



City of North Bay Report to Council

Report No: CSBU-2023-076

Date: November 15, 2023

Originator: Ian Kilgour

Business Unit:

Department:

Community Services

Community Development and Growth

Subject: North Bay's Community Centennial Celebration Committee Membership

Closed Session: yes no

Recommendation

That Council:

- 1) Appoint the Mayor and the Deputy Mayor to North Bay's Community Centennial Celebration Committee;
- 2) Approve the membership for North Bay's Community Centennial Committee as presented in this report;
- 3) Authorize the Committee to add new members to the Committee as required; and
- 4) Approve the Terms of Reference as set out in Report to Council CSBU 2023-76 dated November 15, 2023 from Ian Kilgour.

Background

The City of North Bay will be celebrating 100 years of incorporation in 2025. Understanding that planning for an event such as a centennial celebration requires significant time and coordination. Staff therefore proactively started meeting internally and included the Mayor in the conversations to establish a plan to celebrate North Bay's centennial Anniversary in 2025.

The meetings began in Spring of 2023 to brainstorm ideas to plan the 2025 Centennial Celebrations. The last similar celebration was North Bay's 75th Anniversary-the Millennium Celebration. The Millennium Celebration was remembered as a great success and staff began planning North Bay's Centennial Celebration using the same approach.

Although staff began following the same approach, it came to the attention of

the staff that a Report to Council and Council Resolution to create the Centennial Committee is required. For the 75th Anniversary-Millennium Celebration, the Council of the day, passed Council Resolutions which delegated to staff the ability to create a North Bay Millennium Management Committee to celebrate the City of North Bay's 75th anniversary in 2000 (Resolutions 5 and 5a-February 9, 1998).

To move forward, staff are requesting that Council pass a Resolution that establishes the Community Centennial Celebration Committee and endorse the committee membership and the terms of reference of the committee as presented in this report.

A Public Service Announcement issued in June 2023, initiated a call for individuals interested to be involved on the event committee to make application for membership on the committee. Interested parties were directed to the City's Centennial Celebration web page. In addition, several community organizations were identified and invited to join the Committee. The City's Centennial Celebration website content regarding the Centennial Committee is copied below in this report.

From the call for applications, 19 applications were received and reviewed. From these applications five (5) community champions were identified. The five (5) community champions were subsequently formally invited to join the Committee. Applicants that were not selected were formally contacted and informed that they may be invited to participate through a subcommittee to support the Centennial Celebration Committee. The Committee membership is posted on the City's website.

The Committee may want to add additional members as the Centennial Celebrations planning continues to evolve. It is expected that other stakeholder groups will come forward who may be interested in membership. To keep the Celebration Committee to a manageable size, it is planned to create sub-committees as required.

With the establishment of the Centennial Committee, and the desire to have Council representation on the Committee, this report recommends that the Mayor and Deputy Mayor be appointed to the Committee on behalf of Council.

Following is the Public Service Announcement that was issued on June 21, 2023 directing those interested to the City's Centennial Celebration webpage Excerpts from the webpage follow the PSA.

North Bay, ON – June 21, 2023 – The City of North Bay is inviting applications from members of the public interested in helping to plan for the celebrations that will be held in 2025 to commemorate its 100th anniversary.

Starting this fall, members of the City's Community Centennial Committee will provide input and collaborate over the following 16 months to help plan and execute the events,

activities and initiatives that will be taking place throughout 2025 to help mark North Bay's 100-year milestone as a city.

This volunteer committee will be comprised of representatives from across the community, including external agencies, local school boards and post-secondary partners, Indigenous groups, cultural and creative organizations, local businesses, and individuals.

"We can't celebrate this landmark anniversary as a community without the help of our residents," said Mayor Peter Chirico. "This committee will not only be looking for ways to commemorate our Centennial year as a city, but how to encourage businesses and community groups to celebrate in their own ways,"

The City is currently inviting applications from community champions who live in North Bay and would like to assist in preparing for this major milestone.

North Bay's charter as a city was presented on Aug. 3, 1925, to J.H. McDonald, who was mayor at the time, by then Ontario Mines Minister Charles McRae. This historic event was marked with a week of festivities – the City's first Old Home Week celebrations.

For more information about the City's Community Centennial Committee, including details about how to apply, please visit: <https://www.northbay.ca/100Committee>

Below are excerpts from the City's webpage for the Centennial Celebration, which was uploaded in the early summer of 2023 and subsequently updated to keep up to date, including the Centennial Committee Membership.

Community Centennial Committee

Preparations for North Bay's 100th-anniversary celebrations in 2025 are in progress. A dedicated volunteer committee, representing a diverse range of community stakeholders, such as external agencies, local school boards, post-secondary partners, Indigenous groups, cultural and creative organizations, as well as individual contributors, is providing input and collaborating to design and implement the various events, activities, and initiatives that will unfold throughout 2025, commemorating North Bay's century as a city.

The City extends its gratitude to all the applicants who responded to the call for applications from community champions residing in North Bay, willing to contribute to the planning of this significant milestone. Stay tuned for more updates. As the planning advances, there will be additional opportunities for residents, businesses, and other organizations to get involved in this historic celebration.

Terms of Reference

Mandate

The City of North Bay Community Centennial Committee is intended to bring together members of the community to develop and co-ordinate a city-wide plan to celebrate the City of North Bay's 100th Anniversary in 2025.

The Community Centennial Committee will serve as the community table at which local champions and organizations will provide input, collaborate, plan, co-ordinate and execute events, activities, and initiatives that will take place in 2025.

Goals and Objectives

The goals and objectives of the Committee are as follows:

- *Provide input and support to City staff to develop a city-wide plan for the 100th anniversary of the City of North Bay in 2025.*
- *Provide input and support to City staff to develop communications and outreach plans for the 100th anniversary of North Bay in 2025.*
- *Assist in planning, coordinating, and delivering 100th-anniversary events, activation, and initiatives as needed.*
- *Support outreach activities and act as Anniversary Champions to 100th Anniversary initiatives.*
- *Collaborate and determine partnership opportunities between Committee members and the community leading up to and during the anniversary year.*
- *Deliver fun and memorable events and activities that celebrate the history and vitality of the City of North Bay over the past 100 years.*
- *Identify third party funding and sponsorship opportunities.*

Guiding Principles

All members of the Community Centennial Committee are expected to abide by the following principles for participation and partner engagement:

- *Be open and respectful;*
- *Be inclusive and accessible;*
- *Foster collaborations to spur action; and*
- *Be responsive to the needs of the community.*

Membership Qualifications

Members must be North Bay residents or individuals who work for organizations that are located in North Bay.

The following qualifications will be considered for appointing members to the Community Centennial Committee:

For individuals:

- *Experience working in teams, with community groups, not-for-profit boards, or organizations.*
- *Demonstrated experience in partnership activities, special event delivery, and community engagement.*

For organizations:

- *The organizational mandate aligns with the Goals and Objectives of the Community Centennial Committee.*
- *Demonstrated experience in partnership activities, special event delivery, and community engagement.*

Member Responsibilities

- *Attend and actively participate in all scheduled and special Community Centennial Committee meetings and any Sub-committee meetings that they are a Member of.*
- *Be an active participant in delivering the goals and objectives of the Committee;*
- *Attend the City of North Bay and other community organizations' events and initiatives, where appropriate and available;
Solicit and share feedback from the public on Committee plans and activities;*
- *Be a resource and provide leadership to City staff in their area of expertise; and*
- *Review the Terms of Reference and make changes as appropriate and as needed.*

Organization & Committee Members

City-funded external agencies	Katina Connelly - Capitol Centre Jeff Fournier - Heritage Committee Seniors Rep. - Not yet Confirmed
Public Post-secondary education institutions (Canadore College, Nipissing University)	Cristin Talentino - Nipissing University Graham Loyst - Canadore College
Cultural Leadership Council representative (Multicultural Centre)	Deborah Robertson -Multicultural Centre
City of North Bay Staff (Ex officio)	Melinda Fry - City of North Bay Erin Vaughan - City of North Bay Contract Staff (TBD) - City of North Bay Gord Young - City of North Bay Adrienne Mazzuchelli - City of North Bay
Mayor & Deputy Mayor (Ex officio)	Mayor - Peter Chirico Deputy Mayor - Maggie Horsfield
School Board Representatives (Public & Catholic)	Liana Blaskievich - Near North District School Board Serge Levac - Franco-Nord Paula Mann - NPSC CSPNE- Not confirmed yet
Downtown North Bay D.I.A & North Bay & District Chamber of Commerce	Amber Livingstone - Downtown North Bay Donna Backer - Chamber of Commerce
Indigenous Community representative	Maurice Switzer - Indigenous Friendship Centre
Tourism North Bay representative	Tanya Bedard - Tourism North Bay

Not for profit organizations (includes arts, culture, sports, recreation, community service clubs, etc.)	Holly Cunningham - Creative Industries Bill Jacko - Sports Hall of Fame Jason Maclennan - North Bay Pride Anne Brule - Les Compangnos
Community Champions (e.g. North Bay residents)	Sarah McGowan - Community Champion Thomas Palangio - Community Champion Bill Steer - Community Champion Catherine Mayne - Community Champion Dave Mendicino - Community Champion
Armed Forces North Bay	Chief Pignatel
Honorary Chairs	Colin Vezina - Honorary Chair Garth Goodhew - Honorary Chair
Other	

Financial/Legal Implications

The Community Centennial Celebration will require funding. The position that has been advertised is funded through third party funding and student job vacancy savings. Further, administration is preparing the event budget and a Service Level Change for 2024 and 2025 will be brought forward during the 2024 budget deliberations.

Administration is also exploring all potential grant funding opportunities.

Corporate Strategic Plan

- Natural North and Near
- Affordable Balanced Growth
- Responsible and Responsive Government
- Economic Prosperity
- Spirited Safe Community

Specific Objectives

- Celebrate North Bay’s proud history and heritage.
- Support and promote community and special events.

Options Analysis

Option 1

That Council:

- 1) Appoint the Mayor and the Deputy Mayor to North Bay’s Centennial Committee;
- 2) Approve the membership for North Bay’s Community Centennial Committee as presented in this report;
- 3) Authorize the Committee to add new members to the Committee as required; and
- 4) Approve the Terms of Reference as set out in Report to Council CSBU 2023-76 dated November 15, 2023 from Ian Kilgour.

This is the recommended option.

Option 2

That Council not:

- 1) Appoint the Mayor and the Deputy Mayor to North Bay's Centennial Committee;
- 2) Approve the membership for North Bay's Community Centennial Committee as presented in this report;
- 3) Authorize the Committee to add new members to the Committee as required; and
- 4) Approve the Terms of Reference as set out in Report to Council CSBU 2023-76 dated November 15, 2023 from Ian Kilgour.

This is not the recommended option.

Recommended Option

That Council:

- 1) Appoint the Mayor and the Deputy Mayor to North Bay's Centennial Committee;
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Respectfully submitted,

Name: Ian Kilgour, MCIP, RPP

Title: Director, Community Services

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:

Melinda Fry

Manager, Sports & Events