	-	100.00%	2025
159	4510RF Community and Recreation Centre	O	63,000,000	-	-	63,000,000	12,938,951	50,061,049	20.54%	2026
160	4511GG NOLUM Advocacy Strategy	O	77,755	-	-	77,755	40,425	37,330	51.99%	2026
161	4512SS Infrastructure Modelling & Background Study	O	300,511	-	-	300,511	-	300,511	0.00%	2026
162	4512ST Infrastructure Modelling & Background Study	O	593,547	-	-	593,547	296,312	297,235	49.92%	2026
163	4512WS Infrastructure Modelling & Background Study	O	297,918	-	-	297,918	-	297,918	0.00%	2026
164	4513PD North Bay Police Service Radio System Replacement	O	620,000	-	682,000	1,302,000	158,834	1,143,166	4.18%	2032
165	4514RF Aquatic Centre Pool Deck Relining	O	892,324	-	-	892,324	17,823	874,501	2.00%	2025
166	4515TR Construction of Sidewalks for Transit Routes - Phase 1 Stage 3	O	4,567,522	-	-	4,567,522	223,382	4,344,140	4.89%	2026
167	4521RD McIntyre St. W Reconnect (Timmins to Cormack)	O	270,000	-	-	270,000	-	270,000	0.00%	2025
168	4521WS McIntyre St. W Reconnect (Timmins to Cormack)	O	60,000	-	-	60,000	-	60,000	0.00%	2025
169	4523RD Citywide Traffic Model and Road Safety Strategy Implementation	O	100,000	-	-	100,000	-	100,000	0.00%	2025

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170	4528ST Ski Club Drainage	O	1,200,000	-	-	1,200,000	-	1,200,000	0.00%	2026
171	4530SS Clarifier Mechanism Replacement	O	400,000	-	1,200,000	1,600,000	36,199	1,563,801	2.26%	2026
172	4531PR Freshwater Pool	O	120,000	-	-	120,000	-	120,000	0.00%	2025
173	6424RD City Share of Development Costs 2019 On-going	O	256,338	-	-	256,338	136,338	120,000	53.19%	2025
174	6483AA Cassellholme Redevelopment	O	8,577,562	-	-	8,577,562	80,292	8,497,270	0.94%	2056
175	6575PD North Bay Police Services 2021 On-going	O	2,152,134	-	-	2,152,134	1,805,623	346,511	83.90%	2025
176	6621PK Parking Equipment Program 2022 On-going	O	125,000	-	-	125,000	5,000	120,000	4.00%	2025
177	6635TR Transit Buildings Capital Program 2022 On-going	C	34,480	-	(15,228)	19,252	19,252	-	100.00%	2025
178	6637OC Capitol Centre 2022 On-going	O	204,000	-	-	204,000	154,000	50,000	75.49%	2025
179	6638PD North Bay Police Services 2022 On-going	C	737,985	-	(20,930)	717,055	717,055	-	100.00%	2025
180	6701RD Bridge Rehab 2023 On-going	O	409,482	-	-	409,482	23,292	386,190	5.69%	2026
181	6704RF Pete Palangio Rehab Program 2023 On-going	O	554,403	-	-	554,403	466,042	88,361	84.06%	2025
182	6705MR King's Landing and Marina Rehab Program 2023 On-going	C	203,289	-	(11,967)	191,322	191,322	-	100.00%	2025
183	6712PR City Hall Grounds Rehab Program 2023 On-going	O	237,160	-	-	237,160	124,879	112,281	52.66%	2025
184	6717TR Transit Buildings Capital Program 2023 On-going	O	83,258	-	-	83,258	58,245	25,013	69.96%	2025
185	6718GG City Hall Building Rehab 2023 On-going	O	512,469	-	-	512,469	256,369	256,100	50.03%	2026
186	6719OC Capitol Centre 2023 On-going	O	260,000	-	-	260,000	195,000	65,000	75.00%	2025
187	6720PD North Bay Police Services 2023 On-going	C	1,937,142	-	(864,088)	1,073,054	1,073,054	-	100.00%	2025
188	6726WS Water Plant Maintenance 2023 On-going	C	269,000	-	(73,046)	195,954	195,954	-	100.00%	2025
189	6746RD Public Works Building Maintenance 2023 On-going	C	49,000	(1,898)	-	47,102	47,102	-	100.00%	2025
190	6746WS Public Works Building Maintenance 2023 On-going	C	24,500	(821)	-	23,679	23,679	-	100.00%	2025
191	6767OC Capitol Centre 2024 On-going	O	295,000	-	-	295,000	221,250	73,750	75.00%	2025
192	6769GG City Hall Building Rehab 2024 On-going	O	294,000	-	-	294,000	-	294,000	0.00%	2026
193	6770PR City Hall Grounds Rehab Program 2024 On-going	O	166,719	-	-	166,719	-	166,719	0.00%	2026
194	6771WS City Share of Development Costs 2024 On-going	O	592,269	-	-	592,269	425,423	166,846	71.83%	2026
195	6774SS Digester and Grit Removal 2024 On-going	O	1,588,100	-	-	1,588,100	932,536	655,564	58.72%	2025
196	6776RD Downtown Roads Maintenance 2024 On-going	O	50,000	-	60,000	110,000	23,914	86,086	21.74%	2025
197	6781FD Fire Equipment Replacement 2024 On-going	C	81,003	-	(21,614)	59,389	59,389	-	100.00%	2025
198	6783WS Flush Watermains 2024 On-going	C	196,000	-	(1,601)	194,399	194,399	-	100.00%	2025
199	6787MR King's Landing and Marina Rehab Program 2024 On-going	O	111,500	-	(22,316)	89,184	24,184	65,000	27.12%	2025
200	6792PD North Bay Police Services 2024 On-going	O	902,705	-	203,018	1,105,723	182,036	923,687	16.46%	2025
201	6793LB North Bay Public Library 2024 On-going	C	988,796	-	(642,695)	346,101	346,101	-	100.00%	2025
202	6796PK Parking Lot Maintenance and Improvement Program 2024 On-going	O	49,000	-	-	49,000	-	49,000	0.00%	2025
203	6804RD Public Works Building Maintenance 2024 On-going	O	49,000	-	-	49,000	27,852	21,148	56.84%	2025
204	6805RF Recreation Facilities Rehab and Development 2024 On-going	O	742,928	-	(330,000)	412,928	178,086	234,842	43.13%	2027
205	6807RD Rural Road Rehab 2024 On-going	O	718,340	-	-	718,340	588,724	129,616	81.96%	2025
206	6813ST Storm Sewer Flushing and Outfall Maintenance 2024 On-going	C	159,223	-	(58,241)	100,982	100,982	-	100.00%	2025
207	6814SL Street Light Replacement 2024 On-going	C	4,900	-	(4,900)	-	-	-	100.00%	2025
208	6815GG System Technology Program 2024 On-going	C	866,500	(6,084)	-	860,416	860,416	-	100.00%	2025
209	6816SL Traffic Control Signal Upgrade 2024 On-going	O	216,580	-	(60,000)	156,580	114,275	42,305	72.98%	2025
210	6819SS Wastewater Treatment Plant - Electrical Upgrades 2024 On-going	C	245,000	36,419	-	281,419	281,419	-	100.00%	2025
211	6826WS Water Reservoir Upgrades 2024 On-going	O	660,235	-	-	660,235	309,749	350,486	46.91%	2025
212	6830SS Wastewater Treatment Plant - Structural Repairs 2024 On-going	C	1,271,976	-	(771,044)	500,932	500,932	-	100.00%	2025
213	6833RD Resurfacing Structure Repair 2024 On-going	O	100,000	-	-	100,000	-	100,000	0.00%	2026
214	6835RF Aquatic Centre Rehab Program 2025 On-going	O	110,000	-	-	110,000	350	109,650	0.32%	2025
215	6836RD Asphalt Resurfacing 2025 On-going	O	3,750,000	-	-	3,750,000	29,138	3,720,862	0.78%	2025
216	6837RD Asphalt Sheetting 2025 On-going	O	143,080	-	-	143,080	-	143,080	0.00%	2025
217	6839RD Bridge Rehab 2025 On-going	O	388,000	-	-	388,000	-	388,000	0.00%	2026
218	6840OC Capitol Centre 2025 On-going	O	280,000	-	-	280,000	210,000	70,000	75.00%	2025
219	6841PR Central City Rehab Program 2025 On-going	O	86,240	-	-	86,240	21,577	64,663	25.02%	2025
220	6842GG City Hall Building Rehab 2025 On-going	O	294,000	-	-	294,000	-	294,000	0.00%	2025
221	6844RD City Share of Development Costs 2025 On-going	O	926,589	-	-	926,589	-	926,589	0.00%	2025
222	6844SS City Share of Development Costs 2025 On-going	O	338,881	-	-	338,881	138,801	200,080	40.96%	2025
223	6844ST City Share of Development Costs 2025 On-going	O	52,000	-	-	52,000	-	52,000	0.00%	2025
224	6844WS City Share of Development Costs 2025 On-going	O	155,000	-	-	155,000	23,405	131,595	15.10%	2025
225	6845RD Citywide Sidewalk Tactile Plates 2025 On-going	O	152,941	-	-	152,941	-	152,941	0.00%	2025
226	6847RD Design Work Next Year's Projects 2025 On-going	O	170,000	-	-	170,000	-	170,000	0.00%	2025

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227	6847SS Design Work Next Year's Projects 2025 On-going	O	36,000	-	-	36,000	-	36,000	0.00%	2025
228	6847ST Design Work Next Year's Projects 2025 On-going	O	19,000	-	-	19,000	-	19,000	0.00%	2025
229	6847WS Design Work Next Year's Projects 2025 On-going	O	119,000	-	-	119,000	-	119,000	0.00%	2025
230	6849ST Ditch Enclosure 2025 On-going	O	196,000	-	-	196,000	-	196,000	0.00%	2025
231	6850RD Downtown Roads Maintenance 2025 On-going	O	50,000	-	-	50,000	22,662	27,338	45.32%	2025
232	6851RD Engineering Data 2025 On-going	O	9,553	-	-	9,553	-	9,553	0.00%	2025
233	6852RD Engineering Data and Equipment 2025 On-going	O	21,000	-	-	21,000	-	21,000	0.00%	2025
234	6852SS Engineering Data and Equipment 2025 On-going	O	16,000	-	-	16,000	-	16,000	0.00%	2025
235	6853RD Equipment Replacement 2025 On-going	O	21,149	-	-	21,149	-	21,149	0.00%	2025
236	6853WS Equipment Replacement 2025 On-going	O	18,745	-	-	18,745	-	18,745	0.00%	2025
237	6854FD Fire Bunker Gear Replacement Program 2025 On-going	C	20,000	607	-	20,607	20,607	-	100.00%	2025
238	6855FD Fire Equipment Replacement 2025 On-going	O	61,740	-	21,614	83,354	-	83,354	0.00%	2025
239	6856FD Fire Facilities Management Program 2025 On-going	O	62,398	-	-	62,398	-	62,398	0.00%	2025
240	6857WS Flush Watermains 2025 On-going	O	196,000	-	1,601	197,601	11,374	186,227	5.76%	2025
241	6860RD Interlocking Brick Sidewalk & Retaining Wall Replacement 2025 On-going	O	108,826	-	-	108,826	-	108,826	0.00%	2025
242	6861MR King's Landing and Marina Rehab Program 2025 On-going	O	200,000	-	109,283	309,283	1,117	308,166	0.36%	2025
243	6863RF Memorial Gardens Rehab 2025 On-going	O	543,451	-	-	543,451	12,735	530,716	2.34%	2026
244	6864AT North Bay Jack Garland Airport 2025 On-going	O	1,106,100	-	-	1,106,100	371,745	734,355	33.61%	2025
245	6865CA North Bay Mattawa Conservation Authority 2025 On-going	C	162,983	-	-	162,983	162,983	-	100.00%	2025
246	6866PD North Bay Police Services 2025 On-going *	O	1,563,000	-	-	1,563,000	112,389	1,450,611	7.19%	2026
247	6867LB North Bay Public Library 2025 On-going	O	500,000	-	642,695	1,142,695	-	1,142,695	0.00%	2026
248	6868RF Omischl Sports Complex Rehab Program 2025 On-going	O	74,069	-	-	74,069	17,162	56,907	23.17%	2025
249	6869PK Parking Equipment Program 2025-2027 On-going	O	122,500	-	-	122,500	-	122,500	0.00%	2025
250	6870PK Parking Lot Maintenance and Improvement Program 2025 On-going	O	94,500	-	-	94,500	-	94,500	0.00%	2025
251	6871PR Parks and Playground Rehab Program 2025 On-going	O	313,600	-	-	313,600	709	312,891	0.23%	2026
252	6872PR Parks Building Rehab 2025 On-going	O	102,900	-	-	102,900	-	102,900	0.00%	2025
253	6874PR Parks Equipment Replacement Program 2025 On-going	O	73,094	-	-	73,094	55,394	17,700	75.78%	2025
254	6875PR Parks Master Plan 2025 On-going	O	46,000	-	-	46,000	-	46,000	0.00%	2026
255	6876RD Pedestrian Safety Program 2025 On-going	O	94,080	-	-	94,080	-	94,080	0.00%	2025
256	6877RF Pete Palangio Rehab Program 2025 On-going	O	200,000	-	-	200,000	-	200,000	0.00%	2025
257	6878RD Public Works Building Maintenance 2025 On-going	O	49,000	-	-	49,000	-	49,000	0.00%	2025
258	6878WS Public Works Building Maintenance 2025 On-going	O	24,500	-	-	24,500	-	24,500	0.00%	2025
259	6879ST Rear-Lot Drainage Rehab 2025 On-going	O	91,544	-	-	91,544	-	91,544	0.00%	2025
260	6880RF Recreation Facilities Rehab and Development 2025 On-going	C	529,000	-	(511,327)	17,673	17,673	-	100.00%	2025
261	6882RD Road Culvert Replace/Rehab 2025 On-going	O	237,164	-	-	237,164	53,283	183,881	22.47%	2025
262	6883RD Rural Road Rehab 2025 On-going	O	718,340	-	-	718,340	31,750	686,590	4.42%	2025
263	6884SS Sewage Lift Stations 2025 On-going	O	150,653	-	-	150,653	29,237	121,416	19.41%	2025
264	6887SS Sewer Rehab and Restoration 2025 On-going	O	245,000	-	-	245,000	20,382	224,618	8.32%	2026
265	6888RD Sidewalk Replacement Program 2025 On-going	O	118,580	-	-	118,580	-	118,580	0.00%	2025
266	6889ST Storm Sewer Flushing and Outfall Maintenance 2025 On-going	O	86,240	-	58,241	144,481	-	144,481	0.00%	2025
267	6890SL Street Light Replacement 2025 On-going	O	4,900	-	4,900	9,800	-	9,800	0.00%	2025
268	6891GG System Technology Program 2025 On-going	O	328,000	-	-	328,000	86,195	241,805	26.28%	2025
269	6891WS System Technology Program 2025 On-going	O	10,000	-	-	10,000	3,060	6,940	30.60%	2025
270	6892SL Traffic Control Signal Upgrade 2025 On-going	O	216,580	-	-	216,580	44,306	172,274	20.46%	2025
271	6893PR Trail and Supporting Hard Surfaces Rehab 2025 On-going	O	266,560	-	-	266,560	-	266,560	0.00%	2025
272	6894TR Transit Buildings Capital Program 2025 On-going	O	50,225	-	15,228	65,453	-	65,453	0.00%	2025
273	6896SS Wastewater Treatment Plant - Roof Rehab 2025 On-going	O	592,289	-	-	592,289	19,924	572,365	3.36%	2026
274	6897SS Wastewater Treatment Plant - Structural Repairs 2025 On-going	O	500,000	-	-	500,000	-	500,000	0.00%	2026
275	6898SS Wastewater Treatment Plant Exterior Rehab 2025 On-going	O	771,330	-	771,044	1,542,374	13,135	1,529,239	0.85%	2026
276	6899SS Wastewater Treatment Plant Rehab 2025 On-going	O	300,000	-	300,000	600,000	44,952	555,048	7.49%	2025
277	6903WS Water Plant Maintenance 2025 On-going	O	462,526	-	73,046	535,572	29,531	506,041	5.51%	2025
278	6905PR Waterfront Rehab Program 2025 On-going *	O	148,799	-	-	148,799	59,939	88,860	40.28%	2025
279	6906WS Watermain Rehab and Restoration 2025 On-going	O	801,640	-	-	801,640	-	801,640	0.00%	2025
280	6907WS Watermain Replace/Ream/Reline 2025 On-going	O	216,580	-	-	216,580	1,190	215,390	0.55%	2025
281	6908WS Watermain Rehabilitation Program 2025 On-going	O	2,728,246	-	-	2,728,246	-	2,728,246	0.00%	2026
282	8025FL Vehicle and Equipment Life Cycle 2025 *	O	4,176,241	-	-	4,176,241	4,176,241	-	100.00%	2025
			269,831,768	(982,131)	-	268,849,637	84,688,171	184,161,466		

Project Number	Project Title	Project to Stay Open (O) or be Closed (C)	Life to Date Approved Funding (Including Anticipated 3rd Party Sources)	Transfers (to) from Reserves (Appendix B)	Transfers to Other Open Projects (Appendix C)	Adjusted Life to Date Approved Funding (Including Anticipated 3rd Party Sources)	Life to Date Expenditures	Current Unspent Budget Authority	% Completed	Anticipated Completion Year
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\* Life to Date Approved Funding adjusted for reserve funding or debenture funding not required, 3rd party funding not received, or alternative funding sources received

◆ Project expected to remain open until outstanding funding has been received or expenses have been finalized

□ Additional funding has been budgeted for this project in future capital budgets. Project to remain open

**Appendix B**  
**Transfer (to) from Reserve Funds**

Project Number	Project Title	Life to Date Approved Funding (Including Anticipated 3rd Party Sources)	Projected Transfers (to) from Reserves
1 3918RD	Algonquin/Jane/Front Intersection Addition of Left Turn Lane	1,709,520	(27,281)
2 3942RF	Omischl Sports Complex - Synthetic Turf Replacement	-	-
3 4101GG	City Hall Accessibility Upgrades	100,000	-
4 4115PK	Innovation Hub	110,000	-
5 4115RD	Innovation Hub	40,000	-
6 4115ST	Innovation Hub	20,000	-
7 4120PZ	Electronic Building Permit Application Submission Program	150,000	(21,060)
8 4311RD	Trout Lake Road Resurfacing (Kingsway to Giroux)	9,961	-
9 4336GG	Asset Management Transition *	782,905	(782,905)
10 4509TR	Transit Sidewalk Tractor *	450,779	1,948
11 6746RD	Public Works Building Maintenance 2023 On-going	49,000	(1,898)
12 6815GG	System Technology Program 2024 On-going	866,500	(6,084)
13 6854FD	Fire Bunker Gear Replacement Program 2025 On-going	20,000	607
14 6865CA	North Bay Mattawa Conservation Authority 2025 On-going	162,983	-
<b>Transfer to Completed General Capital Projects Reserve Fund (99537R)</b>			<b>(836,673)</b>
15 4029SS	Wastewater Treatment Plant - Raw Sewage Pumping Station	1,305,065	(56)
16 4115SS	Innovation Hub	10,000	-
17 4336SS	Asset Management Transition *	115,000	(115,000)
18 6819SS	Wastewater Treatment Plant - Electrical Upgrades 2024 On-going	245,000	36,419
<b>Transfer to Sanitary Sewer Completed Capital Reserve Fund (99575R)</b>			<b>(78,637)</b>
19 4115WS	Innovation Hub	20,000	-
20 4336WS	Asset Management Transition *	126,000	(126,000)
21 4366WS	Water Meter & Radio Upgrade *	608,080	60,000
22 6746WS	Public Works Building Maintenance 2023 On-going	24,500	(821)
<b>Transfer to Water Systems Completed Capital Reserve Fund (99522R)</b>			<b>(66,821)</b>
<b>Net Transfer (to) from Reserves</b>			<b>(982,131)</b>

\* Projects to remain open

Projected transfers to reserves represents project surpluses at close of project or through a project scope change.

Projected transfers from reserves represents funding required to offset deficits at project close or additional funding required for project completion.

**Appendix C**  
**Transfer to Other Open Projects**

<b>Project Number</b>	<b>Project Title</b>	<b>Life to Date Approved Funding</b> (Including Anticipated 3rd Party Sources)	<b>Projected Transfers to Other Open Projects</b>
1 <b>6635TR</b>	<b>Transit Buildings Capital Program 2022 On-going</b>	<b>34,480</b>	<b>(15,228)</b>
2 <b>6726WS</b>	<b>Water Plant Maintenance 2023 On-going</b>	<b>269,000</b>	<b>(73,046)</b>
3 <b>6781FD</b>	<b>Fire Equipment Replacement 2024 On-going</b>	<b>81,003</b>	<b>(21,614)</b>
4 <b>6783WS</b>	<b>Flush Watermains 2024 On-going</b>	<b>196,000</b>	<b>(1,601)</b>
5 <b>6793LB</b>	<b>North Bay Public Library 2024 On-going</b>	<b>988,796</b>	<b>(642,695)</b>
6 <b>6813ST</b>	<b>Storm Sewer Flushing and Outfall Maintenance 2024 On-going</b>	<b>159,223</b>	<b>(58,241)</b>
7 <b>6814SL</b>	<b>Street Light Replacement 2024 On-going</b> Consolidate unspent funding with the related 2025 projects to improve staff's ability to monitor the overall financial status of the project.	<b>4,900</b>	<b>(4,900)</b>
8 <b>4042PR</b>	<b>Centennial Parkette Art Installation and Landscaping</b> Transfer unspent funding to capital project 4122PR - Steve Omischl Sports Complex and Sam Jacks Recreation Complex Master Plan in order to complete the master plan.	<b>30,000</b>	<b>(30,000)</b>
9 <b>4103SS</b>	<b>Wastewater Treatment Plant Expansion *</b> Transfer unspent funding to capital project 4530SS - Clarifier Mechanism Replacement in order to fund the replacement of the operating mechanism for the secondary clarifiers 1 and 2.	<b>1,700,000</b>	<b>(1,200,000)</b>
10 <b>4103SS</b>	<b>Wastewater Treatment Plant Expansion *</b> Transfer unspent funding to capital project 6899SS - Wastewater Treatment Plant Rehab 2025 On-going to fund emergency repairs at the Wastewater Treatment Plant.	<b>1,700,000</b>	<b>(300,000)</b>
11 <b>4041PR</b>	<b>Rehabilitation of the Marina Facilities ◇</b>	<b>75,000</b>	<b>(75,000)</b>
12 <b>6705MR</b>	<b>King's Landing and Marina Rehab Program 2023 On-going</b>	<b>203,289</b>	<b>(11,967)</b>
13 <b>6787MR</b>	<b>King's Landing and Marina Rehab Program 2024 On-going *</b> Transfer unspent funding to capital project 6861MR - King's Landing and Marina Rehab Program 2025 On-going in order to complete the H pile replacement.	<b>111,500</b>	<b>(22,316)</b>
14 <b>4207ST</b>	<b>Stormwater Outfall Repair and Rehabilitation</b> Transfer unspent funding to capital project 3810ST - Main St. - Trunk Sanitary Sewer to complete the storm sewer work required for the project.	<b>49,000</b>	<b>(49,000)</b>
15 <b>4301RD</b>	<b>Roadside Guide Rails and Retaining Walls - Inspection and Upgrade</b> Transfer unspent funding to capital project 4361SL - Marshall Park & Lakeshore Drive Traffic Signals to award the construction work for this project.	<b>392,000</b>	<b>(392,000)</b>
16 <b>6638PD</b>	<b>North Bay Police Services 2022 On-going</b>	<b>737,985</b>	<b>(20,930)</b>
17 <b>6720PD</b>	<b>North Bay Police Services 2023 On-going</b> Transfer unspent funding to capital project 6792PD - North Bay Police Services 2024 On-going to fund the purchase of patrol vehicles and the ERT Transit Van vehicle upfits.	<b>1,937,142</b>	<b>(182,088)</b>



**Appendix C**  
**Transfer to Other Open Projects**

	<b>Project Number</b>	<b>Project Title</b>	<b>Life to Date Approved Funding</b> (Including Anticipated 3rd Party Sources)	<b>Projected Transfers to Other Open Projects</b>
18	<b>6720PD</b>	<b>North Bay Police Services 2023 On-going</b> Transfer unspent funding to capital project 4513PD - North Bay Police Service Radio System Replacement to fund the purchase of the radio system.	<b>1,937,142</b>	<b>(682,000)</b>
19	<b>6805RF</b>	<b>Recreation Facilities Rehab and Development 2024 On-going *</b>	<b>742,928</b>	<b>(330,000)</b>
20	<b>6880RF</b>	<b>Recreation Facilities Rehab and Development 2025 On-going</b> Transfer unspent funding to capital project 4348PR - Cricket Pitch Construction to fund the construction costs of the Cricket Pitch.	<b>529,000</b>	<b>(511,327)</b>
21	<b>6816SL</b>	<b>Traffic Control Signal Upgrade 2024 On-going *</b> Transfer unspent funding to capital project 6776RD - Downtown Roads Maintenance 2024 On-going to complete the intersection work on Ferguson and McIntyre and McIntyre and Fraser.	<b>216,580</b>	<b>(60,000)</b>
22	<b>6830SS</b>	<b>Wastewater Treatment Plant - Structural Repairs 2024 On-going</b> Transfer unspent funding to capital project 6898SS - Wastewater Treatment Plant Exterior Rehab 2025 On-going to fund cost increases for the exterior rehab work at the Wastewater Treatment Plant.	<b>1,271,976</b>	<b>(771,044)</b>
<b>Total Transfers to Other Open Projects</b>				<b><u>(5,454,997)</u></b>

◇ Life to Date Approved Funding adjusted for reserve funding or debenture funding not required, 3rd party funding not received, or alternative funding sources received

\* Projects to remain open

**Subject:** Report from Lori Jackson dated July 31, 2025 re July 2025 Procurement Award Update

**File No.**

**Res.** 2025 - \_\_\_\_\_

**Moved by Councillor:** \_\_\_\_\_

**Seconded by Councillor:** \_\_\_\_\_

That Council receive and file the July 2025 Procurement Award Update, as set out in Report to Council CORP 2025-080 dated July 31, 2025 from Lori Jackson.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict \_\_\_\_\_

Endorsement of Chair \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

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Record of Vote (*Upon Request of Councillor* \_\_\_\_\_)

Signature of Clerk \_\_\_\_\_

## **City of North Bay Report to Council**

Report No: CORP-2025-080

Date: July 31, 2025

Originator: Lori Jackson, B.Sc., CPPO, Manager, Purchasing

Business Unit:

Department:

Corporate Services

Financial Services Department

Subject: July 2025 Procurement Award Update

Closed Session: yes ☐ no ☒

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### **Recommendation**

That Council receive and file the July 2025 Procurement Award Update, as set out in Report to Council CORP 2025-080 dated July 31, 2025 from Lori Jackson, Purchasing Manager.

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### **Background**

In accordance with By-Law 2024-02 and Purchasing By-Law 2013-200, Purchasing staff shall provide a report to Council for the prior month summarizing the City's procurement activities, including the amount of spend, procurement method, and total contract value where exceeding \$100,000 that were awarded pursuant to delegated authority.

Delegated authority to approve procurement awards requires that a proper procurement was carried out, that sufficient budget dollars are available, internal reviews and approvals have been granted, and contract documents are received and executed.

There are two levels of delegated authority; the first is with the CAO for approvals up to \$250,000; thereafter an Approval Committee is struck for awards less than \$1,000,000.

This report covers both levels of delegated authority approvals that have been fully executed within the months of March 2025 through to July 2025.

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## **Financial/Legal Implications**

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Staff have approved the following awards in accordance with the By-Law 2024-02 within the months of March 2025 through to July 2025:

### **RFQ 2025-017: Road Street Sweeping**

The service was procured through an open public Request for Quotation (RFQ) process. Two bids were received and an award was recommended to the lowest compliant bid in the estimated amount of \$477,450 for a two-year period with an option to extend for two additional periods of one year each. An Approval Committee was struck for this procurement which included the Interim City Engineer, CFO, and CAO.

### **RFP 2024-044: Pay by Mobile Parking Services**

The service was procured through an open public Request for Proposal (RFP) process. Five submissions were received. Award was recommended to the highest scoring proponent in the estimated amount of \$141,718.95 for a five-year period with an option to extend for one additional five-year period. An Approval Committee was struck for this procurement which included the Interim City Engineer, CFO, and CAO.

### **CO-OP 2025-070: Software Licenses - Softchoice**

The product was procured through a co-operative bid with OEMC, awarded to Softchoice for the provision of Water and Wastewater SCADA network security systems annually in the estimated amount of \$ 146,723.72 (plus HST) for a three-year period. An Approval Committee was struck for this procurement which included the Director of Strategic Initiatives, CFO, and CAO.

### **CO-OP 2022-024: Software Licenses - CDW**

The product was procured through a co-operative bid with OEMC, awarded to CDW, for the provision of Microsoft licensing. This is an extension of the original procurement for a 3-year period in the estimated amount of \$852,774.12 (plus HST). An Approval Committee was struck for this procurement which included the Director of Strategic Initiatives, CFO, and CAO.

### **CO-OP 2025-073: Purchase of a Vac/Flusher Truck**

The product was procured through a co-operative bid with Canoe Procurement Group of Canada, awarded to Joe Johnson Equipment, in the amount of \$759,702.00 (plus HST). Approval Committee was struck for this procurement which included the Interim City Engineer, CFO, and CAO.

### **CO-OP 2025-065: Purchase of Two Zambonis**

The product was procured through a co-operative bid with Canoe Procurement Group of Canada, awarded to Zamboni Company Ltd., in the amount of \$285,884.55 (plus HST). Approval Committee was struck for this procurement which included the Interim City Engineer, CFO, and CAO.

**RFP 2025-048: Provision of Three Hybrid SUVs**

The service was procured through an open public Request for Proposal (RFP) process. Three submissions were received. Award was recommended to the highest scoring proponent, North Bay Toyota, in the estimated amount of \$122,144.25 (plus HST), and was approved by the CAO.

**RFP 2025-046: Supply of Three (3) ¾ ton Pickup Trucks**

The service was procured through an open public Request for Proposal (RFP) process. Five submissions were received. Award was recommended to the highest scoring proponent, Blue Mountain Chrysler Ltd., in the estimated amount of \$203,502.00 (plus HST), and was approved by the CAO.

**RFP 2025-014: Landscape Architecture and Engineering Design for Construction of Remaining Park at Downtown Waterfront**

The service was procured through an open public Request for Proposal (RFP) process. Two submissions were received. Award was recommended to the highest scoring proponent, Brook McIlroy, in the estimated amount of \$438,440.00 (plus HST). An Approval Committee was struck for this procurement which included the Interim City Engineer, CFO, and CAO.

**RFP 2025-027: Digital Modernization Strategy & Corporate-Wide Customer Service Strategy**

The service was procured through an open public Request for Proposal (RFP) process. Six submissions were received. Award was recommended to the highest scoring proponent, Perry Group Consulting Ltd., in the estimated amount of \$192,900.00 (plus HST) and was approved by the CAO.

**RFP 2024-071: Provision of a Wastewater Treatment Plant Polymer Make Up System**

The product was procured through an open public Request for Proposal (RFP) process. Two submissions were received. Award was recommended to the highest scoring proponent, Venasse Construction Ltd., in the estimated amount of \$310,750.00 (plus HST). An Approval Committee was struck for this procurement which included the Interim City Engineer, CFO, and CAO.

**RFP 2025-060: Design Services for the Reconstruction of Trout Lake Road**

The product was procured through an open public Request for Proposal (RFP) process. Four submissions were received. Award was recommended to the highest scoring proponent, J.L. Richards & Associates Limited, in the estimated amount of \$258,828.50 (plus HST). An Approval Committee was struck for this procurement which included the Interim City Engineer, CFO, and CAO.

**RFP 2025-054B: Tire Supply and Services**

The service was procured through an open public Request for Proposal (RFP) process. Two submissions were received. Award was recommended to the highest scoring proponent, 1638176 Ontario Limited o/a Independent Tire

Service, in the estimated amount of \$531,662.36 (plus HST) for a two-year period with an option to extend for one additional period of one year. An Approval Committee was struck for this procurement which included the Interim City Engineer, CFO, and CAO.

**RFQ 2025-016: Landscaping Services**

The service was procured through an open public Request for Quotation (RFQ) process. Three bids were received and an award was recommended to the lowest compliant bid, 2200850 Ontario Inc. o/a D.A.V.A Contracting, in the estimated amount of \$575,654 (plus HST) for a two-year period with an option to extend for two additional periods of one year each. An Approval Committee was struck for this procurement which included the Interim City Engineer, CFO, and CAO.

**RFQ 2025-024: Mattress Recycling Services**

The service was procured through an open public Request for Quotation (RFQ) process. One bid was received and an award was recommended to the lowest compliant bid, Recyc-Mattress Inc., in the estimated amount of \$356,637.00 (plus HST) for a two-year period with an option to extend for two additional periods of one year each. An Approval Committee was struck for this procurement which included the Interim City Engineer, CFO, and CAO.

**RFQ 2025-040: Towing Services**

The service was procured through an open public Request for Quotation (RFQ) process. One bid was received and an award was recommended to the lowest compliant bid, 1450384 Ontario Inc., o/a A&S Towing, in the estimated amount of \$145,830.00 (plus HST) for a two-year period with an option to extend for two additional periods of one year each. Approval was provided by the CAO.

### **RFQ 2025-055: Supply and Delivery of Bulk Road Salt**

The service was procured through an open public Request for Quotation (RFQ) process. Two bids were received and an award was recommended to the lowest compliant bid, Compass Minerals Canada Corp., in the estimated amount of \$888,125.00 (plus HST) for a two-year period with an option to extend for one additional period of one year. An Approval Committee was struck for this procurement which included the Interim City Engineer, CFO, and CAO.

### **LT 2025-010 Cedar Heights Booster Pumping Station – Limited Tendering**

Development in the area required additional work to the original engineering design and could be quickly addressed utilizing the original engineering firm. The award is in the amount of \$235,500.00 (plus HST). An Approval Committee was struck for this procurement which included the Interim City Engineer, CFO, and CAO.

### **Renewal of Existing Software – Superion, LLC**

Annual renewal of software that was procured historically and is integral to the daily operations of the City's finances. The annual licensing renewal for the 2025/2026, in the amount of \$185,890.55 (plus HST), was approved by CAO.

### **Bridson Process Control - Limited Tendering**

The product was procured directly with Bridson Process Control in the amount of \$111,812.00 (plus HST) and approved by the CAO.

### **North Bay Jack Garland Airport**

The products and services are part of an agreement with the City to provide fuel and fluids to the City North Bay's Transit parabus in 2025 in the amount of \$150,000. The procurement was approved by the CAO.

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## **Corporate Strategic Plan**

- |                                                                           |                                                  |
|---------------------------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Natural North and Near                           | <input type="checkbox"/> Economic Prosperity     |
| <input type="checkbox"/> Affordable Balanced Growth                       | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government |                                                  |

### **Specific Objectives**

- Ensure the efficient and effective operations of the city, with particular consideration to the impact of decisions on the property tax rate.
- Develop a practice of communications and engagement that ensures that residents are aware and understand what City Hall is doing.

---

## **Recommended Option**

That Council receive and file the July 2025 Procurement Award Update, as set out in Report to Council CORP 2025-080 dated July 31, 2025 from Lori Jackson, Purchasing Manager.

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Respectfully submitted,

Name: Lori Jackson

Title: Manager, Purchasing

## **I concur with this report and recommendation**

Name: Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Name: John Severino, P.Eng., MBA

Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Lori Jackson

Title: Manager, Purchasing



**Subject:** Report from Lori Jackson and Scott Franks dated August 1, 2025 re Request for Quote 2025-21, Haulage Roster

**File No.**

**Res.** 2025 - \_\_\_\_\_

**Moved by Councillor:** \_\_\_\_\_

**Seconded by Councillor:** \_\_\_\_\_

That Council approve the award of contracts to 1938409 Ontario Ltd. operating as KDW Trucking, Digsafe Contracting Inc., Trapper City Paving, Canor Construction Inc., 1686250 Ontario Inc. operating as Tetreault Construction and Robinson Haulage Inc., based on the unit rates specified in their bid for Request for Quote 2025-21, for the provision of haulage services, for a term of two (2) years, with an option in favour of the City to extend the agreement for two (2) additional terms up to one (1) year each.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict \_\_\_\_\_

Endorsement of Chair \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

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Record of Vote (*Upon Request of Councillor* \_\_\_\_\_)

Signature of Clerk \_\_\_\_\_

## **City of North Bay Report to Council**

Report No: CORP-2025-079

Date: August 1, 2025

Originator: Lori Jackson  
Manager, Purchasing

Scott Franks  
Manager, Roads, Traffic & Landfill Operations

Business Unit:  
Corporate Services

Department:  
Financial Services Department

Subject: Request for Quote 2025-021 Haulage Roster

Closed Session: yes ☐ no ☒

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### **Recommendation**

That City Council approves the award of contracts to 1938409 Ontario Ltd. o/a KDW Trucking, Digsafe Contracting Inc., Trapper City Paving, Canor Construction Inc., 1686250 Ontario Inc. o/a Tetreault Construction, and Robinson Haulage Inc., based on the unit rates specified in their bid for RFQ 2025-021 for the provision of haulage services, for a term of two (2) years, with an option in favour of the City to extend the agreement for two (2) additional terms up to one (1) year each.

---

### **Background**

The City of North Bay contracts haulage services during the summer and winter operating seasons. Haulage services are used during the summer construction season for hauling materials to and from construction sites for various capital and operating projects. During the winter, these services are primarily used to support the snow removal program. The City keeps a roster of trucking companies on contract to support operational requirements and trucks are called out to provide haulage services as required in the order of their bid prices from lowest to highest. The current contract for haulage is expiring.

---

## Financial/Legal Implications

A formal bid request, which closed July 25, 2025, was administered by the Purchasing Department and was publicly advertised in accordance with the City's Purchasing By-Law 2013-200, as amended. Six bids were evaluated by the Purchasing Manager and the Manager of Roads Traffic & Landfill Operations. Price was the sole criteria being evaluated.

The results are as follows:

Ranking	Company	Bid Price
1	1938409 Ontario Ltd. o/a KDW Trucking	\$952,000
2	Digsafe Contracting Inc.	\$1,298,460
3	Trapper City Paving	\$1,543,600
4	Canor Construction Inc.	\$1,564,000
5	1686250 Ontario Inc. o/a Tetreault Construction	\$1,697,280
6	Robinson Haulage Inc.	\$2,057,000

The bid prices represent the total cost over the entire two (2) year term based on the estimated quantities specified in the RFQ. Under the terms of the contract, the City will pay the unit rate specified for each item bid and is not bound to any specific quantities.

Funding for haulage services provided under this contract is managed within the operating and capital budgets of various departments. Operational departments will ensure that the quantity and value of work requested does not exceed the funding allocated in the following:

- 2025 Infrastructure and Operations Operating Budget;
- 2025 Water and Wastewater Operating Budget; and
- Any associated capital projects.

Sufficient funding will continue to be requested in future years.

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## Corporate Strategic Plan

- |                                                                |                                                  |
|----------------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Natural North and Near                | <input type="checkbox"/> Economic Prosperity     |
| <input checked="" type="checkbox"/> Affordable Balanced Growth | <input type="checkbox"/> Spirited Safe Community |
| <input type="checkbox"/> Responsible and Responsive Government |                                                  |

## Specific Objectives

Maintain infrastructure across the city in a good state of repair.

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## Options Analysis

Option 1: That City Council approves the award of contracts to 1938409 Ontario Ltd. o/a KDW Trucking, Digsafe Contracting Inc., Trapper

City Paving, Canor Construction Inc., 1686250 Ontario Inc. o/a Tetreault Construction, and Robinson Haulage Inc.,, based on the unit rates specified in their bid for RFQ 2025-021 for the provision of haulage services, for a term of two years.

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Option 2: Do not award a contract. This option is not recommended because the City requires these services to ensure efficient and cost-effective summer and winter operations.

### **Recommended Option**

That City Council approves the award of contracts to 1938409 Ontario Ltd. o/a KDW Trucking, Digsafe Contracting Inc., Trapper City Paving, Canor Construction Inc., 1686250 Ontario Inc. o/a Tetreault Construction, and Robinson Haulage Inc., based on the unit rates specified in their bid for RFQ 2025-021 for the provision of haulage services, for a term of two years.

---

Respectfully submitted,

Name: Lori Jackson  
Title: Manager, Purchasing

Name: Scott Franks  
Title: Manager, Roads, Traffic & Landfill Operations

### **We concur with this report and recommendation.**

Name: Scott Franks  
Title: Manager, Roads, Traffic & Landfill Operations

Name: Alan Korell, P.Eng.  
Title: Interim City Engineer

Name: Margaret Karpenko, CPA, CMA  
Title: Chief Financial Officer /Treasurer

Name: John Severino, P.Eng, MBA  
Title: Chief Administrative Officer

Personnel designated for continuance:

Name: Scott Franks  
Title: Manager, Roads, Traffic & Landfill Operations

<b>6.11</b>
-------------

North Bay, ON

August 12, 2025

**Subject:** Report from Sara Gage dated July 25, 2025 re General Variance Year-End Projections, as at June 30<sup>th</sup>, 2025

**File No.****Res.** 2025 - \_\_\_\_\_**Moved by Councillor:** \_\_\_\_\_**Seconded by Councillor:** \_\_\_\_\_

That Council receive and file the City of North Bay's Year-End Financial Projection for the period ending June 30<sup>th</sup>, 2025, as set out in Report to Council CORP 2025-71 dated July 25, 2025 from Sara Gage.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict \_\_\_\_\_

Endorsement of Chair \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

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Record of Vote (*Upon Request of Councillor* \_\_\_\_\_)

Signature of Clerk \_\_\_\_\_

## City of North Bay Report to Council

Report No: CORP-2025-071

Date: July 25, 2025

Originator: Sara Gage

Business Unit: Corporate Services

Department: Financial Services Department

Subject: General Variance Year-end Projections as at June 30<sup>th</sup>, 2025

Closed Session: yes ☐ no ☒

---

### Recommendation

That Council receive and file the City of North Bay's Year-end Financial Projection for the period ending June 30<sup>th</sup>, 2025, as set out in Report to Council CORP 2025-071 dated July 25, 2025, from Sara Gage.

---

### Background

Subsequent to budgetary approval, departments are required to monitor their expenditures and revenues on an on-going basis and project to the end of the year. Year-end projections are reported to Council on a semi-annual basis, being June 30<sup>th</sup> and September 30<sup>th</sup> of each year with final results prepared as at December 31<sup>st</sup>. Projections become more accurate as the year unfolds, and more information becomes available. It is common practice for management to make necessary adjustments or reallocations of resources to ensure that departments realize all possible savings and efficiencies.

---

### Financial/Legal Implications

See Analysis for Financial Implications. No Legal Implications.

---

### Corporate Strategic Plan

- |                                                                           |                                                  |
|---------------------------------------------------------------------------|--------------------------------------------------|
| <input checked="" type="checkbox"/> Natural North and Near                | <input type="checkbox"/> Economic Prosperity     |
| <input checked="" type="checkbox"/> Affordable Balanced Growth            | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government |                                                  |

### Specific Objectives

- Provide smart, cost-effective services and programs to residents and businesses
- Ensure the efficient and effective operations of the city, with particular consideration to the impact of decisions on the property tax base
- Ensure that Council and staff have a shared perception and goals

---

### Analysis

To provide comprehensive year-end projections, each cost center and business unit has been reviewed in detail by Business Unit Managers. Finance provided a general review of all cost centers including a review of revenues, wages & benefits, fuel, fleet, insurance, and utilities. Based on projections prepared as at June 30<sup>th</sup>, the City is forecasting to utilize only \$2,042,224 of the \$3,075,780 one-time reserve transfer originally budgeted in the Council approved 2025 General Operating Budget.

A departmental summary of year-to-date actuals and associated budgets is attached to this report as Appendix A and Appendix B. The following summarizes the overall major variances between the approved budget and the projected year-end values:

- **Community Services** is projecting a year-end net surplus of \$530,328.

*Factors contributing to the projected surplus include lower personnel, utility and contract costs, along with higher revenues.*

Revenues are expected to be higher than budgeted for both the Arenas and Arts, Culture & Recreation.

- **Corporate Services** is projecting a year-end net surplus of \$35,683.

*Factors contributing to the projected surplus resulted from nominal personnel savings and anticipated revenue, partially offset by nominal increased contract costs.*

Both By-law and Finance departments estimate revenue surpluses by the end of the year. Cost pressures related to software licensing and maintenance fees in 2025 due to inflation as well as market movement of cost models from ownership to subscription-based pricing.

- **General Government Activities** is projecting a year-end net surplus of \$475,708.

*The projected surplus is largely due to higher net investment and bank interest revenues, lower expected Assessment Review Board (ARB) write-offs, partially offset by a lower transfer from reserve and increased GCIP incentives.*

Investment income and bank interest revenues are to exceed budgeted amounts by approximately \$1.37 million. Interest rates have slightly decreased but remain high along with cash balances. Large cash outlays are forecasted in the second half of the year (i.e. construction payments for the new Community Centre).

Expenditures related to tax appeals resolved via the Assessment Review Board (ARB) appeal process are expected to be lower than budgeted in 2025 by about \$420,000.

In 2023, the government announced that until it conducts a review of the accuracy and fairness of the assessment system, the reassessment will remain suspended. The last assessment was completed in 2016.

Tax incentives under the Growth CIP program are expected to be above budget by approximately \$250,000 due to increased applicants.

- **Infrastructure and Operations** is projecting a year-end net deficit of \$1,041,719.

*Factors contributing to the projected deficit include higher Fleet Repairs/Maintenance costs, lower Landfill revenues and higher contract costs, partially offset by personnel savings.*

Fleet is forecasting a net deficit of \$768,521 as a result of increased parts and outside repair costs offset by personnel cost savings.

Environmental Services is forecasting a deficit of \$545,903 which approx. \$410,000 is a result of lower tipping fee revenues which can fluctuate from year to year due to consumer habits and large-scale commercial projects/activities.

Roads is forecasting a surplus of \$249,646 due to approximately \$228,000 in

personnel savings.

- **Service Partners** are projecting to end the year on budget.

## Risks

Corporate areas that could impact the budget include:

- Unexpected utility, fuel, and insurance costs due to unforeseen events
  - Unrealized revenues due to lower volumes and usage
  - Emergencies and unforeseen occurrences
  - Unforeseen vacancies in key operating areas
  - WSIB rate changes based on experience and trends
  - Economic pressures (Global and Regional)
  - Unexpected legislated changes to operations
- **Utility Costs** - Historical trends and anticipated price increases are used to project utility costs; however, many variables can influence actual utility costs and there is always a risk that variances will be realized between budget and actual costs. Net utilities are currently trending under budget by approximately \$110,000.
- **Fuel** - The fuel budget was set based on expected usage at an estimated weighted average rate of \$1.46 per litre. Actual weighted average fuel rated for the first 6 months of the year has been \$1.29 per litre. Projections are based on current realized savings with projected rates for the remainder of the year. Under the terms of the current contract, the City pays pricing based on the Ultramar Daily Toronto Rack Rate. If usage remains the same for the balance of the year, savings are estimated to be approximately \$149,000 by year-end.
- **Personnel** - Several vacancies continue to be the result of recruiting issues. The labour market is experiencing a shortage in many areas, especially in the skilled trades. The City has experienced challenges in recruiting employees that meet qualifications. Estimated net personnel savings projected for 2025 are approximately \$1,255,587. Note, overtime and/or contracting out of certain services has been realized and is necessary to meet on-going operational needs. Realized personnel savings are considered one-time and not sustainable as full complement is required to deliver budgeted municipal service levels and meet legislative requirements.

## Reserves

As noted in the 2025 Council budget deliberations in March 2025, the City and Police Services received a WSIB rebate (based on the 2022/23 reporting years) in the amount of approximately \$1 million and \$500,000 respectively. It was communicated during the Council budget deliberations that these rebates would be recorded to reserves to replenish part of the approximately \$3.075 million one-time reserve funding utilized in the 2025 budget. Accordingly, the funds have been transferred to reserve.

The City has reserves available to offset a projected year-end deficit. If a year-end deficit results, it would be recommended to offset the deficit by the Tax Rate Stabilization Reserve for the purpose of closing the 2025 year. Operating reserve balances estimated as at the date of this report (net of 2025 budgeted transfers) follow:



- Tax Rate Stabilization Reserve (99529R): \$9,968,350
- Operating Budget Contingency Reserve (99557R): \$1,106,474

The Tax Rate Stabilization Reserve's target level is 5% to 10% of the total municipal tax levy (\$114,069,054) being \$5.7 million to \$11.4 million for 2025. The Operating Budget Contingency Reserve's target level is 1% of the gross operating budget (\$167,223,119), approximately \$1.67 million for 2025.

The City of North Bay's Reserve Policy forms a critical component of the municipality's Long-Term Financial Plan. Reserves are intended to be used to offset one-time expenses and reduce the risk to the taxpayers of significant budget impacts arising from uncontrollable events and activities.

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### **Recommended Option**

That Council receive and file the City of North Bay's Year-end Financial Projection for the period ending June 30<sup>th</sup>, 2025, as set out in Report to Council CORP 2024-071 dated July 25, 2025, from Sara Gage.

---

Respectfully submitted,  
Name: Sara Gage, CPA  
Title: Manager, Financial Services

### **I concur with this report and recommendation,**

Name Shannon Saucier, CPA, CA  
Title: Director, Strategic Initiatives  
Name Peter E.G. Leckie, B.A. (Hons.), LL.B.  
Title: City Solicitor  
Name Alan Korell P.Eng.  
Title: Interim City Engineer  
Name Jason Whiteley  
Title: Fire Chief  
Name Ian Kilgour, MCIP, RPP  
Title: Director, Community Services  
Name Wanda Trottier, CHRL  
Title: Director, Human Resources  
Name Margaret Karpenko, CPA, CMA  
Title: Chief Financial Officer /Treasurer  
Name John Severino, P.Eng., MBA  
Title: Chief Administrative Officer

### **Personnel designated for continuance:**

Margaret Karpenko, CPA, CMA  
Chief Financial Officer /Treasurer

# APPENDIX A

## 2025 GENERAL OPERATING

### JUNE 30TH YEAR-END PROJECTIONS

	2025 Actuals YTD *	2025 Budget	Year-end Projections	Variance Surplus /(Deficit)
<b>Community Services</b>				
ARENA SERVICES	934,502	2,388,298	2,246,664	141,634
ARTS, CULTURE & RECREATION SERVICES	592,755	1,444,699	1,400,301	44,398
BUILDING SERVICES	(482,446)	106,894	121,426	(14,532)
COMMUNITY DEVELOPMENT & WELL-BEING	346,732	684,425	666,187	18,238
ECONOMIC DEVELOPMENT	445,968	971,547	939,750	31,797
FIRE & EMERGENCY SERVICES	6,955,301	15,154,696	15,108,295	46,401
PARKS	1,943,839	4,539,177	4,270,324	268,853
PLANNING SERVICES	290,233	608,885	615,346	(6,461)
<b>Total Community Services:</b>	<b>11,026,884</b>	<b>25,898,621</b>	<b>25,368,293</b>	<b>530,328</b>
<b>Corporate Services</b>				
FINANCE	930,847	2,165,787	2,117,308	48,479
HUMAN RESOURCES	693,255	1,418,725	1,388,599	30,126
LEGAL & LEGISLATIVE SERVICES	450,323	1,022,650	967,900	54,750
STRATEGIC INITIATIVES	1,553,065	2,668,535	2,766,207	(97,672)
<b>Total Corporate Services:</b>	<b>3,627,490</b>	<b>7,275,697</b>	<b>7,240,014</b>	<b>35,683</b>
<b>General Government Activities</b>				
GENERAL REVENUES & EXPENSES	(102,546,452)	(108,382,844)	(108,861,117)	478,273
MAYOR & COUNCIL	256,933	612,886	613,023	(137)
OFFICE OF THE CAO	195,433	352,204	354,632	(2,428)
<b>Total General Government Activities:</b>	<b>(102,094,086)</b>	<b>(107,417,754)</b>	<b>(107,893,462)</b>	<b>475,708</b>
<b>Infrastructure and Operations</b>				
ENGINEERING SERVICES	812,429	1,089,537	1,112,353	(22,816)
ENVIRONMENTAL SERVICES	361,526	1,067,451	1,613,354	(545,903)
FACILITIES	393,086	1,281,458	1,266,842	14,616
FLEET MANAGEMENT	160,955	0	768,521	(768,521)
PARKING OPERATIONS	(44,798)	(6,347)	5,456	(11,803)
ROADS	5,047,477	10,983,834	10,734,188	249,646
STORM SEWERS	270,093	654,234	632,146	22,088
TRANSIT	2,082,229	5,239,833	5,218,859	20,974
<b>Total Infrastructure and Operations:</b>	<b>9,082,997</b>	<b>20,310,000</b>	<b>21,351,719</b>	<b>(1,041,719)</b>
<b>Total Service Partners:</b>	<b>43,950,855</b>	<b>53,933,436</b>	<b>53,933,436</b>	<b>0</b>
<b>Levy Grand Total:</b>	<b>(34,405,860)</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Actuals subject to year-end adjustments and accrual

\*\* Totals may vary slightly from computer generated budget reports due to rounding

# **APPENDIX B** **2025 GENERAL OPERATING YEAR-END VARIANCE** **AS AT JUNE 30TH 2025**

	2025 Actuals YTD*	2025 Approved Budget	June Projections	Year End Projection Surplus /(Deficit)
PERSONNEL				
SALARIES & WAGES	16,185,731	35,588,926	34,668,478	920,448
FRINGE BENEFITS	4,795,181	12,647,484	12,312,345	335,139
PERSONNEL TOTAL	20,980,912	48,236,410	46,980,823	1,255,587
GOODS & SERVICES				
MATERIALS - OPERATING EXPENSES	1,968,376	3,715,139	4,175,231	(460,092)
FUEL	910,106	1,935,880	1,786,450	149,430
UTILITIES	1,094,182	2,817,466	2,707,258	110,208
ADMINISTRATION EXPENSES	798,204	1,729,943	1,871,446	(141,503)
PROFESSIONAL FEES	231,705	737,400	724,535	12,865
LEASES & RENTS	385,724	774,182	864,604	(90,422)
MAINTENANCE EXPENSES	1,780,940	3,382,838	4,203,318	(820,480)
CONTRACTS	2,302,067	5,149,652	5,361,371	(211,719)
INSURANCE	653,886	1,279,416	1,279,416	0
OTHER SERVICES	820,977	2,076,458	2,061,684	14,774
GOODS & SERVICES TOTAL	10,946,167	23,598,374	25,035,313	(1,436,939)
FINANCIAL EXPENSES				
FINANCING EXPENSES	6,498,572	8,700,123	8,197,440	502,683
TAX REDUCTIONS & WRITE-OFFS	620,767	1,767,070	1,515,360	251,710
FINANCIAL EXPENSES TOTAL	7,119,339	10,467,193	9,712,800	754,393
CAPITAL/RESERVE TRANSACTIONS				
CAPITAL PURCHASES	57,418	270,200	288,876	(18,676)
CAPITAL FINANCING	16,923,844	16,923,844	16,923,844	0
TRANSFER TO RESERVES	6,605,554	4,462,233	6,051,673	(1,589,440)
AGREEMENTS/OTHER	162,629	618,607	618,607	0
CAPITAL/RESERVE TRANSACTIONS TOTAL	23,749,445	22,274,884	23,883,000	(1,608,116)
SERVICE PARTNERS				
LOCAL AGENCIES, BOARDS & COMMISSIONS	44,092,462	54,888,436	54,888,436	0
SERVICE PARTNERS TOTAL	44,092,462	54,888,436	54,888,436	0
INTERNAL TRANSFERS				
INTERNAL TRANSFERS	4,158,187	8,248,603	8,280,186	(31,583)
INTERNAL TRANSFERS TOTAL	4,158,187	8,248,603	8,280,186	(31,583)
EXPENSE TOTAL	111,046,512	167,713,900	168,780,558	(1,066,658)
REVENUE				
INTERNAL TRANSFERS	5,701,641	11,326,289	11,346,289	20,000
TAXATION	110,957,418	115,764,415	115,581,658	(182,757)
PAYMENTS IN LIEU	5,119,443	973,779	1,029,109	55,330
UNCONDITIONAL GRANTS	5,774,350	11,548,700	11,548,700	0
LICENSES, PERMITS & FINES	2,155,192	3,741,500	4,071,804	330,304
OTHER REVENUE	2,923,301	5,359,668	7,955,282	2,595,614
TRANSFER FROM CAPITAL	199,407	276,617	274,755	(1,862)
TRANSFER FROM RESERVES	990,244	6,554,156	4,986,181	(1,567,975)
GRANTS ***	5,774,296	317,514	399,037	81,523
OTHER MUNICIPAL REVENUES	181,475	307,488	307,488	0
USER FEES/SERVICE CHARGES	5,675,605	11,543,776	11,280,256	(263,520)
REVENUE TOTAL	145,452,372	167,713,902	168,780,559	1,066,657
<b>GRAND TOTAL:</b>	<b>(34,405,860)</b>	<b>(2)</b>	<b>(1)</b>	<b>(1)</b>

\*\*

\* Actuals subject to year-end adjustments.

\*\* Totals may vary slightly from computer generated budget reports due to rounding.

\*\*\* Note all grants and other misc. receivables flow through General revenues and many are transferred to reserves or capital for applicable utilization.

<b>6.12</b>
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North Bay, ON

August 12, 2025

**Subject:** Report from Sara Gage dated July 28, 2025 re Year-End Water and Wastewater Financial Projection, as at June 30<sup>th</sup>, 2025

**File No.****Res.** 2025 - \_\_\_\_\_**Moved by Councillor:** \_\_\_\_\_**Seconded by Councillor:** \_\_\_\_\_

That Council receive and file the City of North Bay's Water and Wastewater Year-End Financial Projection for the period ending June 30<sup>th</sup>, 2025, as set out in Report to Council CORP 2025-70 dated July 28, 2025 from Sara Gage.

Carried

☐

Carried as amended

☐

Lost

☐

Conflict \_\_\_\_\_

Endorsement of Chair \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

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Record of Vote (*Upon Request of Councillor* \_\_\_\_\_)

Signature of Clerk \_\_\_\_\_

## City of North Bay Report to Council

Report No: CORP-2025-070

Date: July 28, 2025

Originator: Sara Gage

Business Unit: Corporate Services

Department: Financial Services Department

Subject: Year-end Water & Wastewater Financial Projection as at June 30, 2025

Closed Session: yes ☐ no ☒

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### Recommendation

That Council receive and file the City of North Bay's Water and Wastewater Year-end Financial Projection for the period ending June 30, 2025, as set out in Report to Council CORP 2025-070 dated July 28, 2025, from Sara Gage.

---

### Background

Subsequent to budgetary approval, departments are required to monitor their expenditures and revenues on an on-going basis and project to the end of the year. Year-end projections are reported to Council on a semi-annual basis, being June 30<sup>th</sup> and September 30<sup>th</sup> of each year with final results prepared as at December 31<sup>st</sup>. Projections become more accurate as the year unfolds and more information becomes available. It is common practice for management to make necessary adjustments or reallocations of resources and evaluate opportunities for improvement to ensure that services are delivered in a safe, cost effective and cost efficient manner.

---

### Financial/Legal Implications

See Options/Analysis for Financial Implications. No Legal Implications.

---

### Corporate Strategic Plan

- |                                                                           |                                                  |
|---------------------------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Natural North and Near                           | <input type="checkbox"/> Economic Prosperity     |
| <input checked="" type="checkbox"/> Affordable Balanced Growth            | <input type="checkbox"/> Spirited Safe Community |
| <input checked="" type="checkbox"/> Responsible and Responsive Government |                                                  |

---

### Specific Objectives

- Provide smart, cost-effective services and programs to residents and businesses
- Ensure that Council and staff have a shared perception of goals

---

### Options Analysis

In order to provide the most comprehensive year-end projections possible, each cost center and business unit has been reviewed in detail by Business Unit Managers. Finance provided a general review of all cost centers including a review of revenues, wages & benefits, fuel, fleet, insurance, and utilities. Based on projections prepared as at June 30<sup>th</sup>, it is forecasted that the year will end on budget. The approved Water and Wastewater Budget includes one-time reserve transfers in the amount of \$825,000. This report is estimating the use of only \$345,968 of the \$825,000 one-time reserve transfer to balance the year.

A departmental summary of year-to-date actuals and associated budgets is attached to this report as Appendix A and Appendix B. The following summarizes the overall major variances between the approved budget and the projected year-end values:

- **Sanitary Sewer Distribution** and **Sanitary Sewer Plant** operations are currently reporting to be on budget resulting from lower personnel, utility, and fuel costs; offset with higher contract costs and reduced transfer from reserve.
- **Water Distribution** and **Water Plant** operations are currently reporting to be on budget resulting from lower personnel and fuel costs and higher water revenues; offset with higher utility and material costs and reduced transfer from reserve.

**Overview** - On-going risks and challenges pertaining to the Water and Wastewater Budgets include the following:

- **Revenue Fluctuations due to Changes in Consumption** – The revenue projection has been prepared using actual consumption to date combined with the historical average consumption projected for the remaining months of the year. Overall, actual consumption has been trending close to budget. The City is expecting to end the year with a total Water and Wastewater revenue surplus of approximately \$150,000. The City may experience changes in consumption patterns based on seasonal trends, changing weather patterns, and conservation initiatives undertaken by customers.
- **Utility Costs** - Historical trends are used to project utility costs; however, many variables can influence actual utility costs and there is always a risk that variances will be realized between budget and actual costs. Utilities are currently trending to be approximately \$52,000 over budget.
- **Insurance** – At the time of establishing the 2025 budget, insurance costs were estimated to increase by 10% upon renewal. The City's insurance period is from May to April. Therefore, the first 4 months of 2025 was known, and the increase was applicable to the remaining 8 months. Insurance costs are expected to be on budget.
- **Unforeseen Issues/Repairs/Emergencies Related to Necessary Services** - Due to the nature of the department, any Water and Wastewater issues/repairs/emergencies, including severe weather events that arise must be dealt with in a timely manner to maintain necessary services to residents. It is impossible to predict the frequency of these occurrences. Individual events can vary in size and cost.
- **Fuel** - The fuel budget was set based on expected usage at an estimated weighted average rate of \$1.46 per litre. Actual fuel rates for the first 6 months of the year have been lower than budget due to the suspended consumer carbon tax and the reduction of the provincial fuel tax. The current weighted average fuel rate is \$1.29 per litre. Projections are based on current realized savings as well as projected rates for the remainder of the year. Under the terms of the current contract, the City pays pricing based on the Ultramar Daily Toronto Rack Rate. If usage remains the same for the balance of the year, savings are estimated to be approximately \$31,000 by year-end.
- **Personnel** – The labour market continues to experience a shortage in some areas, particularly in the skilled trades. With this shortage comes increased competition as employers are choosing from a smaller pool of candidates. Historically the City, has experienced challenges in recruiting employees in certain areas that meet

qualifications due to labour market conditions. Estimated net personnel savings projected for 2025 are approximately \$383,000. Realized savings are considered one-time and not sustainable as full complement is required over the long term to deliver budgeted municipal services. Overtime costs have occurred due to vacancies as well as emergency situations (i.e. infrastructure breaks). Management continuously evaluates opportunities to optimize resources to deliver the required levels of service.

**Reserves** - The Water and Wastewater Operating Reserves represent funds available to mitigate ongoing operational risks, including risks associated with operating a metered billing system or any unforeseen circumstances. Water and Wastewater Operating Reserve balances estimated at the date of this report (net of the 2025 budgeted transfers) are as follows:

- Water Operating Reserve Fund (#99576R) - \$570,143
- Sanitary Sewer Operating Reserve Fund (#99577R) - \$1,073,671

As per the City's Reserve Policy, the Water and Wastewater Stabilization Reserve target is 10% to 15% of budgeted expenditures. Accordingly, with 2025 gross Water operating budgeted expenditures of \$14.9 million, the Water operating reserve should ideally be in the range of approximately \$1.49 million to \$2.23 million. Based on 2025 gross Wastewater operating budgeted expenditures of approximately \$14.5 million, the Sanitary Sewer Operating Reserve should be in the range of \$1.45 million to \$2.18 million.

A separate reserve, 'Water Treatment Surcharge', Reserve No. 99580R, is being used on an annual basis to pay the ongoing principal and interest on debt issued. A reserve transfer in the amount of \$481,672 was budgeted within the 2025 Water and Wastewater Operating Budget. The balance in this Reserve as at the date of this report is \$1,237,779 including the 2025 transfer.

Upon finalization of in-year and year-end transactions, surpluses or deficits are recommended to be transferred to/from the reserve balances noted above.

---

### **Recommended Option**

That Council receive and file the City of North Bay's Water and Wastewater Year-end Financial Projection for the period ending June 30, 2025, as set out in Report to Council CORP 2025-070 dated July 28, 2025, from Sara Gage.

---

Respectfully submitted,

Name: Sara Gage, CPA

Title: Manager, Financial Services

### **I concur with this report and recommendation.**

Name: Alan Korell, P. Eng

Title: Interim City Engineer

Name: Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Name: John Severino, P.Eng, MBA

Title: Chief Administrative Officer

Personnel designated for continuance:

Manager of Financial Services

Attachment: Appendix A – Water & Wastewater Unit Variance Summary





## APPENDIX A

### 2025 WATER & WASTEWATER JUNE 30TH YEAR-END PROJECTIONS

	2025 YTD Actuals* (Revenues)/ Expenses	2025 Budget	June 30th Year-end Projections	Variance Surplus / (Deficit)
<b>Wastewater System</b>				
Wastewater Rate Revenue	(5,525,932)	(13,779,665)	(13,821,831)	42,166
Sanitary Sewer Distribution	9,380,845	10,797,400	10,900,935	(103,535)
Sanitary Sewer Plant	1,388,649	2,982,265	2,920,896	61,369
<b>Total Wastewater System:</b>	<b>5,243,562</b>	-	-	-
<b>Water System</b>				
Water Rate Revenue	(5,531,762)	(13,758,591)	(13,905,938)	147,347
Water Distribution	8,860,033	11,169,074	11,312,643	(143,569)
Water Plant	1,210,033	2,589,517	2,593,295	(3,778)
<b>Total Water System:</b>	<b>4,538,304</b>	-	-	-
<b>Total Net Water Wastewater Operations :</b>	<b>9,781,866</b>	-	-	-
	**			**

\* Actuals subject to year-end adjustments.

\*\* Totals may vary slightly from computer generated budget reports due to rounding.

## APPENDIX B

### 2025 WATER & WASTEWATER YEAR-END VARIANCES AS AT JUNE 30TH 2025

	2024 Actuals*	2025 Actuals YTD	2025 Approved	June Projection	Year End Projection Surplus /Deficit
PERSONNEL					
SALARIES & WAGES	3,394,866	1,939,286	3,609,247	3,277,252	331,995
FRINGE BENEFITS	1,225,965	729,005	1,575,145	1,524,049	51,096
PERSONNEL TOTAL	4,620,831	2,668,291	5,184,392	4,801,301	383,091
GOODS & SERVICES					
MATERIALS - OPERATING EXPENSES	1,609,330	867,245	1,573,748	1,576,706	(2,958)
FUEL	204,574	118,588	223,610	192,741	30,869
UTILITIES	1,291,938	485,044	1,248,717	1,300,462	(51,745)
ADMINISTRATION EXPENSES	597,757	294,866	597,675	610,052	(12,377)
PROFESSIONAL FEES	4,689	317	1,290	2,548	(1,258)
LEASES & RENTS	8,658	3,379	11,000	9,284	1,716
MAINTENANCE EXPENSES	169,298	163,651	177,523	177,589	(66)
CONTRACTS	933,173	74,183	860,786	880,039	(19,253)
INSURANCE	634,409	221,553	708,970	708,970	-
OTHER SERVICES	252,303	90,319	204,500	204,500	-
GOODS & SERVICES TOTAL	5,706,129	2,319,145	5,607,819	5,662,891	(55,072)
FINANCIAL EXPENSES					
FINANCING EXPENSES	2,707,138	3,007,416	3,502,071	3,502,071	-
FINANCIAL EXPENSES TOTAL	2,707,138	3,007,416	3,502,071	3,502,071	-
CAPITAL/RESERVE TRANSACTIONS					
CAPITAL PURCHASES	50,283	15,230	25,500	25,999	(499)
CAPITAL FINANCING	11,931,335	12,025,509	12,025,509	12,025,510	(1)
TRANSFER TO RESERVES	25,108	-	-	-	-
CAPITAL/RESERVE TRANSACTIONS TOTAL	12,006,726	12,040,739	12,051,009	12,051,509	(500)
INTERNAL TRANSFERS					
INTERNAL TRANSFERS	2,888,237	1,531,878	3,044,185	3,042,686	1,499
INTERNAL TRANSFERS TOTAL	2,888,237	1,531,878	3,044,185	3,042,686	1,499
EXPENSE TOTAL	27,929,061	21,567,469	29,389,476	29,060,458	329,018
REVENUE					
TAXATION	26,565,262	11,057,694	27,538,256	27,727,769	189,513
LICENSES, PERMITS & FINES	87,705	33,407	70,000	70,000	-
OTHER REVENUE	44,606	14,526	24,500	30,602	6,102
TRANSFER FROM RESERVES	814,636	481,672	1,306,672	827,640	(479,032)
GRANTS	30,583	9,797	8,750	9,797	1,047
USER FEES/SERVICE CHARGES	386,268	188,505	441,300	394,650	(46,650)
REVENUE TOTAL	27,929,060	11,785,601	29,389,478	29,060,458	(329,020)
<b>GRAND TOTAL:</b>	<b>1</b>	<b>9,781,868</b>	<b>(2)</b>	<b>-</b>	<b>(2)</b>

\*\*

\* Actuals subject to year-end adjustments.

\*\* Totals may vary slightly from computer generated budget reports due to rounding.

**The Corporation of The City of North Bay**

**By-Law No. 2025-68**

**Being a By-Law to Amend By-Law 2007-243,  
Accountability and Transparency Policy**

Whereas section 270(1)(5) of the *Municipal Act*, 2001, as amended, provides that every municipality shall adopt and maintain policies with respect to accountability and transparency;

And Whereas Council passed Resolution No. 2025- \_\_\_\_ at its Regular Meeting held on Tuesday, the 12th day of August, 2025, to amend the Accountability and Transparency Policy to include Council Expenses;

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

1. That Policy Requirements - Section i) Financial Matters be amended to include the following provision:  
  
"9. Council Members' expenses – shall be reported on both a quarterly and annual basis. These reports will include detailed transaction level information, specifying the payee, date of payment, amount and a general description of the nature of the expense as it relates to City business.  
  
The quarterly transaction details will be made publicly available on the City's website under the Mayor and Council page. The annual summary report will be presented through a report to council and subsequently posted on the City's website.
2. This By-Law comes in effect upon being passed and the detailed transactions will be reported for the entire term of the current Council.

Read a First Time in Open Council on the 12<sup>th</sup> day of August, 2025.

Read a Second Time in Open Council on the 12<sup>th</sup> day of August, 2025.

Read a Third Time in Open Council and Enacted and Passed on the 12<sup>th</sup> day of August, 2025.

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Mayor Peter Chirico

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Deputy City Clerk Veronique Hie

**The Corporation of the City of North Bay**

**By-Law No. 2025-69**

**A By-Law To Amend Zoning By-Law No. 2015-30  
To Rezone Certain lands on Main Street West  
from a "General Industrial (M2)" Zone to a  
"Industrial Commercial Special Zone No. 58  
(MC Sp. 58)" Zone**

**2628985 Ontario Inc. – 1650 Main Street West**

Whereas the owner of the subject property has initiated an amendment to the Zoning By-Law;

And Whereas the Council of The Corporation of the City of North Bay has ensured that adequate information has been made available to the public, and held at least one public meeting after due notice for the purpose of informing the public of this By-Law;

And Whereas it is deemed desirable to amend the zone designation shown on Schedule "B-41" of Zoning By-Law 2015-30 pursuant to Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended;

And Whereas Council passed Committee Report CSCR 2025-10 adopted by Council on August 12, 2025 by Council Resolution No. 2025- \_\_\_\_\_ to approve this rezoning;

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

- 1) Schedule "B-41" of By-Law No. 2015-30 is amended by changing the zoning designation of the property shown on Schedule "A" attached hereto (which property is more particularly described as PIN 49161-0314 (LT) BLK Z PL 53 Widdifield; PT LT 9 PL 53 Widdifield as in NB152573; S/T NB165615; North Bay ; District of Nipissing), shown as hatched on Schedule A attached hereto from a "General Industrial (M2)" Zone to an "Industrial Commercial Special No. 58 (MC Sp. 58)" zone.
- 2) All buildings or structures erected or altered and the use of land in such "Industrial Commercial Special Zone No. 58 (MC Sp. 58)" shall conform to all applicable provisions of By-Law No. 2015-30 of The Corporation of the City of North Bay.
- 3) Section 11 of By-Law No. 2015-30 is amended by inserting at the end thereof the following Section 11.3.58:
  - "11.3.58 ""Industrial Commercial Special Zone No. 58 (MC Sp. 58)"
  - 11.3.58.1 The property description of this "Industrial Commercial Special Zone No. 58 (MC Sp. 58)" is PIN 49161-0314 (LT) BLK Z PL 53 Widdifield; PT LT 9 PL 53 Widdifield as in NB152573; S/T NB165615; North Bay; District of Nipissing along Main Street West in the City of North Bay as shown on the attached Schedules and on Schedule "B-41".
  - 11.3.58.2 No person shall use land, or use, erect, or construct any building or structure in this "Industrial Commercial Special

Zone No. 58 (MC Sp. 58)", except for the following uses:

- Wholesale uses directly associated with the main use
- All those uses permitted in the Industrial Commercial (MC)

11.3.58.3 The regulations for this "Industrial Commercial Special Zone No. 58 (MC Sp. 58)" are as follows:

- (i) The minimum Front Yard Setback shall be 13m;
- (ii) The maximum amount of area devoted to commercial floor space directly associated with the main use shall be 50%

11.3.58.4 The use of land or building in this "Industrial Commercial Special Zone No. 58 (MC Sp. 58)" shall conform to all other regulations of this By-Law, except as hereby expressly varied."

- 4) Section 11 of By-Law No. 2015-30 is further amended by inserting "Industrial Commercial Special Zone No. 58 (MC Sp. 58)" as shown on Schedule "B" to this By-Law.
- 5) Notice of the passing of this By-Law shall be given by the Clerk of The Corporation of the City of North Bay in the manner and form and to the persons prescribed by Section 6 of O. Reg. 545/06 as amended.
- 6) Any notice of appeal of this By-Law shall be filed in accordance with the provisions of Section 34(19) of the *Planning Act*, not later than 20 days after the day that the giving of the notice by the Clerk is completed, setting out the objection to the By-Law and the reasons in support of the objection and shall be accompanied by the fee prescribed under the *Ontario Land Tribunal Act, 2021*, S.O. 2021, c. 4, Sched. 6.
- 7) Where no notice of appeal is filed with the Clerk within twenty (20) days as required by Section 6 of this By-Law, then this By-Law shall be deemed to have come into force on the day it was passed.
- 8) Where one or more notices of appeal are filed with the Clerk within twenty (20) days in compliance with Section 6 of this By-Law, then this By-Law shall not come into force until all appeals have been finally disposed of in accordance with Section 34 of the *Planning Act*, whereupon the By-Law shall be deemed to have come into force on the day it was passed.

Read a First Time in Open Council the 12<sup>th</sup> day of August 2025.

Read a Second Time in Open Council the 12<sup>th</sup> day of August 2025.

Read a Third Time in Open Council and Passed this 12<sup>th</sup> day of August 2025.

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Mayor Peter Chirico

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Deputy City Clerk Veronique Hie

# Schedule A

This is Schedule “A”  
To By-Law No. 2025-069


Passed the 12<sup>th</sup> day of August 2025

\_\_\_\_\_  
Mayor Peter Chirico

\_\_\_\_\_  
Deputy City Clerk Veronique Hie



Legend

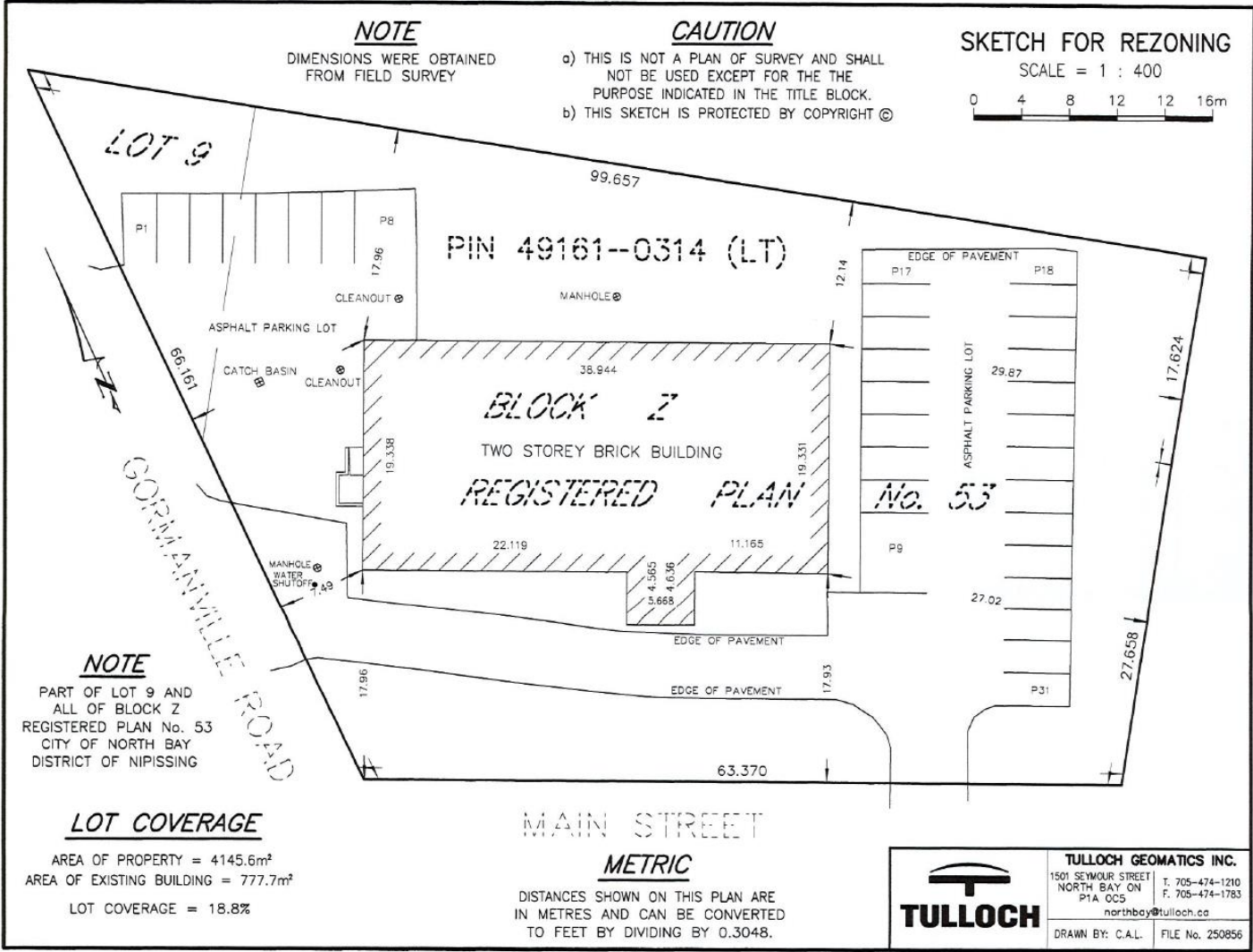
- 
- From a “General Industrial (M2)” Zone to an “Industrial Commercial Special No. 58 (MC Sp. 58)

Schedule B

This is Schedule "B"  
To By-Law No. 2025-069

Passed the 12<sup>th</sup> day of August 2025

Mayor Peter Chirico  
  
Deputy City Clerk Veronique Hie



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**The Corporation of the City of North Bay**

**By Law No. 2025-70**

**A By-Law to Designate a Site Plan Control  
Area on Certain Lands on Main Street West**

**2628985 Ontario Inc. – 1650 Main Street West**

Whereas the Council of The Corporation of the City of North Bay, hereinafter referred to as the "City", deems it desirable to designate a Site Plan Control Area in the City of North Bay pursuant to Section 41 of the Planning Act R.S.O. 1990 as amended;

And Whereas the Council deems it desirable to delegate to the Chief Administrative Officer the authority to enter into an agreement respecting the matters referred to herein;

And Whereas Council intends to pass By-Law No. 2025-69 to rezone the subject lands to an "Industrial Commercial Special No. 58 (MC Sp. 58)" zone to permit a wholesale use directly associated with the main industrial use.

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

- 1) That certain parcel of land composed PIN 49161-0314 (LT) BLK Z PL 53 Widdifield; PT LT 9 PL 53 Widdifield as in NB152573; S/T NB165615; North Bay; District of Nipissing, which lands are more particularly described on Schedule "A" attached hereto, is hereby designated as a Site Plan Control Area.
- 2) As a condition approval, all buildings or structures and parking facilities shall be provided and maintained in a location that is satisfactory to the City.
- 3) As a condition of approval the owner agrees to provide a storm water management plan which shall include a lot grading plan for the subject property. Said storm water management plan and any resulting alteration to the subject lands shall occur to the satisfaction of the City Engineer and at no expense to the City.
- 4) As a condition of approval of buildings and structures referred to in Section 2 hereof, no building or structure shall be erected, constructed, or placed on said Site Plan Control Area until the owner of the Site Plan Control Area has entered into an agreement with the City respecting the provisions, to the satisfaction of and at no expense to the City of the following matters:
  - a) parking facilities and access driveways and the surfacing of such areas and driveways;
  - b) walkways and the surfacing thereof;
  - c) facilities for lighting, including floodlighting;
  - d) walls, fences, hedges, trees or shrubs, or other groundcover or facilities for the landscaping of the lands;



- e) collection areas and other facilities and enclosures for the storage of garbage and other waste material;
  - f) grading or alteration in elevation or contour of the land and provision for the disposal of storm, surface and wastewater from the land and from any buildings or structures thereon; and
  - g) adequate water supply for firefighting purposes.
- 5) a) The Chief Administrative Officer is hereby authorized to enter into, under Corporate Seal, one or more agreements on behalf of the City with the owner of the subject lands herein to ensure the provision of all the facilities mentioned in this By-Law, and to impose the standard fee upon the owner for preparation.
- b) The said Agreement may be registered against the lands to which it applies and the City may enforce the provisions of the Registry Act or any successor legislation thereto and the Land Titles Act or any successor legislation thereto against any and all subsequent owners of the land.
- 6) a) The said Agreement shall be binding on the owner, its successors, assigns and heirs.
- b) The owner shall authorize the City to exercise the provisions of Section 446 of The Municipal Act, 2001 (S.O. 2001, c.25), as amended or any successor legislation thereto in the event of a breach by the owner of a condition of this agreement.
- 7) This By-Law comes into force and effect upon being finally passed.

Read a First Time in Open Council the 12<sup>th</sup> day of August 2025.

Read a Second Time in Open Council the 12<sup>th</sup> day of August 2025.

Read a Third Time in Open Council and Passed this 12<sup>th</sup> day of August 2025.

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Mayor Peter Chirico

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Deputy City Clerk Veronique Hie

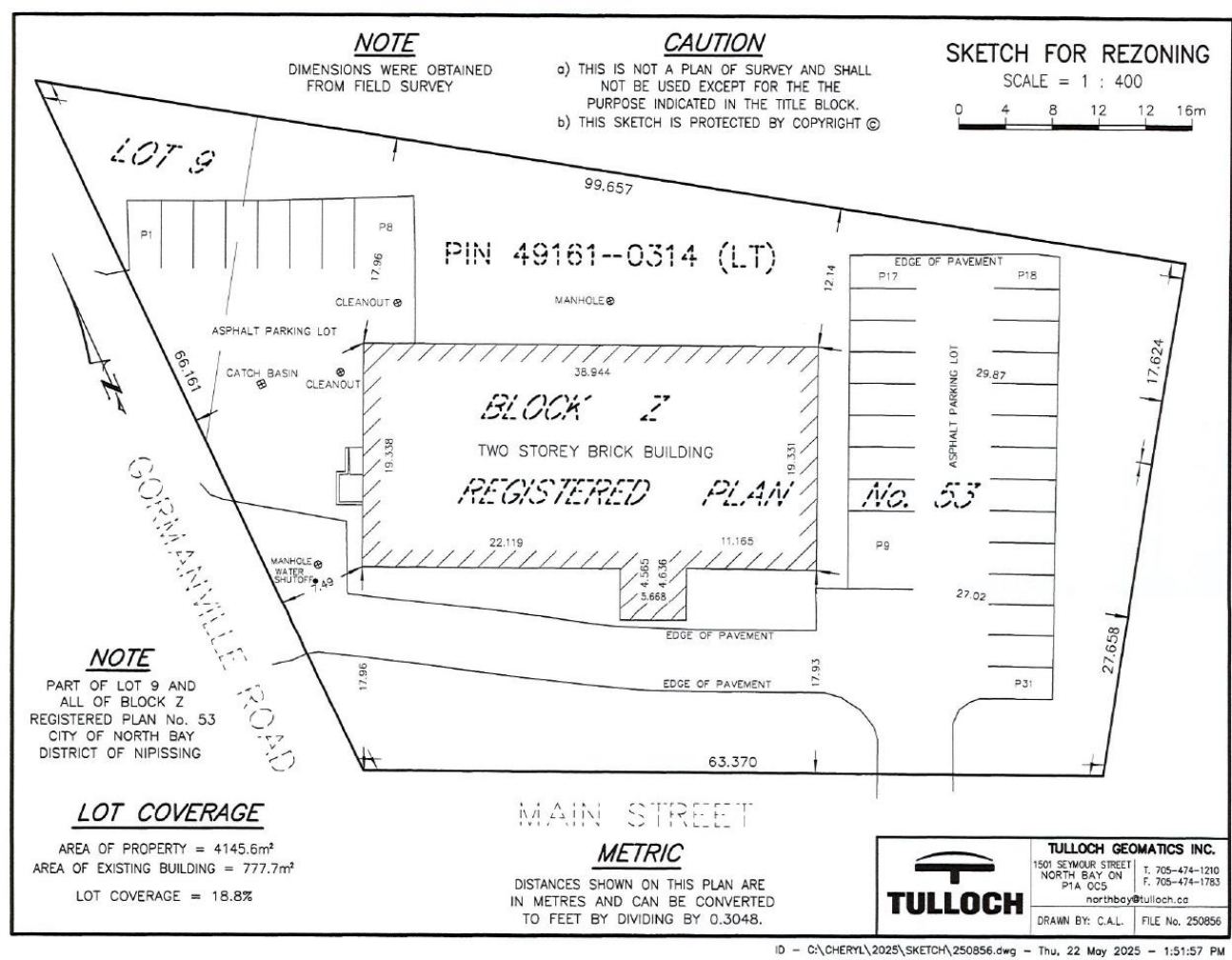
Schedule A

This is Schedule "A"  
To By-Law No. 2025-070

Passed the 12th day of August 2025

Mayor Peter Chirico

Deputy City Clerk Veronique Hie



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**The Corporation of The City of North Bay**

**By-Law No. 2025-71**

**Being a By-Law to Authorize the Execution of a  
Subdivision Agreement between The  
Corporation of the City of North Bay and  
930018 Ontario Inc. - Larocque Road  
Subdivision (16 Lots – 1 Block)**

Whereas the Subdivision Agreement with 930018 Ontario Inc. was approved by Resolution No. 2025-\_\_\_\_\_ passed by Council at its Regular Meeting held on Tuesday, August 12, 2025;

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

1. The Corporation of the City of North Bay enter into a Subdivision Agreement with 930018 Ontario Inc. in relation to Larocque Road Subdivision (16 Lots – 1 Block).
2. The Mayor and Deputy City Clerk of The Corporation of the City of North Bay are hereby authorized to execute that Subdivision Agreement between The Corporation of the City of North Bay and 930018 Ontario Inc. and to affix thereto the Corporate Seal.

Read a First Time in Open Council on the 12<sup>th</sup> day of August, 2025.

Read a Second Time in Open Council on the 12<sup>th</sup> day of August, 2025.

Read a Third Time in Open Council and Enacted and Passed on the 12th day of August, 2025.

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Mayor Peter Chirico

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Deputy City Clerk Veronique Hie

**The Corporation of the City of North Bay**

**By-Law No. 2025-72**

**Being a By-Law to Assume and Establish  
Part of a Public Highway (Bunting Drive)  
And to Amend By-Law 2002-133**

**Whereas** Section 31(2) of the *Municipal Act, 2001*, S.O. 2001, as amended, authorizes a Municipality to pass a By-Law to establish a highway.

**And Whereas** By-Law No. 2025-51 passed on the 3<sup>rd</sup> day of June, 2025, Council authorized a Subdivision Agreement for Intrigo Holdings Limited for 20 Lots on Meadowood Court off Bunting Drive dated June 3, 2025.

**And Whereas** it is deemed expedient to assume PT 20, PLAN 36R-8759 as part of the roadway.

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

1. That Part 20, Plan 36R-8759 being part of Bunting Drive in the City of North Bay, District of Nipissing, is hereby assumed and established as part of a Public Highway (PIN 49175-0458).
2. That Part 20, Plan 36R-8759 as in PIN 49175-0458 is hereby assumed and established as part of a Public Highway.
3. By-Law 2002-133 is hereby amended by adding the attached Schedule "K".
4. This by-law shall come into effect as of and from August 12, 2025.

Read a First Time in Open Council this 12<sup>th</sup> day of August, 2025.

Read a Second Time in Open Council this 12<sup>th</sup> day of August, 2025.

Read a Third Time in Open Council and passed this 12<sup>th</sup> day of August, 2025.

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Mayor Peter Chirico

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Deputy City Clerk Veronique Hie

THIS IS SCHEDULE "K" TO BY-LAW 2002-133  
of THE CORPORATION OF THE CITY OF NORTH BAY

1. PT 20 PL 36R-8759; City of North Bay (PIN 49175-0458).

MOTION



North Bay, ON August 12, 2025

**Subject:** Support for Making the NORDS Pilot Program Permanent and Expanding Program Eligibility

**File No.** **Res.** 2025-

**Moved by Councillor:** Horsfield

**Seconded by Councillor:** Mitchell

Whereas the Northern Ontario Resource Development Support (NORDS) pilot program was introduced to help Northern Ontario municipalities address infrastructure pressures resulting from natural resource sector activities;

And Whereas the program has been well received and has allowed municipalities, such as the City of North Bay, to strategically accumulate multi-year allocations in order to support large-scale infrastructure initiatives critical to community development and economic growth;

And Whereas the City of North Bay recognizes the importance of modern, safe, and efficient infrastructure to support economic growth and industrial competitiveness; AND WHEREAS the Seymour Street Widening project from Station Road to Wallace Road, including a signalized intersection, is a critical continuation of the intersection improvement at Hwy 11/17 and Seymour Avenue, directly supporting a high-value industrial zone;

And Whereas this arterial corridor enables key sectors such as mining, forestry, construction, and manufacturing to receive and ship goods efficiently, impacting markets provincially and beyond;

And Whereas the updated total Seymour Street Widening project budget of approx. \$11 million includes contributions from multiple funding programs such as NORDS (\$2 million) and OCIF (\$4,259,448).

Therefore Be It Resolved That the Council of the City of North Bay strongly urges the Government of Ontario to make the Northern Ontario Resource Development Support (NORDS) program a permanent fixture of its support to Northern municipalities;

And Further Be It Resolved That the Province consider expanding program eligibility to recognize the significant impact that agricultural equipment and operations have on municipal infrastructure, particularly in rural communities;

And Further Be It Resolved That the Council of the City of North Bay formally supports the principle of stacking (accumulating) funding from multiple grant and infrastructure programs to advance strategic capital works, such as the Seymour Street Widening project, and requests continued flexibility from higher levels of government to enable effective financial planning and timely delivery of large-scale municipal infrastructure initiatives;

And Further Be It Resolved That a copy of this resolution be forwarded to the Minister of Northern Development, the Minister of Agriculture, Food and Agribusiness, the Minister of Infrastructure, the Minister of Natural Resources, Nipissing MPP Victor Fedeli, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), the Northwestern Ontario Municipal Association, and all Northern Ontario municipalities for their awareness and support.

MOTION

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. 2025-67  
Being a By-Law to Confirm Proceedings  
of the Regular Meeting of Council Held on  
August 12<sup>th</sup>, 2025**

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 Regular Meeting held on August 12<sup>th</sup>, 2025 in respect of each motion, resolution and other action passed and taken by the Council at is said Meeting, save and except any directions passed at the closed session, are 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 12<sup>th</sup> day of August, 2025.

Read a Second Time in Open Council this 12<sup>th</sup> day of August, 2025.

Read a Third Time in Open Council and Passed this 12<sup>th</sup> day of August, 2025.

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Mayor Peter Chirico

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Deputy City Clerk Veronique Hie