

City of North Bay Report to Council

Report No: CSBU-2022-042

Date: July 26, 2022

Originator: Ian Kilgour

Business Unit:

Department:

Community Services

Community Development and Growth

Subject: Heritage North Bay Agreement

Closed Session: yes ☐ no ☒

Recommendation

That:

1. Council authorize the Mayor and the Clerk to execute the Agreement between the City of North Bay and Heritage North Bay upon the approval of the Chief Administrative Officer, City Solicitor and Chief Financial Officer; and
2. an execution by-law be brought forward to Council for three (3) readings on August 9, 2022, authorizing the Mayor and the Clerk to execute the agreement.

Background

With the development of the Waterfront and the purchase of the former Canadian Pacific Rail (CPR) Yards by the Corporation of the City of North Bay, community group leaders approached the City to become involved in beautifying and creating attractions on the these lands.

The Heritage Gardeners approached the City agreeing to plant and maintain 52 flower beds along the Waterfront. The Heritage Railway and Train Company requested land from the City to develop the Mini-train Heritage Railway and the two (2) carousels. The Museum moved from Main Street to the former Canadian Pacific Railway Station. Each of these entities was included in the Community Waterfront Friends initiative to continue to build and plan for the remainder of the former CPR lands.

Five (5) separate documents were created over time between the City and each community group. They are:

- Heritage Gardeners Terms of Reference
- Heritage North Bay (HNB) and Community Waterfront Friends (CWF) Land Lease
- Heritage North Bay and City of North Bay Memorandum of Understanding (MOU)
- Heritage North Bay Operating Agreement
- Heritage North Bay Maintenance Agreement

Staff have worked with and consulted with representatives of Heritage North Bay through a new operating agreement working group consisting of City staff, Museum Staff and Heritage North Bay board members. The working group have created a draft new agreement to replace four (4) of the above documents with the exception of the Heritage North Bay (HNB) and Community Waterfront Friends (CWF) land lease.

For the purposes of the new operating agreement, Heritage North Bay is:

- The Heritage Gardeners
- The North Bay Area Museum Society
- The Heritage Railway and Carousel Company

Heritage North Bay provides an avenue for North Bay citizens to participate, volunteer and continue to build on the beauty of the Waterfront and maintain the Heritage Railway trains and carousels and North Bay Museum attractions. The resulting community pride is experienced by citizens and tourists alike.

Financial/Legal Implications

The City budget's current base funding to the Museum is \$65,975. The current base funding to the Heritage Gardeners is \$78,220.

With the elimination of the Heritage North Bay Maintenance Agreement, the City has taken back maintenance of the grounds that were once the former CPR lands, but not the day to day maintenance of the Museum (former CPR Station). With City Parks taking over maintenance of the grounds, the \$100,000 current funding to Heritage North Bay for maintenance of the grounds is reduced to \$42,000 for the day to day maintenance of the Museum which will remain a Heritage North Bay responsibility.

Heritage North Bay and City of North Bay Memorandum of Understanding provided revenue opportunities for Heritage North Bay. HNB reports that on average they generate \$30,000 annually. The new agreement has the City resuming the booking and administration of these and retaining the revenue.

The new agreement will add \$30,000 to the base funding to the North Bay Museum society on behalf of Heritage North Bay to replace this former source

of revenue. The City will recapture these funds through the bookings and promotion of revenue generating activities.

Funding for the agreement is provided with the Parks operating and on-going capital budgets. There is sufficient funding in the 2022 Operating Budget and funding will continue to be requested in future years.

Corporate Strategic Plan

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

Specific Objectives

Options Analysis

Option 1:

That Council authorize the Mayor and the Clerk to execute the Agreement between the City of North Bay and Heritage North Bay upon the approval of the Chief Administrative Officer, City Solicitor and Chief Financial Officer; and

That an execution by-law be brought forward to Council for three (3) readings on August 9, 2022, authorizing the Mayor and the Clerk to execute the agreement.

Option 2:

That Council not authorize the Mayor and the Clerk to execute the Agreement between the City of North Bay and Heritage North Bay upon the approval of the Chief Administrative Officer, City Solicitor and Chief Financial Officer for the continued promotion of the community's heritage and attractions in the Downtown Waterfront

Recommended Option

That:

1. Council authorize the Mayor and the Clerk to execute the Agreement between the City of North Bay and Heritage North Bay upon the approval of the Chief Administrative Officer, City Solicitor and Chief Financial Officer; and
2. an execution by-law be brought forward to Council for three (3) readings on August 9, 2022, authorizing the Mayor and the Clerk to execute the agreement.

Respectfully submitted,

Name: Ian Kilgour, MCIP, RPP

Title: Director, Community Development and Growth

I concur with this report and recommendation

Name John Severino, P.Eng., MBA

Title: City Engineer – Infrastructure and Operations

Name Domenic Schiavone

Title: Director Public Works and Parks

Name Peter E.G. Leckie, B.A. (Hons.), LL.B.

Title: City Solicitor

Name Margaret Karpenko, CPA, CMA

Title: Chief Financial Officer /Treasurer

Personnel designated for continuance:

David Schroeder

Manager, Parks

David Jackowski, P.Eng.

Manager, Corporate Facilities