

City of North Bay Report to Council

Report No: CSBU-2025-043

Date: June 25, 2025

Originator: Adam Lacombe and Beverley Hillier

Business Unit:

Community Services

Department:

Planning & Building Department

Subject: Cost Share Agreement – Terrace Management Inc.

Closed Session: yes ☐ no ☒

Recommendation

That 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.

Background

Terrace Management Inc., is required to construct a sidewalk along Cartier Street as part of the development of the property at 111 Cartier Street. This sidewalk and associated infrastructure have benefit to the development and the larger surrounding neighbourhood. The Site Plan Control Agreement set out the City's commitment to cost-share on the sidewalk and related infrastructure but did not speak to the particulars of each party's obligations. As a result, a cost share agreement has been developed that sets out the details and responsibilities of both Terrace Management Inc. and the City.

Financial/Legal Implications

The Cost Share Agreement has been reviewed by the City's solicitor and sets out the responsibilities of each party. It is estimated that the total cost of the Works is approximately \$413,500. Under the Agreement the City is responsible for 47.47% of the costs of the works. Details are outlined in the Agreement.

Funding for the City's share of the agreement is available in 6844RD/ST – City Share of Development Costs 2025 On-going.

Corporate Strategic Plan

☐ Natural North and Near

☐ Economic Prosperity

- ☒ Affordable Balanced Growth ☐ Spirited Safe Community
☐ Responsible and Responsive Government

Specific Objectives

- Maintain infrastructure across the city in a good state of repair.
- Consider all aspects of decisions to fund new infrastructure.

Options Analysis

Option 1:

That 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.

Option 2:

That Council does not 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.

This option is not recommended as the cost share on the sidewalk and related infrastructure is appropriate.

Recommended Option

That 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.

Respectfully submitted,

Name: Adam Lacombe, P.Eng.

Title: Senior Capital Program Engineer

Name: Beverley Hillier, MCIP, RPP

Title: Manager, Planning & Building Services

I concur with this report and recommendation

Name: Ian Kilgour, MCIP, RPP

Title: Director, Community Services

Name: Alan Korell, P.Eng.

Title: City Engineer – Infrastructure and Operations

Name: Laura Boissonneault, CPA, CGA

Title: Director, Financial Services / Deputy Treasurer

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

Personnel designated for continuance:
Name: Adam Lacombe, P.Eng.
Title: Senior Capital Program Engineer