



City of North Bay Report to Council

Report No: CORP 2021-35

Date: March 26, 2021

Originator: Mary-Ann Kotylak / Adam Curran

Business Unit:
Corporate Services

Department:
Financial Services Department

Subject: Request for Proposal 2021-20 Trout Lake Watershed Study and Management Plan

Closed Session: yes ☐ no ☒

Recommendation

That City Council approves the award of a contract to J.L Richards & Associates Limited in the amount of \$112,809.38 (plus HST) to conduct a watershed study, prepare a management plan for Trout Lake and provide planning consulting services to complete the required Official Plan Amendments and Zoning By-law Amendments; and that Council authorizes the transfer of funds to the project as outlined in Report to Council CORP 2021-35.

Background

The City requires the services of a qualified consultant to complete the Trout Lake Watershed Study and to create a management plan for Trout Lake, Four Mile Lake and inflowing streams. The purpose of the Plan is to establish policies and provisions to protect and preserve the quality of water, the visual and aesthetic character of the lakes (Trout Lake and Four Mile Lake) and inflowing streams and to protect the recreational, social and environmental experiences on the lakes. The proposed study is in partnership with the North Bay-Mattawa Conservation Authority and the Municipality of East Ferris.

Trout Lake is a valuable community resource for many reasons; most importantly, it is the sole source of drinking water for the City of North Bay as well for private systems in North Bay and East Ferris who draw their water directly from the lake.

The last comprehensive study was completed through the “Trout Lake Watershed Management Study and a Trout Lake Pollution Control Plan, Limnology and Analysis”, which was completed in 1992. North Bay has created strict policy measures to limit the development on Trout Lake and has policies within the Official Plan which restrict any new lot development within 300 metres of Trout Lake, Four Mile Lake and inflowing streams. Given the time that has passed since the last review and various Ontario Municipal Board decisions (now the Local Planning Appeal Tribunal) that have allowed some limited development on the Lake, it is an appropriate time to review the Trout Lake and Major Inflowing Stream policies in the Official Plan. Trout Lake Watershed Study and Management Plan are important to ensure appropriate protection of the lake and inflowing streams.

The proposed Trout Lake Watershed Study and Management Plan will have three milestones. The first milestone will review historical data and water quality. This will create a baseline of the current water quality of Trout Lake, Four Mile Lake and major inflowing streams. As part of this milestone, the successful proponent will review the results of the development on minimal impact lots best practices, site plan and water treatment.

The second milestone will be to identify what other jurisdictions are doing to protect the water quality of lakes of similar type and size. At least two public meetings will be held to present key findings from milestone one and to hear from residents their opinions on how the lake should be managed in the future. The public engagement sessions will gather opinions and local knowledge of the lake, which will help to formulate future policies and provisions for the lake and development on its shoreline.

The proponent will then, through milestone two, develop a recommended management approach and develop guidelines for shoreline development with considerations of potential changes in water quality, lake trout habitat, shoreline availability and suitability, and regulatory agency guidelines for Trout Lake, Four Mile Lake and Inflowing streams.

In milestone three, the study will recommend the necessary policies and provisions to be implemented through Official Plan and Zoning By-law Amendments with recommended approaches to; redevelopment on existing lots of record, new development on existing lots and new lot creation on Trout Lake, Four Mile Lake and inflowing streams.

The study will provide recommended management tools to maintain and/or improve the quality of water, the visual quality of the lake and the recreational quality of the lake. A threshold for the amount of development will be created based on best practices for lake management and the current state of Trout Lake.

Conducting a Trout Lake Watershed Study and Management Plan is important to undertake at this time to ensure that our current policies are defensible at Local Planning Appeal Tribunal (LPAT), that any future decisions made on development are consistent with the PPS, 2020.

Financial/Legal Implications

A formal bid request, which closed March 9, 2021, was administered by the Purchasing Department and was publically advertised in accordance with the City's Purchasing By-Law 2013-200. One proposal was evaluated by the Purchasing Manager, Policy and Business Development Planner, Manager, Planning & Building Services, Senior Facilities & Environment Engineer, Director, Planning & Development/Deputy CAO at North Bay Mattawa Conservation Authority and the Manager of Planning and Economic Development with the Town of East Ferris. The evaluation considered company overview, staff experience & qualifications, previous projects, statement of understanding and methodology, work plan, project schedules and price.

The results are as follows:

Ranking	Company	Overall Score
1	J.L Richards & Associates Limited	89.60

The proposal from J.L Richards & Associates Limited met the minimum mandatory requirements and their bid is considered fair and reasonable.

Funding for this purchase is available in Capital Project No. 3418PZ – Trout Lake Watershed Study which has a total budget of \$75,000. A total of \$50,000 will need to be transferred from other projects to Project No. 3418PZ in order to cover the balance of the project costs including the remainder of the contract price, non-rebated HST and a small contingency as follows:

- \$30,000 from Capital Project No. 3620WS – CFB Reservoir Replacement
- \$20,000 from Capital Project No. 3509PZ - Official Plan 5 Year Review and Study Update

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

Protect, promote and enhance the environment in all aspects of the city's operations and plans

Leverage the natural environment to enhance healthy living and recreational opportunities

Promote the natural environment as a four season destination for ecotourism

Foster the creation of a community with a positive environment that instills pride and confidence and supports a resilient diversified and inclusive economy

Options Analysis

1. That City Council approves the award of a contract to J.L Richards & Associates Limited in the amount of \$112,809.38 (plus HST) to conduct a watershed study, prepare a management plan for Trout Lake and provide planning consulting services to complete the required Official Plan Amendments and Zoning By-law Amendments; and that Council authorizes the transfer of funds to the project as outlined in Report to Council CORP 2021-35.
2. Do not award a contract. This option is not recommended because the policies in the Official Plan for Trout Lake and its major inflowing streams have not been formally reviewed or updated since the early 1990's. There is development pressure on the Lake. Ensuring the policies are reviewed and there is appropriate background support for the policies will aid in the long term protection of Lake and inflowing streams.

Recommended Option

That City Council approves the award of a contract to J.L Richards & Associates Limited in the amount of \$112,809.38 (plus HST) to conduct a watershed study, prepare a management plan for Trout Lake and provide planning consulting services to complete the required Official Plan Amendments and Zoning By-law Amendments; and that Council authorizes the transfer of funds to the project as outlined in Report to Council CORP 2021-35.

Respectfully submitted,

Mary-Ann Kotylak
Purchasing Manager

Adam Curran, M.E.S, MCIP, RPP
Policy and Business Development
Planner

We concur in this report and recommendation.

Beverley Hillier, MCIP, RPP
Manager, Planning & Building Services

Ian Kilgour, MCIP, RPP
Director, Community Development
& Growth

Margaret Karpenko, CPA, CMA
Chief Financial Officer/Treasurer

David Euler, P.Eng., PMP
Chief Administrative Officer

Personnel designated for continuance:

Name: Adam Curran

Title: Policy and Business Development Planner