



**Council**

**Agenda**

**Regular Meeting of Council  
March 4, 2013  
at 7:00 p.m.**

# MEETINGS

**FOR THE WEEK OF  
MARCH 4<sup>TH</sup>, 2013**

Monday, March 4, 2013

10:00 .am.

Special Closed Meeting of Council  
Council will adjourn in-camera  
for training and educational  
purposes  
5<sup>th</sup> Floor Boardroom

5:00 p.m.

Special Closed Meeting of Council  
Council will adjourn in-camera  
for training and educational  
purposes  
5<sup>th</sup> Floor Boardroom

7:00 p.m.

Regular Meeting of Council  
Council Chambers, 2<sup>nd</sup> Floor

**THE CORPORATION OF THE CITY OF NORTH BAY  
REGULAR MEETING OF COUNCIL HELD  
MONDAY, MARCH 4<sup>TH</sup>, 2013**

**PUBLIC PRESENTATIONS:**

**PUBLIC MEETING MINUTES:**

Tuesday, February 19, 2013

**COMMITTEE REPORTS:**

**CORRESPONDENCE:**

1. Report from Peter Carello dated February 15, 2013 re Official Plan Amendment & Rezoning application by Miller & Urso Surveying Inc. on behalf of Daniel Bryer & George Franko – 2677 Trout Lake Road (D09/D14/2012/BRYER/2677TLR).
2. Report from Peter Carello dated February 15, 2013 re Official Plan Amendment & Rezoning application by Miller & Urso Surveying Inc. on behalf of Trout Lake Mall Inc. – 2653 Trout Lake Road (D09/D14/2012/TLMI/2653TLR).
3. Report from Peter Carello dated February 15, 2013 re Rezoning application on behalf of Miller & Urso Surveying Inc. on behalf of Paul William Turcotte – 295 Carmichael Drive (D14/2012/TURC/CARMICHA).
4. Rezoning application by Tunnock Consulting Ltd. on behalf of 2190372 Ontario Inc. & 1340791 Ontario Ltd. – Johnston Road (D14/2013/21903/JOHNSTRD).
5. Rezoning application by Miller & Urso Surveying Inc. on behalf of 1794504 Ontario Inc. – 2 Sunset Blvd. (D14/2013/17945/2SUNSETB).
6. Report from Beverley Hillier dated February 25, 2013 re Request to Close an Unopened Portion of Road Allowance - Surrey Drive (L07/2013/ROADC/SURDR).
7. Report from Margaret Karpenko dated February 26, 2013 re Integrated Software Solution 2013 Capital Budget Allocation (F05/2013/FINAN/3205GG).

8. Report from Al Lang dated February 21, 2013 re Capitol Centre 2013 Capital Budget Allocation (F05/2013/CAPCE/6135OC).
9. Report from Al Lang dated February 21, 2013 re North Bay Mattawa Conservation Authority 2013 Capital Budget Allocation (F05/2013/NBMCA/6136CA).
10. Report from Al Lang dated February 21, 2013 re North Bay Police Services 2013 Capital Budget Allocation (F05/2013/NBPS/6137PD).
11. Report from Al Lang dated February 21, 2013 re North Bay Public Library 2013 Capital Budget Allocation (F05/2013/NBPL/6138LB).
12. Report from Angela Cox dated February 7, 2013 re 2013 Capital Budget Project 3307SS – WWTP - Return Sludge Pumps and Controls – Replacement (F05/2013/WWTP/3307SS).
13. Report from Angela Cox dated February 7, 2013 re 2013 Capital Budget Project 3308SS - WWTP – Electrical Upgrades (F05/2013/WWTP/3308SS).
14. Report from Angela Cox dated February 7, 2013 re 2013 Capital Budget Project 3309SS – WWTP – Raw Sewage Pumping Station (F05/2013/WWTP/3309SS).
15. Report from Angela Cox dated February 7, 2013 re 2013 Capital Budget Project 3310SS – WWTP – Upgrade Aeration System (F05/2013/WWTP/3310SS).
16. Report from Angela Cox dated February 7, 2013 re 2013 Capital Budget Project 3311SS – WWTP – Methane Gas System Upgrades (F05/2013/WWTP/3311SS).
17. Report from Angela Cox dated February 7, 2013 re 2013 Capital Budget Project – 3313SS – WWTP – Major Valve Replacement Program (F05/2013/WWTP/3313SS).
18. Report from Angela Cox dated February 7, 2013 re 2013 Capital Budget Project – 3314SS – WWTP – Structural Repairs (F05/2013/WWTP/3314SS).
19. Report from Angela Cox dated February 7, 2013 re 2013 Capital Budget Project – 3315SS – WWTP – Aesthetics, Fencing and Brick Veneer (F05/2013/WWTP/3315SS).
20. Report from Angela Cox dated February 8, 2013 re 2013 Capital Budget Project – 6100FL – Vehicle & Equipment Replacement Program, Roads & Traffic Division (On-going) (F05/2013/ROADS/6100FL).

21. Report from Angela Cox dated February 11, 2013 re 2013 Capital Budget Project – 3316SS – WWTP – Boiler Room Upgrades (F05/2013/WWTP/3316SS).
22. Report from Angela Cox dated February 11, 2013 re 2013 Capital Budget Project – 3317SS – WWTP – Backup Generation (F05/2013/WWTP/3317SS).
23. Report from Angela Cox dated February 11, 2013 re 2013 Capital Budget Project – 3406SS – Sanitary Sewer Upsize – Gertrude & Whitney Streets (F05/2013/ROADS/3406SS).
24. Report from Angela Cox dated February 14, 2013 re 2013 Capital Budget Project – 4001SS – WWTP Rehabilitation Program (F05/2013/WWTP/4001SS).
25. Report from Angela Cox dated February 14, 2013 re 2013 Capital Budget Project – 6139SS – Digester & Grit Removal Ongoing Program (F05/2013/ROADS/6139SS).
26. Report from Angela Cox dated February 14, 2013 re 2013 Capital Budget Project – 6140SS – Sanitary Sewage Plant & Pump Station Ongoing Program (F05/2013/ROADS/6140SS).
27. Report from Angela Cox dated February 14, 2013 re 2013 Capital Budget Project – 6142WS/SS – Water & Sewer Rehabilitation Ongoing Program (F05/2013/ROADS/6142WSSS).
28. Report from Rhéaume Bellehumeur dated February 26, 2013 re 2013 Community Services Capital Budget Project – 6123PR – Central City Rehabilitation Program (F05/2013/PARKS/6123PR).
29. Report from Peter Chirico dated February 25, 2013 re 2013 Capital Budget Project – 6130AT – North Bay Jack Garland Airport – 2013 Regular Repairs/Maintenance (F05/2013/NBJGA/6130AT).
30. Report from Ian Kilgour dated February 28, 2013 re Appointment of Municipal Weed Inspector 2013 (E00/2013/ENVIR/GENERAL).
31. Report from Lorraine Rochefort & Margaret Karpenko dated February 26, 2013 re 2013 Assessment Analysis & Tax Policy Review (F22/2013/TAXR/GENERAL).
32. Report from Al Lang & Margaret Karpenko dated February 25, 2013 re 2013 Development Charges (F21/2013/DEVCH/GENERAL).
33. Report from Paul Valenti dated February 25, 2013 re Electronic Records & Document Management System (F05/2013/IS/3321GG).

34. Report from Paul Valenti dated February 25, 2013 re Request for Proposal 2013-04, Memorial Gardens Addition & Renovation (F05/2013/MEMGA/6115RF).
35. Report from Paul Valenti dated February 25, 2013 re Request for Proposal 2012-91, North Bay Waterfront Commercial Attraction Feasibility Study (F05/2012/PARKS/6067MR).
36. Report from Jennifer McDonald dated February 22, 2013 re 2013 Board of Management for the Downtown Improvement Area – 2013 Budget (F05/2013/DIA/OPEBU).

**BY-LAWS FOR CONSIDERATION:**

**General Government - First, second and third readings:**

By-Law No. 2013-20 to authorize the Park and Playground Rehabilitation Program.

By-Law No. 2013-21 to authorize the Waterfront Rehabilitation Program.

By-Law No. 2013-22 to authorize the City Hall Grounds Rehabilitation Program.

By-Law No. 2013-23 to authorize the Trail and Supporting Hard Surfaces Rehabilitation Program.

By-Law No. 2013-24 to authorize the Aquatic Centre Rehabilitation Program.

By-Law No. 2013-25 to authorize the Parking Lot Maintenance and Improvement Program.

By-Law No. 2013-26 to authorize the King's Landing and Marina Rehabilitation Program.

By-Law No. 2013-27 to authorize the Parks' Vehicle and Equipment Replacement Program.

By-Law No. 2013-28 to authorize the Steve Omischl Sports Field Complex Development and Rehabilitation Program.

By-Law No. 2013-29 to authorize the Parking Vehicle and Equipment Program.

By-Law No. 2013-30 to authorize the Tourist Information Centre Rehabilitation Program.

By-Law No. 2013-31, being a by-law to repeal By-Law No. 2012-69, being a by-law to authorize the extension of Sanitary Sewers to Pinewood Park Drive area.

By-Law No. 2013-32 to authorize the extension of Sanitary Sewers to Pinewood Park Drive area.

By-Law No. 2013-33 to authorize the Marshall Sewage Life Station Project.

By-Law No. 2013-34 to authorize the construction of a New Septage Receiving and Grit Removal Facility.

BY-Law No. 2013-35 to authorize the SAN Storage Mirror Technology Project.

By-Law No. 2013-36 to authorize the 2013 Information Systems Technology Capital Projects.

By-Law No. 2013-37 to authorize the 2013 Corporate Document Management System Program.

By-Law No. 2013-39 to confirm proceedings of the Special Meeting of Council on February 19, 2013.

By-Law No. 2013-40 to confirm proceedings of the Meeting of Council on February 19, 2013.

**Community Services – First, second and third readings:**

By-Law No. 2013-38 to authorize the execution of an agreement with Canadore College of Applied Arts and Technology, The Canadore Students Representative Council Incorporated relating to Canadore College Student Pass Program.

**MOTIONS:**

**MOTION TO ADJOURN IN-CAMERA:**

**IN-CAMERA CORRESPONDENCE:**

37. ***Confidential*** report from Jerry Knox dated February 25, 2013 re Personnel Matter.

**MOTION TO RECONVENE:**

**MOTION FOR RECONSIDERATION:**

**GIVING NOTICE:**

**ADJOURNMENT:**

**MINUTES OF THE REGULAR MEETING  
OF CITY COUNCIL  
HELD TUESDAY, FEBRUARY 19<sup>TH</sup>, 2013**

**PRESENT:** Mayor McDonald, Councillors Lawlor, Anthony, Bain, Maroosis, Vaillancourt, Mayne, Mendicino, Campbell, Koziol, Vrebosch

**PUBLIC PRESENTATIONS:**

Jerry Knox re Presentation of The Queen Elizabeth II Diamond Jubilee Medal to Mayor McDonald

**CORRESPONDENCE:**

Mainline Planning Services Inc. re Request for Extension to the Expiry Date on (83)  
on behalf of Nick Plutino Draft Approved Plan of Condominium – 1725 &  
1745 Seymour Street

**REPORTS FROM OFFICERS:**

Bellehumeur, R. re 2013 Capital Budget Project No. 6121PR, (85)  
Park and Playground Rehabilitation Program

Bellehumeur, R. re 2013 Capital Budget Project No. 6122PR, (86)  
Waterfront Rehabilitation Program

Bellehumeur, R. re 2013 Capital Budget Project No. 6124PR, (87)  
City Hall Grounds Rehabilitation Program

Bellehumeur, R. re 2013 Capital Budget Project No. 6126PR, (88)  
Trail & Supporting Hard Surfaces Rehabilitation Program

Bellehumeur, R. re 2013 Capital Budget Project No. 6128PR, (89)  
Aquatic Centre Rehabilitation Program

Bellehumeur, R. re 2013 Capital Budget Project No. 6129PK, (90)  
Parking Lot Maintenance & Improvement Program

Bellehumeur, R. re 2013 Capital Budget Project No. 6117MR, (91)  
King's Landing & Marina Rehabilitation Program

Bellehumeur, R. re 2013 Capital Budget Project No. 6127PR, (92)  
Park Vehicle & Equipment Replacement Program

Bellehumeur, R. re 2013 Capital Budget Project No. 6120PR, (93)  
Steve Omischl Sports Field Complex Development & Rehabilitation Program

Bellehumeur, R. re 2013 Capital Budget Project No. 6114PK, (94)  
Vehicle & Equipment Program

Bellehumeur, R. re 2013 Capital Budget Project No. 6148PR, (95)  
Tourist Information Centre Rehabilitation Program

Bradford, S. re 2013 SAN Storage Mirror Systems (100)  
Technology Capital Project

Bradford, S. re 2013 Information Systems Technology (101)  
Capital Project

Bradford, S. re 2013 Corporate Document Management (102)  
System Capital Project

Carello, P. re Request for Extension to the Expiry Date on (83)  
Drafted Approved Plan of Condominium by Mainline Planning Services Inc. on behalf of  
Nick Plutino – 1725 & 1745 Seymour Street

Carvell, D. re Transit Bus Fare Increases (103)

Cox. A.	re 2013 Capital Budget Project No. 3304SS, Extension of Sanitary Sewer to Pinewood Park Drive Area	(97)
Cox. A.	re 2013 Capital Budget Project no. 3318SS, Marshall Sewage Lift Station	(98)
Cox. A.	re 2013 Capital Budget Project No. 3513SS, WWTP – Grit Removal at Front End	(99)
Kilgour, I.	re Steve Omischl Sports Field Complex Field Naming	(82)
Pratte, K.	re 2012 North Bay Drinking Water System Annual and Summary Report	(81)
Valenti, P.	re Tender 2012-82, Lakeshore Drive/Pinewood Park Drive Sanitary Sewer Extension	(84)
Valenti, P.	re Request for Proposal 2012-92, Comprehensive Municipal Insurance	(96)

Res. #2013-79: Moved by Councillor Bain, seconded by Councillor Maroosis  
That minutes for the public meeting held on:

- Monday, February 4, 2013

be adopted as presented.

"CARRIED"

Res. #2013-80: Moved by Councillor Lawlor, seconded by Councillor Anthony  
That General Government Committee Report No. 2013-12 relating to:

- 2013 Operating Budget Timelines and Process

be adopted as presented.

"CARRIED"

**GENERAL GOVERNMENT COMMITTEE REPORT NO. 2013-12**

February 19, 2013

TO THE COUNCIL  
OF THE CORPORATION  
OF THE CITY OF NORTH BAY

Your Worship and Councillors:

The General Government Committee presents Report No. 2013-12 and recommends:

1. That the report from Margaret Karpenko dated August 29, 2012 re 2013 Operating Budget Timelines and Process be noted and filed.

All of which is respectfully submitted.

ASSENTS  
LAWLOR  
ANTHONY  
BAIN  
MAROOSIS  
MAYOR McDONALD

DISSENTS

Res. #2013-81: Moved by Councillor Vrebosch, seconded by Councillor Koziol  
That City Council accept the 2012 Annual and Summary Reports attached to Report to Council EESW 2013-55 dated February 12, 2013, for the North Bay Drinking Water System, for information purposes.

"CARRIED"

Res. #2013-82: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That 1) Council authorize that the six (6) sports fields and buildings at the Steve Omischl Sports Field Complex be named by way of sponsorship; and  
2) Council direct staff to call for naming sponsorship proposals by established purchasing processes.

"CARRIED"

Res. #2013-83: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That 1) Council approve a request by Mainline Planning Services Inc. on behalf of Nick Plutino for a three (3) year extension to the expiry date for the Draft Approved Plan of Condominium from February 19, 2013 to February 19, 2016 for the property described as Parts 1, 2, 3, 4, & 7 of Broken Lot 17, Concession D, locally known as 1725 and 1745 Seymour Street in the City of North Bay; and  
2) no further extension to draft approval be given.

"CARRIED"

Res. #2013-84: Moved by Councillor Vrebosch, seconded by Councillor Koziol  
That City Council approve the award of a contract to Sierra Construction (Woodstock) Ltd. in the amount of \$4,143,215.74 (HST extra), for Phase 1 of the Lakeshore Drive/Pinewood Park Drive Sanitary Sewer Extension.

"CARRIED"

Res. #2013-85: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That a Capital Expenditure By-law be prepared for the consideration of City Council to authorize the Park and Playground Rehabilitation Program, being 2013 Community Services Capital Budget, Project No. 6121PR, at a net debenture cost of \$224,000.00.

"CARRIED"

Res. #2013-86: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That a Capital Expenditure By-law be prepared for the consideration of City Council to authorize the Parks Waterfront Rehabilitation Program, being 2013 Community Services Capital Budget, Project No. 6122PR, at a net debenture cost of \$54,000.00.

"CARRIED"

Res. #2013-87: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That a Capital Expenditure By-law be prepared for the consideration of City Council to authorize the City Hall Grounds Rehabilitation Program, being 2013 Community Services Capital Budget, Project No. 6124PR, at a net debenture cost of \$64,000.00.

"CARRIED"

Res. #2013-88: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That a Capital Expenditure By-law be prepared for the consideration of  
City Council to authorize the Trail & Supporting Hard Surfaces  
Rehabilitation Program, being 2013 Community Services Capital  
Budget, Project No. 6126PR, at a net debenture cost of \$195,000.00.

"CARRIED"

Res. #2013-89: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That a Capital Expenditure By-law be prepared for the consideration of  
City Council to authorize the Aquatic Centre Rehabilitation Program,  
being 2013 Community Services Capital Budget, Project No. 6128PR,  
at a net debenture cost of \$65,000.00.

"CARRIED"

Res. #2013-90: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That a Capital Expenditure By-law be prepared for the consideration of  
City Council to authorize the Parking Lot Maintenance & Improvement  
Program, being 2013 Community Services Capital Budget, Project No.  
6129PK, at a net debenture cost of \$20,000.00.

"CARRIED"

Res. #2013-91: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That a Capital Expenditure By-law be prepared for the consideration of  
City Council to authorize the King's Landing and Marina Rehabilitation  
Program, being 2013 Community Services Capital Budget, Project No.  
6117MR, at a net debenture cost of \$150,000.00.

Councillor Vaillancourt declared a conflict of interest as he owns a seasonal Business at  
the Waterfront.

"CARRIED"

Res. #2013-92: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That a Capital Expenditure By-law be prepared for the consideration of  
City Council to authorize the Park Vehicle and Equipment Replacement  
Program, being 2013 Community Services Capital Budget, Project No.  
6127PR, at a net debenture cost of \$262,000.00.

"CARRIED"

Res. #2013-93: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That a Capital Expenditure By-law be prepared for the consideration of  
City Council to authorize the Steve Omischl Sports Field Complex  
Development and Rehabilitation Program, being 2013 Community  
Services Capital Budget, Project No. 6120PR, at a net debenture cost  
of \$60,000.00.

"CARRIED"

Res. #2013-94: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That a Capital Expenditure By-law be prepared for the consideration of  
City Council to authorize the Parking Vehicle and Equipment Program  
that extends over a three (3) year period, being 2013 Community  
Services Capital Budget, Project No. 6114PK, at a net debenture cost  
of \$100,000.00.

"CARRIED"

Res. #2013-95: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That a Capital Expenditure By-law be prepared for the consideration of City Council to authorize the Tourist Information Centre Rehabilitation Program, being 2013 Community Services Capital Budget, Project No. 6148PR, at a net debenture cost of \$60,000.00.

"CARRIED"

Res. #2013-96: Moved by Councillor Lawlor, seconded by Councillor Anthony  
That City Council approve the award of a contract to MIS Municipal Services Ltd. in partnership with Jardine Lloyd Thompson Inc. for comprehensive general insurance coverage with the total cost for the first year being in the amount of \$1,101,417.00 (HST extra). The term of the contract shall be three (3) years, subject to acceptable annual premium renewals, with an option to extend a further two (2) years, if mutually agreeable to both parties.

"CARRIED"

Res. #2013-97: Moved by Councillor Vrebosch, seconded by Councillor Koziol  
That 1) Council direct the City Clerk to repeal By-law No. 2012-69 with a total expenditure of \$4,750,000.00 and a net debenture cost of \$2,500,000.00, approved by Resolution No. 2012-124 dated February 21, 2012; and  
2) Council authorize a Capital Expenditure By-law with a total project cost of \$6,000,000.00 and a net debenture cost of \$1,066,667.00.

"CARRIED"

Res. #2013-98: Moved by Councillor Vrebosch, seconded by Councillor Koziol  
That a Capital Expenditure By-law be prepared for Council's consideration to authorize the installation of a new 15 HP pump at the Marshall Sewage Lift Station for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget Project No. 3318SS, at a net debenture cost of \$200,000.00.

"CARRIED"

Res. #2013-99: Moved by Councillor Vrebosch, seconded by Councillor Koziol  
That a Capital Expenditure By-law be prepared for Council's consideration to authorize the construction of a new septage receiving and grit removal facility at the Sanitary Sewage Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget Project No. 3513SS, at a net debenture cost of \$3,000,000.00.

"CARRIED"

Res. #2013-100: Moved by Councillor Lawlor, seconded by Councillor Anthony  
That a Capital Expenditure By-law be prepared for the consideration of City Council to authorize the 2013 SAN Storage Mirror Technology Project, Project No. 3320GG, at a net debenture cost of \$110,250.00.

"CARRIED"

Res. #2013-101: Moved by Councillor Lawlor, seconded by Councillor Anthony That a Capital Expenditure By-law be prepared for the consideration of City Council to authorize the 2013 Information Systems Technology Capital Program, Project No. 6134GG, at a net debenture cost of \$294,250.00, and the 2013 Water and Sanitary Sewer Information Systems Technology Program, Project No. 6134WS, at a net debenture cost of \$99,000.00.

"CARRIED"

Res. #2013-102: Moved by Councillor Lawlor, seconded by Councillor Anthony That a Capital Expenditure By-law be prepared for the consideration of City Council to authorize the 2013 Corporate Document Management Project, Project No. 3321GG, at a net debenture cost of \$26,750.00.

"CARRIED"

Res. #2013-103(a): Moved by Councillor Mendicino, seconded by Councillor Mayne That Council approve the following Transit Fare Increases:

- 1) effective April 1, 2013, Cash Fare of \$.25, Monthly Pass of \$2.00 and 10 Trip Card of \$2.25; and
- 2) effective April 1, 2014, Cash Fare of \$.25. Monthly Pass of \$2.00 and 10 Trip Card of \$2.25.

"CARRIED AS AMENDED"

Res. #2013-103(b): Moved by Councillor Vrebosch, seconded by Councillor Campbell That the Report from Dorothy Carvell dated February 13, 2013 re: Transit Bus Fare Increases be referred to the Community Services Committee.

"CARRIED"

Res. #2013-104: Moved by Councillor Lawlor, seconded by Councillor Anthony That the following by-laws be read a first and second time:

By-Law No. 2013-015 to authorize the Memorial Gardens Rehabilitation Project and OHL Franchise.

By-Law No. 2013-016 to confirm proceedings of the Meeting of Council on February 4, 2013.

By-Law No. 2013-019 to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2013.

"CARRIED"

Res. #2013-105: Moved by Councillor Lawlor, seconded by Councillor Anthony That the following by-laws be read a third time and passed:

By-Law No. 2013-015 to authorize the Memorial Gardens Rehabilitation Project and OHL Franchise.

By-Law No. 2013-016 to confirm proceedings of the Meeting of Council on February 4, 2013.

By-Law No. 2013-019 to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2013.

"CARRIED"

Res. #2013-106: Moved by Councillor Lawlor, seconded by Councillor Bain  
That the following by-law be read a first and second time:

By-Law No. 2013-018 to establish rates or charges for the supply of water and sanitary sewer by the City of North Bay for Domestic, Commercial and Manufacturing Use, and including other related matters and to repeal By-Law No. 2011-233.

"CARRIED"

Res. #2013-107: Moved by Councillor Lawlor, seconded by Councillor Bain  
That the following by-law be read a third time and passed:

By-Law No. 2013-018 to establish rates or charges for the supply of water and sanitary sewer by the City of North Bay for Domestic, Commercial and Manufacturing Use, and including other related matters and to repeal By-Law No. 2011-233.

"CARRIED"

Res. #2013-108: Moved by Councillor Lawlor, seconded by Councillor Anthony  
That the following by-law be read a third time and passed:

By-Law No. 2013-009, being a by-law to stop up, close and convey a portion of the laneway located in a block bounded by Douglas Street, Rose Avenue, Galt Street and High Street.

"CARRIED"

Res. #2013-109: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That the following by-law be read a first and second time:

By-Law No. 2013-014, being a by-law to amend By-Law No. 2011-129 (User Fees for North Bay Fire & Emergency Services – Schedule "A").

Councillor Koziol declared a conflict of interest as the User Fees for North Bay Fire & Emergency Services Schedule "A" may affect the business she works for.

"CARRIED"

Res. #2013-110: Moved by Councillor Mendicino, seconded by Councillor Mayne  
That the following by-law be read a third time and passed:

By-Law No. 2013-014, being a by-law to amend By-Law No. 2011-129 (User Fees for North Bay Fire & Emergency Services – Schedule "A").

Councillor Koziol declared a conflict of interest as the User Fees for North Bay Fire & Emergency Services Schedule "A" may affect the business she works for.

"CARRIED"

Res. #2013-111: Moved by Councillor Vrebosch, seconded by Councillor Koziol  
That the following by-law be read a first and second time:

By-Law No. 2013-013, being a by-law to amend By-Law No. 2010-108 (Waste Management By-Law – Schedule "A").

"CARRIED"

Res. #2013-112: Moved by Councillor Vrebosch, seconded by Councillor Koziol  
That the following by-law be read a third time and passed:

By-Law No. 2013-013, being a by-law to amend By-Law No. 2010-108 (Waste Management By-Law – Schedule "A").

"CARRIED"

Res. #2013-113: Moved by Councillor Vaillancourt, seconded by Councillor Marosis  
That this Regular Meeting of Council do now adjourn at 7:43 p.m.

"CARRIED"

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MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD

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INTER OFFICE

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**City of North Bay**  
**Planning Services**

MEMO

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**To:** Cathy Conrad, City Clerk  
**From:** Peter Carello - Senior Planner, Current Operations  
**Subject:** Resolution No. 4 - Planning Advisory Committee  
**Date:** February 15, 2013

Quoted below is Resolution No. 4 passed at the regular meeting of the Planning Advisory Committee held on Thursday January 31, 2013:

Resolution No. 4

"That the Planning Advisory Committee recommend the following to City Council:

1. That the proposed Official Plan and Zoning By-law Amendments by Miller & Urso Surveying Inc. on behalf of Daniel Bryer & George Franko to redesignate lands at 2677 Trout Lake Road from a "District Commercial" designation to a 'Residential' designation, and to rezone the same lands from a 'District Commercial (C4)' zone to a 'Residential Multiple Third Density Special (RM3 Sp.)' zone, 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."



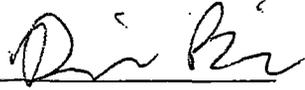
Peter Carello  
Senior Planner, Current Operations  
Secretary-Treasurer, Planning Advisory Committee

North Bay Planning Advisory Committee

Resolution No. 4

Date: January 31, 2013

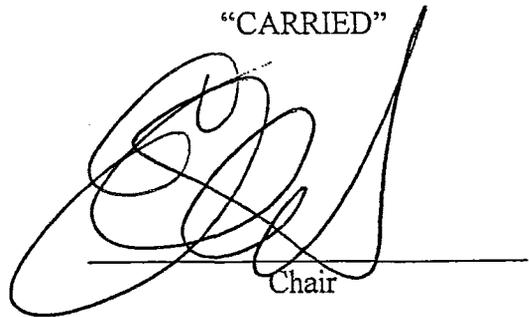
Moved By: 

Seconded By: 

“That the Planning Advisory Committee recommend the following to City Council:

1. That the proposed Official Plan and Zoning By-law Amendments by Miller & Urso Surveying Inc. on behalf of Daniel Bryer & George Franko to redesignate lands at 2677 Trout Lake Road from a “District Commercial” designation to a ‘Residential’ designation, and to rezone the same lands from a ‘District Commercial (C4)’ zone to a ‘Residential Multiple Third Density Special (RM3 Sp.)’ zone, 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.

“CARRIED”

  
Chair

**City of North Bay**  
**PLANNING SERVICES**

**MEMO**

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**To:** Chair and Members, Planning Advisory Committee

**From:** Peter Carello – Senior Planner, Current Operations

**Subject:** Proposed Official Plan and Zoning By-law Amendment by Miller & Urso Surveying Inc. on behalf of Daniel Bryer and George Franko for the property legally described as Concession C, Part Lot 17, PINs #49146-0205 and 49147-0206, 2677 Trout Lake Road in the City of North Bay.

**Date:** January 31<sup>st</sup>, 2013

**Recommendation**

- 1) That the proposed Official Plan Amendment from 'District Commercial' to 'Residential' by Miller & Urso Surveying Inc. on behalf of Daniel Bryer and George Franko for the property legally described as Concession C, Part Lot 17, PINs #49146-0205 and 49147-0206, known locally as 2677 Trout Lake Road in the City of North Bay, BE APPROVED; and
- 2) That the proposed Zoning By-law Amendment from a 'District Commercial (C4)' zone to 'Residential Multiple Third Density Special (RM3 Sp.)' zone by Miller & Urso Surveying Inc. on behalf of Daniel Bryer and George Franko for the same lands, BE APPROVED; and
- 3) That the subject lands be placed under Site Plan Control pursuant to Section 41 of the Planning Act, R.S.O., 1990 as amended.

**Site**

The subject property is located on the south side of Trout Lake Road in the block bounded by Connaught Avenue and Perut Place. The property is 0.44 hectares (1.09 acres), with a frontage of 51.1 metres (167.7 feet) on Trout Lake Road. It is currently developed with a five (5) storey apartment building, commonly known as 'Patricia Place'. The building has four (4) stories of residential dwelling units and commercial space on the ground floor. Surrounding land uses include a mix of commercial and residential properties. Adjacent lands to the east and west feature commercial uses. A similar apartment building with ground floor commercial space is located on the north side of Trout Lake Road and the abutting lands to the south of the subject property feature low density residential uses.

**Proposal**

In the District Commercial (C4) zone, apartment buildings are required to have commercial uses on the ground floor. The Applicants are proposing to re-designate and rezone the subject lands in order to convert the commercial space in the ground floor of the existing apartment building into residential units, resulting in a purely residential use on the subject lands. There are no expansions or changes to the building's footprint planned as part of this application.

**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.

The 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.

In my professional opinion, the proposed Official Plan and Zoning By-law amendments are consistent with the policies and direction provided by the Growth Plan for Northern Ontario (GPNO 2011).

**Provincial Policy Statement (PPS 2005)**

This proposal has been reviewed in the context of the Provincial Policy Statement (PPS 2005). The Provincial Policy Statement provides policy direction on matters of provincial interest related to land use planning and development.

Section 1.3.2 of the PPS 2005 discusses the removal of Employment Lands to non-employment uses. This section states that "*Planning authorities may permit conversion of lands within employment areas to non-employment uses through a comprehensive review, only where it has been demonstrated that the land is not required for employment purposes over the long term and that there is a need for the conversion.*"

The City of North Bay did undertake a comprehensive review of the City's Commercial lands in 2009 as part of the Official Plan process. This study formed the basis of the City's Commercial policies within the Official Plan. As will be discussed later in this report, the study did identify that the role of the Trout Lake Road Commercial Node has changed and that it is appropriate to reconsider the function of the area.

The subject property is located within the City's Settlement Area. Section 1.1.3.2 of the PPS 2005 encourages municipalities to focus development and intensification within the Settlement Area. This section states:

*"Land use patterns within settlement areas shall be based on:*

*a) densities and a mix of land uses which:*

- 1. efficiently use land and resources;*
- 2. are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion; and*
- 3. minimize negative impacts to air quality and climate change, and promote energy efficiency in accordance with policy 1.8; and*

*b) a range of uses and opportunities for intensification and redevelopment in accordance with the criteria in policy 1.1.3.3."*

Section 1.1.3.3 of the PPS 2005 further states that "*Planning authorities shall identify and promote*

*opportunities for intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs."*

The residential intensification proposed by this application meets the conditions identified in PPS 2005 for appropriate redevelopment and intensification. The commercial space being converted has remained vacant for an extended period. Redeployment of this area for residential purposes represents an efficient use of the land.

The property is on existing municipal services and adequate capacity exists to accommodate the proposed redevelopment of the subject lands. Therefore, the proposed application would not necessitate the extension of infrastructure, consistent with Section 1.1.3.3.

In my professional opinion, the proposed Official Plan and Zoning By-law amendments are consistent with the policies contained in the Provincial Policy Statement (PPS 2005).

### **Official Plan**

The property is currently designated 'District Commercial' in the City of North Bay's Official Plan. The Applicants have applied to re-designate the subject lands 'Residential'.

Section 2.2.1.3, District Commercial Uses, states that: *"It has been recently demonstrated, by way of the Commercial Strategy Study 2009, that District Commercial Areas now serve a broader role in the City's Commercial Hierarchy and provide retail shopping opportunities to the entire community and also the region, with the exception of the Trout Lake Road District Commercial and Lakeshore Drive District Commercial facilities."*

The Trout Lake Road Commercial Node serves the traditional District Commercial purpose by providing some service commercial type uses for the larger area. However, due to the close proximity of the Northgate Shopping Centre, the need for this area to develop into a more advanced commercial area was not realized. This change in district commercial retail trends has resulted in little demand for the ground floor commercial space in apartment buildings along Trout Lake Road.

Section 2.1.12.3 also states that: *"High density developments will be encouraged to locate in suitable areas including:*

- a) the Central Business District and its immediate vicinity, or*
- b) in close proximity to major shopping areas, community facilities, open space and recreational facilities, or*
- c) in peripheral locations around residential neighbourhoods with access to major collector or arterial roads, or*
- d) when designed as an integral part of a new Plan of Subdivision."*

As the Trout Lake Road Commercial Node has been identified as no longer serving a true District Commercial purpose and the subject property is located in a suitable area for high density developments, it is my professional opinion the proposed Official Plan amendment to redesignate the property from "District Commercial" to "Residential" is desirable and represents good planning.

### **Zoning By-Law No. 28-80**

The subject property is presently zoned "District Commercial (C4)", which permits residential apartment buildings on the condition that the ground floor is commercial space. The Applicants are proposing to re-designate and rezone the subject lands in order to remove the requirement for ground floor

commercial, as they feel that there is little demand for this type of space on Trout Lake Road and have had difficulty finding and maintaining tenants.

The Applicants are proposing to rezone the subject lands to a "Residential Multiple Third Density Special (RM3 Sp.)" zone which will allow them to convert the ground floor commercial space into residential units, creating a completely residential use on the property. The 'Special' zoning is required to acknowledge the building's existing side yard setback of 3 metres (9.8 feet) which is less than the 6 metres (19.7 feet) required in the "Residential Multiple Third Density (RM3)" zone.

The subject property will meet all other provisions of the Zoning By-law.

### 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.

The North Bay Mattawa Conservation Authority provided the following comments:

*"Please be advised that this property is not subject to Regulation 177/06. The Conservation Authority is satisfied that the application is consistent with the policies as set out in Sections 2 and 3 of the PPS; therefore, we have no objection to this application."*

No further correspondence was received with regard to this proposal.

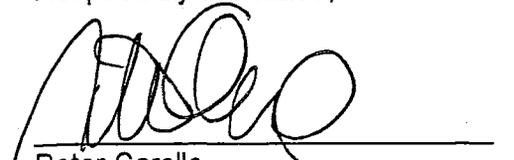
### Summary

Trout Lake Road's District Commercial designation was intended to encourage development that would serve the commercial needs of the area. The nature of the commercial development in the surrounding area, however, has reduced the demand for commercial space on Trout Lake Road.

This change in the way Trout Lake Road is used commercially has had an impact on the subject property. The Applicants have expressed that they have had difficulty renting the ground floor commercial space in the building, while there has been great interest in the building's residential units. This claim is supported by other variances that have taken place in the area. In particular, at its December 19<sup>th</sup> meeting, PAC approved similar Official Plan and Zoning By-law amendments for an apartment building that will be constructed a block away from the subject property.

In conclusion, it is my professional opinion the proposed Official Plan and Zoning By-law amendments are consistent with Provincial Policy, as set out by the Growth Plan for Northern Ontario (GPNO 2011) and the Provincial Policy Statement (PPS 2005).

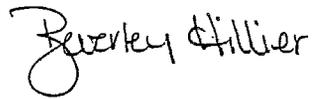
Respectfully submitted,



Peter Carello  
Senior Planner – Current Operations

attach(s).

I concur with the recommendations contained in this report.



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Beverley Hillier, MCIP, RPP  
Manager, Planning Services



INTER OFFICE

MEMO

City of North Bay  
Planning Services

To: Cathy Conrad, City Clerk  
From: Peter Carello - Senior Planner, Current Operations  
Subject: Resolution No. 3 - Planning Advisory Committee  
Date: February 15, 2013

Quoted below is Resolution No. 3 passed at the regular meeting of the Planning Advisory Committee held on Wednesday December 19, 2012:

Resolution No. 3

"That the Planning Advisory Committee recommend the following to City Council:

1. That the proposed Official Plan and Zoning By-law Amendments by Miller & Urso Surveying Inc. on behalf of Trout Lake Mall Inc. to redesignate lands at 2653 Trout Lake Road from a "District Commercial" designation to a 'Residential' designation, and to rezone the same lands from a 'District Commercial (C4)' zone to a 'Residential Multiple Third Density (RM3)' zone, 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 in order to regulate parking, lighting, landscaping, storm water, drainage, garbage, play space, ingress, egress and fencing as required."

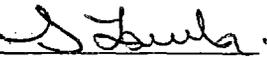


Peter Carello  
Senior Planner, Current Operations  
Secretary-Treasurer, Planning Advisory Committee

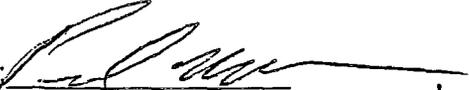
North Bay Planning Advisory Committee

Resolution No. 3

Date: December 19, 2012

Moved By: 

Sean Lawler

Seconded By: 

Paul Walker

“That the Planning Advisory Committee recommend the following to City Council:

1. That the proposed Official Plan and Zoning By-law Amendments by Miller & Urso Surveying Inc. on behalf of Trout Lake Mall Inc. to redesignate lands at 2653 Trout Lake Road from a “District Commercial’ designation to a ‘Residential’ designation, and to rezone the same lands from a ‘District Commercial (C4)’ zone to a ‘Residential Multiple Third Density (RM3)’ zone, 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 in order to regulate parking, lighting, landscaping, storm water, drainage, garbage, play space, ingress, egress and fencing as required.”

“CARRIED”

  
Chair

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**INTER OFFICE**

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**City of North Bay**  
**PLANNING SERVICES**

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**MEMO**

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**To:** Chair and Members, Planning Advisory Committee

**From:** Steve McArthur – Senior Planner, Current Operations

**Subject:** Proposed Official Plan and Zoning By-law Amendment by Miller & Urso Surveying Inc. on behalf of Trout Lake Mall Inc. for the property legally described as Concession C, Part Lot 17, Parcels 3228, 3540 & 3122 W/F, 2653 Trout Lake Road in the City of North Bay.

**Date:** December 17th, 2012

**Recommendation**

- 1) That the proposed Official Plan Amendment from 'District Commercial' to 'Residential' by Miller & Urso Surveying Inc. on behalf of Trout Lake Mall Inc. for the property legally described as Concession C, Part Lot 17, Parcels 3228, 3540 & 3122 W/F, known locally as 2653 Trout Lake Road in the City of North Bay, BE APPROVED; and
- 2) That the proposed Zoning By-law Amendment from a 'District Commercial (C4)' zone to 'Residential Multiple Third Density (RM3)' zone by Miller & Urso Surveying Inc. on behalf of Trout Lake Mall Inc. for the same lands, BE APPROVED; and
- 3) That the subject lands be placed under Site Plan Control pursuant to Section 41 of the Planning Act, R.S.O., 1990 as amended in order to regulate parking, lighting, landscaping, fencing, garbage, storm water management, ingress and egress, and building location as required.

**Site**

The lands subject to the proposed amendments are in the urban area of the City of North Bay, on the south side of Trout Lake Road in the block bounded by Connaught Avenue, Perut Place and Giroux Street. The property is 0.5 hectares (1.21 acres) in total land area, with a frontage of 42.373 metres (139 feet) on Trout Lake Road and a depth of 108.527 metres (356 feet). Surrounding land uses include a mix of commercial and residential properties. Adjacent lands to the east and west feature commercial uses, while abutting lands to the south feature low density residential uses.

**Proposal**

The Applicant is proposing to re-designate and rezone the subject lands in order to permit the construction of an apartment building. An apartment building is currently a permitted use in the District Commercial zone, so long as it has commercial uses on the ground floor. The Applicant is requesting the proposed amendments in order to remove the ground floor commercial requirement which will result in a purely residential use on the subject lands.

**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.

The 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.

In my professional opinion, the proposed Official Plan and Zoning By-law amendments are consistent with the policies and direction provided by the Growth Plan for Northern Ontario (GPNO 2011).

**Provincial Policy Statement (PPS 2005)**

This proposal has been reviewed in the context of the Provincial Policy Statement (PPS 2005). The Provincial Policy Statement provides policy direction on matters of provincial interest related to land use planning and development.

The Provincial Policy Statement (PPS 2005) defines 'Residential Intensification' as the: *"intensification of a property, site or area which results in a net increase in residential units or accommodation and includes:*

- a) *redevelopment, including the redevelopment of brownfield sites;*
- b) *the development of vacant or underutilized lots within previously developed areas;*
- c) *infill development;*
- d) *the conversion or expansion of existing industrial, commercial and institutional buildings for residential use; and*
- e) *the conversion or expansion of existing residential buildings to create new residential units or accommodation, including accessory apartments, secondary suites and rooming houses.*

Section 1.3 of the PPS 2005, 'Employment Areas', states that:

*"Planning authorities shall promote economic development and competitiveness by:*

- a) *providing for an appropriate mix and range of employment (including industrial, commercial and institutional 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) *planning for, protecting and preserving employment areas for current and future uses; and*
- d) *ensuring the necessary infrastructure is provided to support current and projected needs.*

*Planning authorities may permit conversion of lands within employment areas to non-employment uses through a comprehensive review, only where it has been demonstrated that the land is not required for employment purposes over the long term and that there is a need for the conversion."*

In 2009, Malone Given Parsons Ltd. was retained by the City of North Bay to prepare a commercial strategy study and market assessment based upon market data, research and information. This report considered the capacity and usefulness of the existing district commercial nodes and provided a context for the 'District Commercial' policies contained in the new Official Plan.

Malone Given Parsons Ltd. prepared a Retail Market Assessment specifically for this proposed residential development. It concludes that *"the Trout Lake Road District Commercial area does not function as a District Commercial area which serves all residents of North Bay as well as residents of the surrounding regional area."*

The purpose of the District Commercial designation is to serve the larger planning district's commercial needs. This has somewhat been achieved in this area with the discount grocery store and other service commercial type uses. Due to the close proximity of the Northgate Shopping Centre, the need for this area to develop into a more advanced commercial area was not realized. This lack of demand for this type of commercial space, coupled with a change in district commercial retail trends, has resulted in hard to lease space along Trout Lake Road.

The conclusion to the Report offers the following: *"Based on this market assessment, an Official Plan Amendment to redesignate the site at 2653 Trout Lake Road from District Commercial to Residential represents a very minor reduction in the City's retail/commercial land supply. The reduction of retail/commercial land would not significantly impact the City's ability to accommodate new District Commercial space or other types of retail/commercial space in order to address market demand and to serve the existing and future residents of North Bay and its surrounding regional area."*

In my professional opinion, the proposed Official Plan and Zoning By-law amendments are consistent with the policies contained in the Provincial Policy Statement (PPS 2005).

### **Official Plan**

The property is currently designated 'District Commercial' on Schedule "1" to the City of North Bay's Official Plan. The Applicant has applied to re-designate the subject lands 'Residential'.

Section 2.2.1.3, District Commercial Uses, states that: *"It has been recently demonstrated, by way of the Commercial Strategy Study 2009, that District Commercial Areas now serve a broader role in the City's Commercial Hierarchy and provide retail shopping opportunities to the entire community and also the region, with the exception of the Trout Lake Road District Commercial and Lakeshore Drive District Commercial facilities."*

In addition, the Official Plan speaks to encouraging apartment buildings along arterial roads in close proximity to shopping and to support transit ridership. This location on Trout Lake Road is the ideal location for this type of development. As previously discussed, the Trout Lake Road Commercial Node is no longer serving a true District Commercial purpose. Based on the analysis and information provided by the aforementioned studies, it is my professional opinion the proposed Official Plan amendment is desirable and represents good planning.

### **Zoning By-Law No. 28-80**

The subject property is presently zoned "District Commercial (C4)" which permits the following uses:

- Automobile service station or Gas bar
- Automobile Sales, Service or Leasing Establishments;
- Banks
- Boarding, Lodging or Rooming House

- 
- Business Offices
  - Clubs
  - Data Processing Firm
  - Day nursery
  - Financial Institutions
  - Funeral homes
  - Food stores
  - Group Home Type 2
  - Group Home Type 3
  - Hotels, Motels
  - Instructional Services
  - Liquor, Beer or Wine Stores
  - Local Retail stores
  - Personal Service Establishment
  - Pet Daycare Facility
  - Pharmacy
  - Places of worship
  - Public and Private parking areas
  - Places of entertainment
  - Professional Offices
  - Repair garages
  - Restaurants and Taverns
  - Retail stores
  - Service Establishments that are not obnoxious
  - Veterinary Establishment
  - Accessory Residential Uses: Dwelling units, or any residential use, connected to and forming an integral part of the commercial building shall be permitted, provided that access to the dwelling units or residential use is separate from the access to the commercial portion of the building, and no dwelling units or any other residential uses or part thereof shall be permitted on the ground floor.
  - to Section 50 or 53 of the Planning Act, R.S.O. 1990 as amended
  - Accessory uses to the above
  - Accessory home based businesses in accordance with Section 3.35

The Applicant is proposing to rezone the subject lands to a "Residential Multiple Third Density (RM3)" zone which permits the following uses:

- Apartment Dwellings
- Boarding, Rooming or Lodging House
- Group Home Type 2
- Parks, Playgrounds and Associated Non-Profit Uses
- Licenced Day Nurseries, Churches, Public Schools Other Than Trade Schools
- Institutional uses
- Accessory Home Based Businesses
- Accessory Non-Residential Use under Subsection 5.3.5

The Applicant is proposing to re-designate and rezone the subject lands in order to permit the construction of an apartment building. An apartment building is currently a permitted use in the District Commercial zone, so long as it has commercial uses on the ground floor. The Applicant is requesting the proposed amendments in order to remove the ground floor commercial requirement which will result in a purely residential use on the subject lands.

## 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, the North Bay-Mattawa Conservation Authority, the Engineering Department, the Secretary-Treasurer of the North Bay Municipal Heritage Committee, the Chief Building Official, the Chief Fire Prevention Officer and the Ministry of Transportation have indicated they have no concerns or objections to this proposal.

Two (2) circulated property owners contacted Planning Services via telephone and one (1) attended the Planning Advisory Committee (PAC) public meeting on December 5<sup>th</sup>, 2012. All were in favour of the application, but wanted to ensure that things such as drainage, parking, lighting, garbage disposal and landscaping would be considered as part of the application. If the proposed amendments are approved, the property will be subject to Site Plan Control and appropriate controls will be instituted through this agreement.

No further correspondence was received with regard to this proposal.

## Summary

The purpose of the District Commercial designation is to serve the larger planning district's commercial needs. This has somewhat been achieved in this area with the discount grocery store and other service commercial type uses. Due to the close proximity of the Northgate Shopping Centre, the need for this area to develop into a more advanced commercial area was not realized. This lack of demand for this type of commercial space, coupled with a change in district commercial retail trends, has resulted in hard to lease space along Trout Lake Road. The continued expansion of the nearby Regional Commercial centre (Northgate Shopping Centre) has further reduced the need for commercial/retail employment lands in this area.

Recent commercial vacancies in the area support this position, in particular those in the ground floor of nearby apartment buildings. A second (2<sup>nd</sup>) Planning Act application to redesignate and rezone the ground floor of an existing apartment building less than a block away from the subject lands is currently circulating for comment.

The City of North Bay retained Malone Given Parsons Ltd. to prepare an independent third party review of the proposal. The Retail Market Assessment states that *"the Trout Lake Road District Commercial area does not function as a District Commercial area which serves all residents of North Bay as well as residents of the surrounding regional area."* It concludes that *"the reduction of retail/commercial land would not significantly impact the City's ability to accommodate new District Commercial space or other types of retail/commercial space in order to address market demand and to serve the existing and future residents of North Bay and its surrounding regional area."*

Residents in the area are in favour of the proposal. The subject lands have been vacant for decades and have been used for illegal dumping, outdoor storage and temporary construction contractor's yards in recent years. A change to a purely residential use along with the elimination of some less compatible uses currently permitted in the District Commercial zone is viewed favourably by the neighbourhood.

In conclusion, it is my professional opinion the proposed Official Plan and Zoning By-law amendments are consistent with Provincial Policy, as set out by the Growth Plan for Northern Ontario (GPNO 2011) and the Provincial Policy Statement (PPS 2005).

Respectfully submitted,

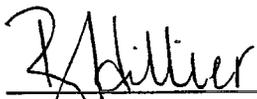


Steve McArthur, MCIP, RPP  
Senior Planner – Current Operations

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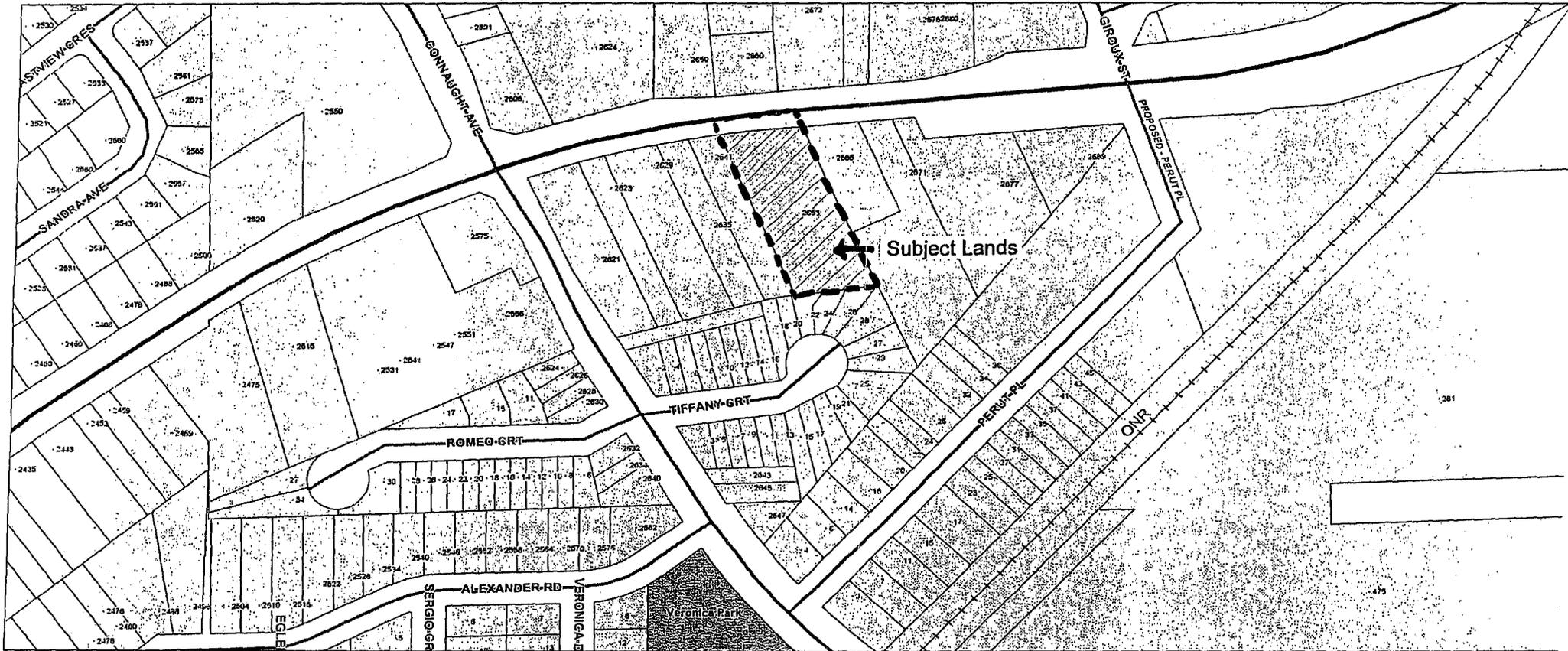
attach(s).

I concur with the recommendations contained in this report.

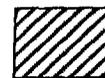
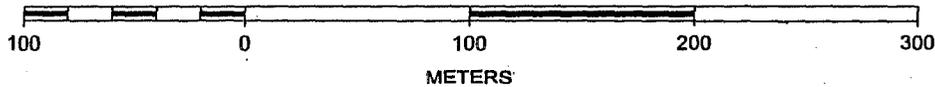


Beverley Hillier, MCIP, RPP  
Manager, Planning Services

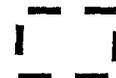
# SCHEDULE A



SCALE 1 : 3,390



Proposed Official Plan Amendment  
From: "District Commercial"  
To: "Residential"



Proposed Zoning By-law Amendment  
From: "District Commercial (C4)"  
To: "Residential Multiple Third Density (RM3)"



SKETCH FOR REZONING APPLICATION  
 PART OF LOT 17, CONCESSION 'C'  
 FORMER TOWNSHIP OF WIDDIFIELD  
 CITY OF NORTH BAY  
 DISTRICT OF NIPISSING

SCALE 1 : 400  
 0 10m 20m

Miller & Urso Surveying Inc.

# SCHEDULE B



TROUT LAKE ROAD  
 THE KING'S HIGHWAY No. 63  
 PIN 49146-0271 (LT)

32.580

N84°56'55"E  
 N25°04'00"W  
 42.373  
 S86°34'30"W  
 N86°06'15"E  
 2.7643.280

AREA- 4904.1649M<sup>2</sup>

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N25°04'00"W

PART 1

PART 1  
 PLAN 36R - 6536  
 PIN 49146-0204 (LT)

N25°06'48"W  
 38.4178

THREE STOREY APARTMENT  
 COMPLEX

AREA- 1165.9012M<sup>2</sup>

PLAN 102455A  
 36R - 6676  
 PIN 49146-0202 (LT)

PIN 49146-0199 (LT)

PIN 49146-0201 (LT)

N64°56'00"E  
 30.480

**ZONING**

CURRENT ZONING C4  
 PROPOSED ZONING RM3  
 LOT AREA- 4904.1649M<sup>2</sup>  
 PROPOSED BUILDING- 1165.9012M<sup>2</sup>  
 PROPOSED LOT COVERAGE- 23.8%

274  
79  
80

PART 13  
 PLAN NR-1503  
 (MTO FILE P-  
 EASEMENT N-

N63°40'20"E  
 36.980

65 66 67 68 69 70 71 72 73 74 75  
 53 54 56 57 58 59 60 61 62 63 64

PLAN 36R-9973

9.821  
 N83°40'20"E  
 2.577  
 15.240  
 14.216  
 14.310  
 60.405  
 3.17  
 N25°04'00"W  
 31.191

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**INTER OFFICE**

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**MEMO**

**City of North Bay  
Planning Services**

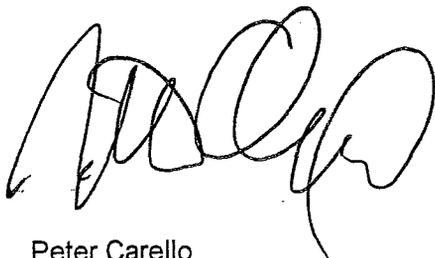
**To:** Cathy Conrad, City Clerk  
**From:** Peter Carello - Senior Planner, Current Operations  
**Subject:** Resolution No. 3 - Planning Advisory Committee  
**Date:** February 15, 2013

Quoted below is Resolution No. 3 passed at the regular meeting of the Planning Advisory Committee held on Wednesday, December 5<sup>th</sup>, 2012:

Resolution No. 3

"That the Planning Advisory Committee recommend the following to City Council:

1. "That the proposed Zoning By-law Amendment by Miller & Urso Surveying Inc. on behalf of Paul Turcotte to rezone lands at 295 Carmichael Drive from a 'Rural (A)' zone to a 'Residential First Density (R1)' zone for the property legally described as Concession A, South Half of Part Lot 16, Remainder of Parcel 4418W/F in the former Township of Widdifield, City of North Bay, BE APPROVED"



Peter Carello  
Senior Planner, Current Operations  
Secretary-Treasurer, Planning Advisory Committee

North Bay Planning Advisory Committee

Resolution No. 3

Date: December 5, 2012

Moved By:



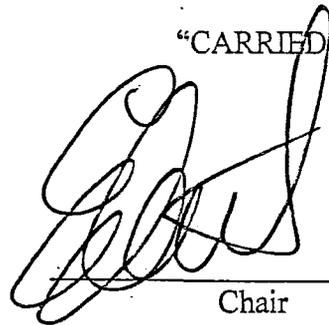
Seconded By:



“That the Planning Advisory Committee recommend the following to City Council:

1. “That the proposed Zoning By-law Amendment by Miller & Urso Surveying Inc. on behalf of Paul Turcotte to rezone lands at 295 Carmichael Drive from a ‘Rural (A)’ zone to a ‘Residential First Density (R1)’ zone for the property legally described as Concession A, South Half of Part Lot 16, Remainder of Parcel 4418W/F in the former Township of Widdifield, City of North Bay, BE APPROVED”

“CARRIED”

  
Chair

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**INTER OFFICE**

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**MEMO****City of North Bay**

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**To:** Chair and Members, Planning Advisory Committee

**From:** Steve McArthur - Senior Planner, Current Operations

**Subject:** Proposed Zoning By-Law Amendment by Miller & Urso Surveying Inc. on behalf of Paul William Turcotte – 295 Carmichael Drive

**Date:** October 4, 2012

**Recommendation**

That the proposed Zoning By-law Amendment by Miller & Urso Surveying Inc. on behalf of Paul William Turcotte to rezone the property at 295 Carmichael Drive, legally described as Concession A, Part of Lot 16, Remainder of Parcel 4418 WF, PIN #49127-0466, from a "Rural (A)" zone to a "Residential First Density (R1)" zone, BE APPROVED.

**Site**

The subject property is located on Carmichael Drive near Littledown Lane. The existing lot of record has a frontage of 42.7 metres (140 feet) and an area of 0.17 hectares (0.42 acres) as shown on Schedules "A" and "B" attached hereto. The existing single detached dwelling is currently on the publicly owned and operated piped water and sanitary sewage system.

**Proposal**

The Applicant is proposing to rezone the subject property in order to apply to the Committee of Adjustment for a Consent to Sever the subject lands in order to create one (1) new residential building lot meeting the requirements of the "Residential First Density (R1)" zone.

**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. The 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. The Plan has been reviewed in its entirety and in my professional opinion, the proposed Zoning By-law amendment is consistent with the policies and direction provided by the Growth Plan for Northern Ontario (GPNO 2011).

**Provincial Policy Statement**

This proposal has been reviewed in the context of the Provincial Policy Statement (PPS 2005). The Provincial Policy Statement provides policy direction on matters of provincial interest related to land use planning and development.

The subject property has access to existing municipal services as encouraged by Sections 1.6.2 and 1.6.4.2 of the PPS. The property is surrounded by various forms of low density residential development. As such, the proposed rezoning, consent to sever and subsequent infill development will maintain the existing character of the neighbourhood.

The entire property is located within the 30 Noise Exposure Forecast (NEF) contour of the North Bay Jack Garland Airport. Section 1.6.7.2 of the PPS 2005 states that:

*“Airports shall be protected from incompatible land uses and development by:*

- a) prohibiting new residential development and other sensitive land uses in areas near airports above 30 NEF/NEP, as set out on maps (as revised from time to time) that have been reviewed by Transport Canada;*
- b) considering redevelopment of existing residential uses and other sensitive land uses or infilling of residential and other sensitive land uses in areas above 30 NEF/NEP only if it has been demonstrated that there will be no negative impacts on the long-term function of the airport; and*
- c) discouraging land uses which may cause a potential aviation.”*

The subject property is located within an established residential area. While the proposed rezoning in and of itself would not create a new residential development, it will allow the property owners to apply to the Committee of Adjustment for the purpose of creating one (1) new infill lot for a new single detached dwelling. Based on the fact that this property is surrounded by existing single detached dwellings, is located within the urban settlement area, and is serviced by existing municipal services, it is anticipated that the creation of one (1) infill residential lot will have no impact on the long-term function of the airport.

In reviewing the proposed Zoning By-law Amendment, I am of the opinion that all pertinent policies of the PPS have been applied in their entirety and the end use is consistent with Provincial Policy as set out in the Provincial Policy Statement (PPS) 2005.

### **Official Plan**

The subject property is designated “Restricted Residential” in the City of North Bay’s Official Plan.

Section 4.11.2 of the Official Plan states that: *“In addition to conforming with all other requirements of this Plan, the developer of any residential unit within the Restricted Residential designation shall be made aware of the airport noise problem. The developer shall inform, in writing, all purchasers and subsequent owners of residential unit that the property in question is in an area where possible airport noise problems may exist, or develop. In addition, the construction of any residence, school, library, church, theatre, auditorium, hospital, nursing home, recreational building, camping or picnic area, shall conform to the Acoustic Design Criteria set out in the Provincial Policy entitled “Land Use Policy near Airports” Federal Guideline entitled “Aviation: Land Use in the Vicinity of Airports”.*

As previously discussed, it is anticipated that the creation of one (1) infill residential lot will have no impact on the long-term function of the airport. The airport manager was circulated the notice of the proposed zoning by-law amendment and to date has offered no concerns or objections. Through the Consent to Sever process a notice will be placed on-title advising that the subject lands are within proximity to the airport and the Owner will be required to implement acoustic measures into the design of any proposed single detached dwelling.

With this provision, it is my professional opinion that the general intent of the Official Plan is being maintained and that the proposed amendment is in conformity with the Plan.

### **Zoning By-law**

The subject property is currently zoned "Rural (A)", which permits the following uses:

- agricultural and forestry uses;
- cemeteries;
- commercial agricultural use;
- conservation areas;
- hobby farm;
- public and private recreational uses;
- existing single detached dwellings and new single detached dwellings on a lot created pursuant to Section 50 or 53 of the Planning Act, R.S.O. 1990 as amended;
- accessory uses to the above; and
- accessory home based businesses in accordance with Section 3.35.

The Applicant is proposing to rezone the subject property to a "Residential First Density (R1)", which would permit the following uses:

- single detached dwelling unit (min frontage of 18m);
- accessory home based businesses;
- parks, playgrounds & non-profit uses; and
- institutional uses.

The Applicant is proposing to rezone the subject property in order to apply to the Committee of Adjustment for a Consent to Sever the subject lands in order to create one (1) new residential building lot meeting the requirements of the "Residential First Density (R1)" zone.

### **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 other agencies that may have an interest in this matter.

In terms of the correspondence received, the Airport Manager, Ministry of Transportation, North Bay-Mattawa Conservation Authority, Chief Fire Prevention Officer, Secretary-Treasurer of the Municipal Heritage Committee, the Economic Development Department, Chief Building Official and the Director of Parks, Recreation, and Leisure Services offered no objections to the proposal.

The Engineering Department offered the following: *"Engineering Services has reviewed the proposed zoning by-law amendment and would advise that we have no objections. The only concern or issue we have with this proposed severance is that we would like the proponent to confirm where their services (sanitary and water) come into the property. There may be a chance that the services would be crossing the lands that they are proposing to sever. In this case we would require them to relocate the services so that they are not crossing the proposed severed lands."*

At the public meeting of the Planning Advisory Committee (PAC) which was held on August 30th, 2012 no objections to the Zoning By-law Amendment were received from any of the circulated property owners.

The abutting property owner at 395 Carmichael Drive addressed the Planning Advisory Committee. She was concerned with a seasonal water course that runs across the subject lands in vicinity to her southern property line. Planning Staff had received a phone call from a neighbour across the street regarding this same seasonal water course. This information was passed onto the Engineering and Public Works departments who indicated that the seasonal water course would not be impacted by the rezoning application. Should the property owner apply to the Committee of Adjustment to sever the property, this will be reviewed in greater detail. An easement for drainage between 295 and 395 Carmichael Drive may be required and the agent on behalf of the applicant has been made aware of this potential requirement.

No other correspondence was received with regard to this application.

### Summary

In summary, the property is designated "Restricted Residential" in the City's Official Plan and the proposed "Residential First Density (R1)" zoning is compatible and in character with the existing residential uses in the surrounding area. The proposed rezoning will enable the property owner to apply to the Committee of Adjustment for a Consent to Sever the subject lands in order to create one (1) new residential building lot meeting the requirements of the "Residential First Density (R1)" zone.

The entire property is located within the 30 Noise Exposure Forecast (NEF) contour of the North Bay Jack Garland Airport, however, the creation of one (1) infill residential lot should have no impact on the long-term function of the airport. Through the Consent to Sever process a notice will be placed on-title advising that the subject lands are within proximity to the airport and the Owner will be required to implement acoustic measures into the design of any proposed single detached dwelling.

In reviewing the proposal it is my professional opinion that the general intent of the Official Plan and Zoning By-law are being maintained and that the end use is consistent with Provincial Policy.



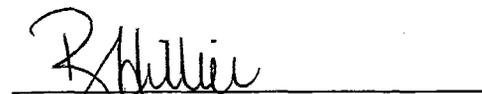
Steve McArthur, MCIP, RPP  
Senior Planner, Current Operations

SM/dlb

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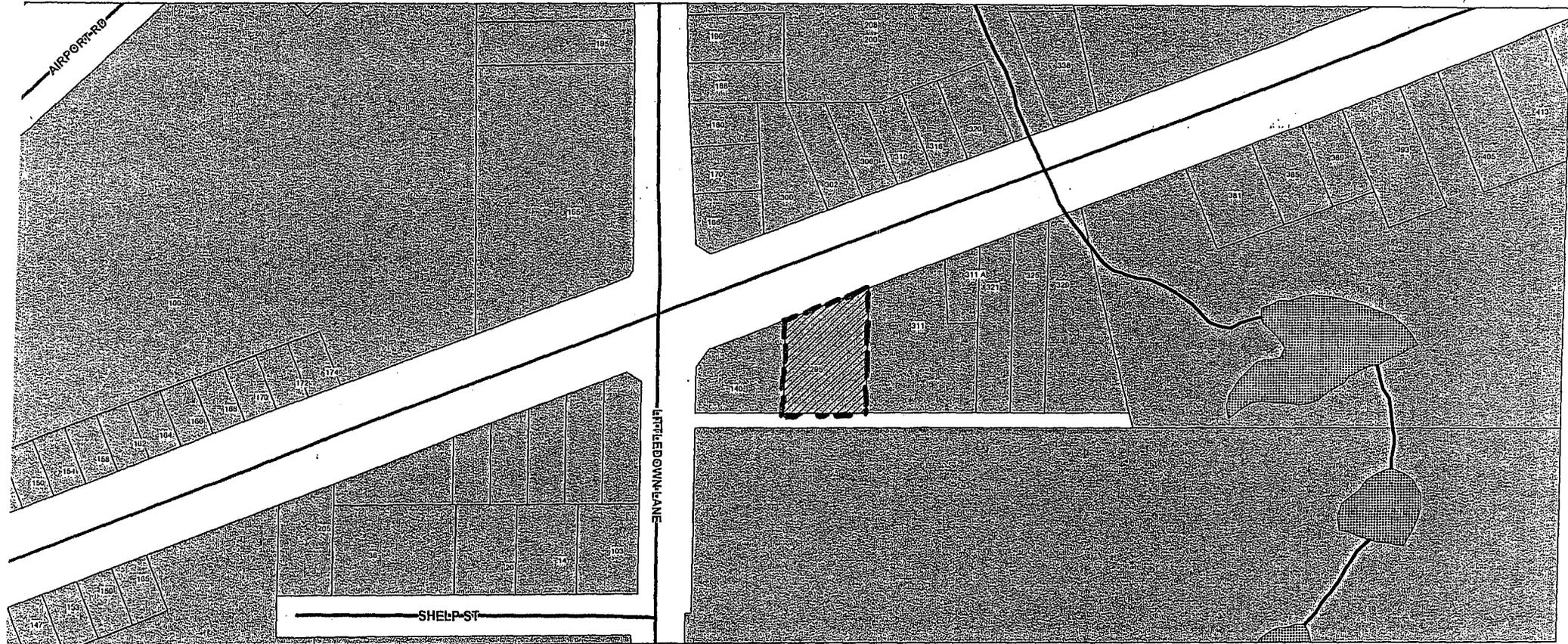
attach.

I concur with the recommendations contained in this report.

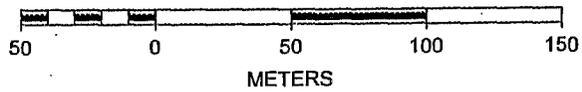


Beverley Hillier, MCIP, RPP  
Manager, Planning Services

# SCHEDULE A



SCALE 1 : 2,817



Proposed Zoning By-law Amendment  
From: "Rural (A)"  
To: "Residential First Density (R1)"



CLIENT:  
PAUL TURCOTTE

# SCHEDULE B

TOWNSHIP OF WIDDIFIELD  
NOW IN THE  
**CITY OF NORTH BAY**  
DISTRICT OF NIPISSING

SCALE 1 : 400  
0 5m 10m

Miller & Urso Surveying Inc.

### METRIC

DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

### RETAINED:

AREA OF LOT = 1697.1 m<sup>2</sup>  
FRAME DWELLING = 145.2 m<sup>2</sup>  
FRAME GARAGE = 51.2 m<sup>2</sup>  
FRAME SHED = 6.3 m<sup>2</sup>  
PRESENT LOT COVERAGE = 11.9%  
LOT FRONTAGE- 23.4m

### SEVERED:

AREA OF LOT = 564.1 m<sup>2</sup>  
LOT FRONTAGE- 19.2m

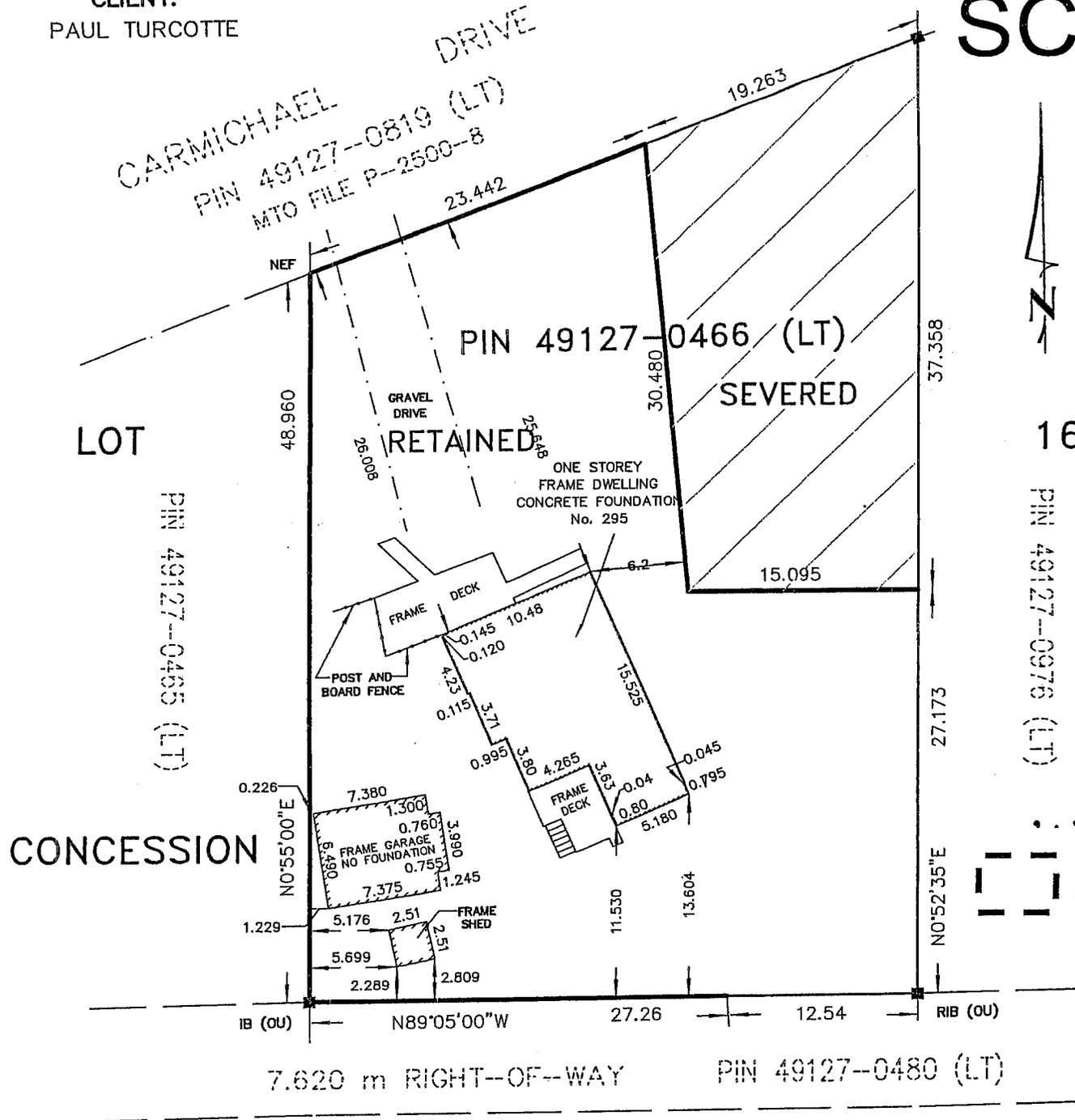
Proposed Zoning By-law Amendment  
From: "Rural (A)"  
To: "Residential First Density (R1)"

© COPYRIGHT 2012, Miller & Urso Surveying Inc.

**Miller & Urso Surveying Inc.**  
Ontario Land Surveyors ♦ Canada Land Surveyors  
Planning Consultants

1501 SEYMOUR STREET,  
NORTH BAY ONT, P1A 0C5

TEL: (705) 474-1210  
FAX: (705) 474-1783



16

PIN 49127-0976 (LT)



CARMICHAEL DRIVE  
PIN 49127-0819 (LT)  
MTO FILE P-2500-8

LOT  
PIN 49127-0465 (LT)

CONCESSION

IB (OU) N89°05'00"W 27.26 12.54 RIB (OU)

7.620 m RIGHT-OF-WAY PIN 49127-0480 (LT)



The Corporation of the  
City of North Bay

200 McIntyre St. East  
P.O. Box 360  
North Bay, Ontario  
Canada P1B 8H8  
Tel: (705) 474-0400

FILED

#4

Planning Services: 5<sup>th</sup> Floor, City Hall  
Direct Line: (705) 474-0626, Ext. 2409  
Facsimile: (705) 474-5928  
Watts: 1-800-465-1882  
Email: [peter.carello@cityofnorthbay.ca](mailto:peter.carello@cityofnorthbay.ca)  
Website: [www.cityofnorthbay.ca](http://www.cityofnorthbay.ca)

February 19<sup>th</sup>, 2013

Tunnock Consulting Ltd.  
247 Hearst Street  
North Bay, On P1B 8Z2

Atten; David Welwood

Dear Mr. Welwood:

Re: Proposed Zoning By-law Amendment by Tunnock Consulting Ltd. on behalf of 2190372 Ontario Inc. & 1340791 Ontario Ltd. for Concession C, Registered Plan No. M-85, Part of Lots 19-32 and Part of Lindsay Street in the Former Township of Widdifield - Johnston Road in the City of North Bay.

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Please accept this letter as our acknowledgement of receipt of the above-noted application to amend the City of North Bay's Zoning By-law No. 28-80.

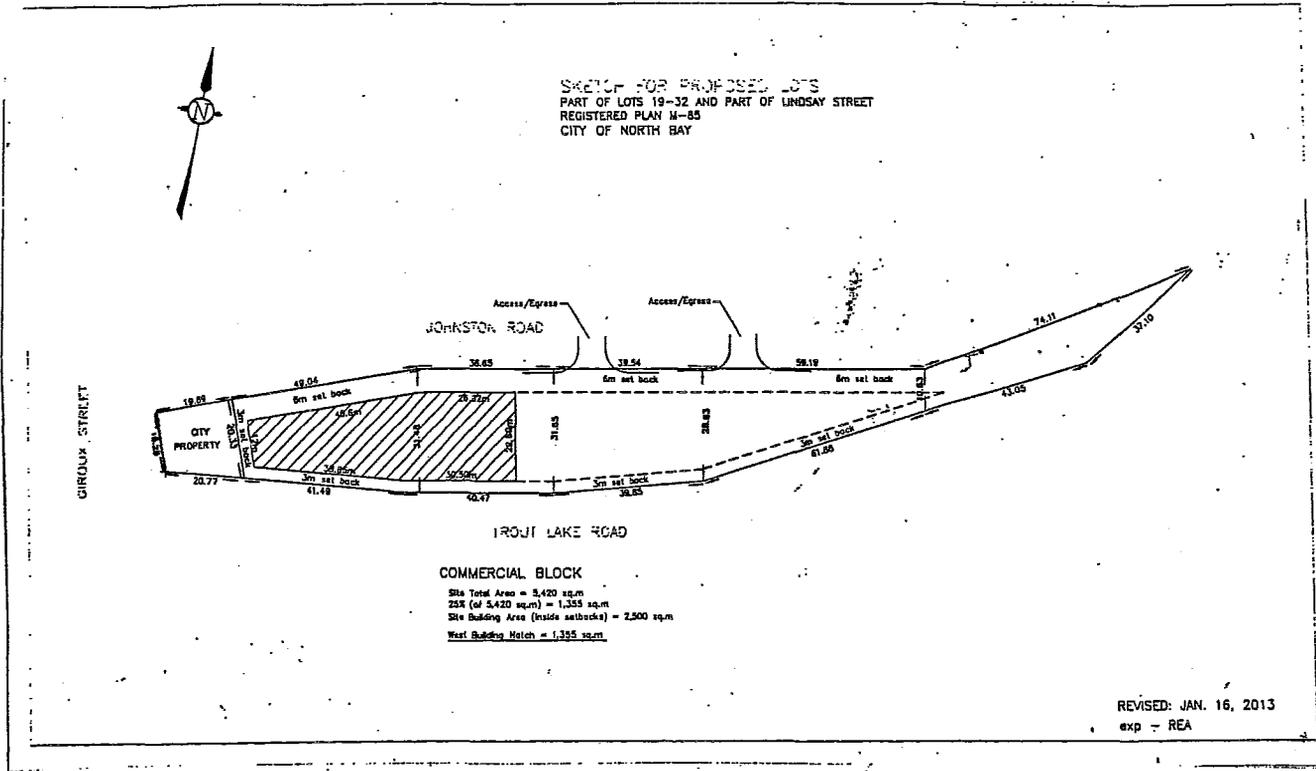
We have reviewed the applications and have deemed them to satisfy the requirements of a "complete" application as of this date. In the event that further information is required as a result of a circulated agency request, it will be requested at that time.

Should you require any additional information, please feel free to contact the undersigned at 705-474-0626 ext. 2409.

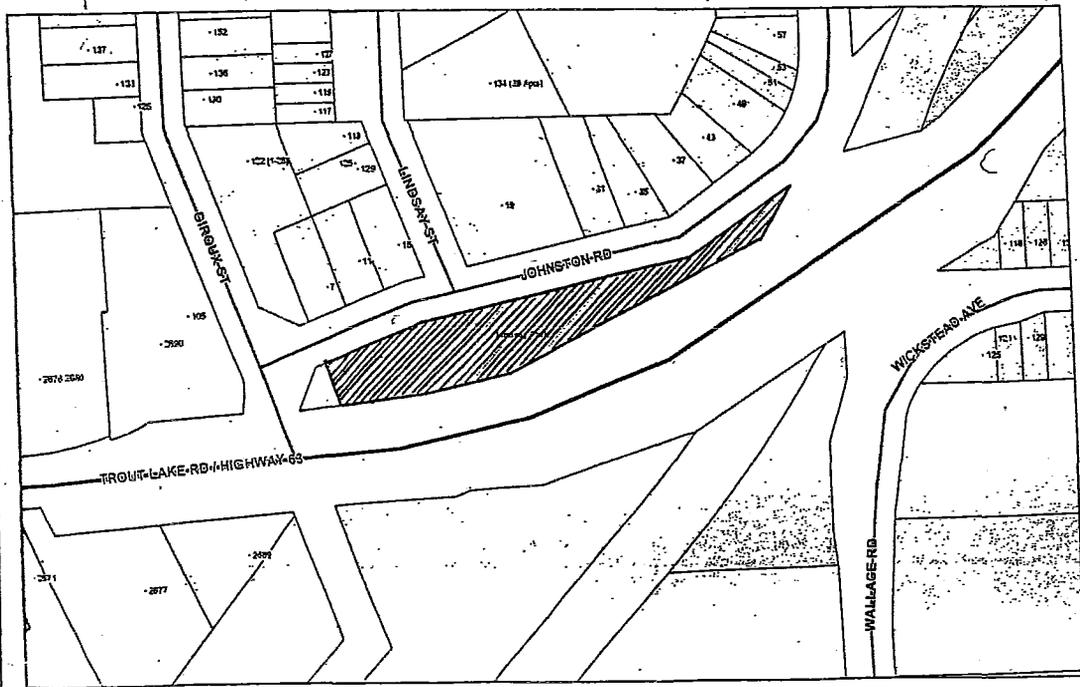
Sincerely,

Peter Carello  
Senior Planner, Current Operations

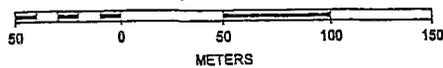
# Schedule A



# Schedule B



SCALE 1 : 2,443



Proposed Zoning By-law Amendment  
From: "Neighbourhood Commercial Special (C5 Sp.)"  
To: "Neighbourhood Commercial Special (C5 Sp.)"  
Amended

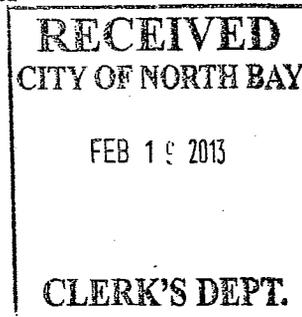




The Corporation of the  
City of North Bay  
200 McIntyre St. East  
P.O. Box 360  
North Bay, Ontario  
Canada P1B 8H8  
Tel: (705) 474-0400

Planning Services, 5<sup>th</sup> Floor, City Hall  
Direct: (705) 474-0626, Ext. 2409  
Fax: (705) 474-5928  
Watts: 1-800-465-1882  
Email: [steve.mcarthur@cityofnorthbay.ca](mailto:steve.mcarthur@cityofnorthbay.ca)  
Web: [www.cityofnorthbay.ca](http://www.cityofnorthbay.ca)

February 15, 2013



Miller & Urso Surveying Inc.  
1501 Seymour Street  
North Bay, ON P1B 8G4

Atten: Mr. Rick Miller

Dear Mr. Miller,

Re: Proposed Zoning By-law Amendment by Miller & Urso Surveying Inc. on behalf of 1794504 Ontario Inc. for Lot No.'s 88-94 & 101-107 in the Former Township of West Ferris, PIN's 49175-0308 (LT), 49175-0307 (LT), & 49175-0306 (LT)  
- 2 Sunset Boulevard

Please accept this letter as our acknowledgement of receipt of the above-noted application to amend Zoning By-law No. 28-80.

We have reviewed the application and have deemed it to satisfy the requirements of a "complete" application as of this date. In the event that further information is required as a result of a circulated agency request, it will be requested at that time.

We will commence processing of the application immediately. Should you require any additional information, please feel free to contact me at (705) 474-0400 (x. 2442).

Sincerely,

*for* *broches*  
Peter Carello  
Senior Planner, Current Operations

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Copy:  Conrad, City Clerk



**City of North Bay**

**Report to Council**

<b>1</b> <b>#6</b> CITY OF NORTH BAY FEB 26 2013 CLERK'S DEPT.
--

**Report No:** CSBU 2013-30

**Date:** February 25, 2013

**Originator:** Beverley Hillier, Manager, Planning Services

**Subject:** Request to Close an Unopened Portion of Road Allowance  
(Surrey Drive)

**File No:** L07/2012/ROADC/SURDR/#2012-04

---

**RECOMMENDATIONS**

- 1) That the application by the Miller and Urso Surveying Inc. to close an Unopened Portion of Road Allowance (Surrey Drive) as shown on Schedule 'A' attached to Report to Council CSBU 2013-30, be approved;
- 2) That Council declare that section of Surrey Drive road allowance as shown on Schedule 'A' attached to Report to Council CSBU 2013-30, as surplus;
- 3) That the closure of the road allowance be subject to the granting of any required easements;
- 4) That the Chief Administrative Officer be authorized by Council to initiate normal closure procedures for the subject road allowance; and
- 5) That the closure of the Road Allowance not be finalized until the Surrey Drive Phase 3 Plan of Subdivision be granted Final Approval from City Council.

---

**BACKGROUND**

Section 34(1) of the Municipal Act 2001 (S.O. 2001, c.25) permits municipalities to pass by-laws for *"stopping up any highway or part of a highway"*.

The subject lands include unopened sections of Road Allowance (Surrey Drive) that were originally dedicated to the City of North Bay through the registration of Subdivision Plan M-312. This portion of Surrey Drive has not developed and the applicant has requested that a portion of the road be closed to facilitate the development of the Laurentian Heights Limited Draft Plan of Subdivision located immediately to the south.

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**ANALYSIS / OPTIONS**

Attached is a copy of an application to close an Unopened Portion of Road Allowance (Surrey Drive) in the City of North Bay.

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Notice of this proposed Road Allowance Closure was circulated to all parties that may have an interest in this matter with the following comments received:

1. Director of Public Works – no comment.
2. North Bay-Mattawa Conservation Authority – “No objections.”
3. Engineering, Design and Approvals – “No objections”
4. Director of Parks, Recreation and Leisure Services – no comment.
5. Chief Fire Prevention Officer – no comment.
6. Bell Canada – no objection and no easement requested.
7. Ministry of Transportation – no comment.
8. Union Gas – no comment.
9. Economic Development Department – no comment.
10. North Bay Hydro – no comment.
11. Planning Department – *“The subject lands are designated ‘Residential’ in the City of North Bay’s Official Plan and are zoned ‘Residential First Density (R1)’ under Zoning By-law No. 28-80.*

*The City of North Bay and the Developer previously entered into the Memorandum of Understanding in 1998 which outlined options for the closure of Surrey Drive and the realignment of the road to connect with Kenreta Drive to the south. The applicant is approaching this end of the Draft Approved Plan of Subdivision and is now proposing to realign Surrey Drive. The City is agreeable to this.*

*It should be noted that the Road Closure should not be finalized until the Surrey Drive Phase 3 Plan of Subdivision is granted Final Approval from Council to ensure the existing registered lots on Surrey Drive continue to front on a municipal road.*

*The Developer has also submitted a severance application to realign the existing registered lots to front on the proposed new road (conditional upon the closure of this portion of Surrey Drive).*

*Schedule “A” attached shows the portion of road proposed for closure, the realigned Surrey Drive and reconfigured lots conditionally approved by the Committee of Adjustment.*

---

*There is no municipal requirement for the subject lands and the proposed closure and subsequent sale and development is appropriate."*

No further correspondence was received from any circulated internal department or external agency regarding this matter.

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## **RECOMMENDED OPTION / FINANCIAL IMPLICATIONS**

### Option 1:

Do not close the unopened portion of road allowance and do not declare these lands surplus to municipal needs. This option is not recommended because there is no municipal requirement for the subject property.

### Option 2:

- 1) That the application by the Miller and Urso Surveying Inc. to close an Unopened Portion of Road Allowance (Surrey Drive) as shown on Schedule 'A' attached to Report to Council CSBU 2013-30, be approved;
- 2) That Council declare that section of Surrey Drive road allowance as shown on Schedule 'A' attached to Report to Council CSBU 2013-XX, as surplus;
- 3) That the closure of the road allowance be subject to the granting of any required easements;
- 4) That the Chief Administrative Officer be authorized by Council to initiate normal closure procedures for the subject road allowance; and
- 5) That the closure of the Road Allowance not be finalized until the Surrey Drive Phase 3 Plan of Subdivision be granted Final Approval from City Council.

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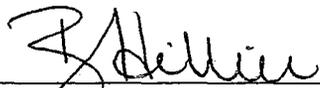
## **RECOMMENDED OPTION / FINANCIAL IMPLICATIONS**

Option 2 is the recommended option.

This option is the recommended option. The closure of this Road Allowance will allow for the realignment of Surrey Drive and a proper connection to Kenreta Drive to the south.

All costs associated with the road closure including, but not limited to, the application fee, advertising, survey and legal work, shall be borne by the Applicant. The requisite advertising, survey and legal work shall occur to the satisfaction of the City of North Bay.

Respectfully submitted,



\_\_\_\_\_  
Beverley Hillier, MCIP, RPP  
Manager, Planning Services

BH/dlb

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attach(s) Schedules and Application

We concur with this report and recommendations.



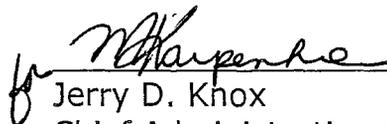
*for* \_\_\_\_\_  
Alan Korell, RPP, MCIP  
Managing Director, Engineering,  
Environmental Services & Public Works



\_\_\_\_\_  
Peter Chirico  
Managing Director, Community  
Services



\_\_\_\_\_  
Peter E.G. Leckie  
City Solicitor



\_\_\_\_\_  
Jerry D. Knox  
Chief Administrative Officer

Personnel Designated for Continuance: Manager, Planning Services





The Corporation of the City of North Bay  
Community Services Business Unit  
Planning Services

#2012-04



Application for Laneway Closure   
Application for Road or Road Allowance Closure

PLEASE READ BEFORE COMPLETING THIS APPLICATION

January 2012

Applications for road/lane closures should be filed in duplicate with Planning Services and must be accompanied by a copy of the site plan, as required, showing the portion(s) of the subject road or laneway applied for closure and appropriate fee.

Two (2) copies of the completed application accompanied by a fee of \$850.00 for a Laneway Closure Application or for a Road or Road Allowance Closure Application are required.

Please Print and Complete or (✓) Appropriate Box(es)

<b>SECTION 1: APPLICANT INFORMATION</b>		
1.1 Name of Owner(s). An owner's authorisation is required in Section 11.1, if the applicant is not the owner.		
Name of Owner(s) LAURENTIAN HEIGHTS LIMITED		Home Telephone No.
Business Telephone No 705-472-1270	Fax No. 705-472-2271	Email Address
Address 578 COPELAND STREET, NORTH BAY		Postal Code P1B 3C6
1.2 Agent/Applicant: Name of the person who is to be contacted about this application, if different than the owner. (This may be a person or a firm acting on behalf of the owner)		
Name of Applicant/Agent(s) MILLER AND URSO SURVEYING INC.		Home Telephone No.
Business Telephone No 705-472-5555	Fax No. 705-471-1783	Email Address ACURRAN@MUSQUEVEYING.CA
Address 1501 SEYMOUR STREET		Postal Code P1A 0C5
1.3 Communications to be between the Municipality and:		
Owner                      or                      Applicant/Agent                      or                      All		
<b>SECTION 2: DESCRIPTION OF ROAD/LANE APPLIED FOR CLOSURE (Complete applicable boxes in 2.1)</b>		
2.1 Location: Surrey Drive		
In the block bounded by: _____ and _____		
2.2 Legal Description:		
Abutting Lots 94 to 96		
Plan No. M-312		
<b>SECTION 3: PURPOSE OF APPLICATION</b>		
Describe why the closure of the road/lane is being requested: THE LOCATION OF THE ROAD HAS CHANGED FROM THE DRAFT PLAN.		
<b>SECTION 4: LAND USE</b>		
4.1 What is the existing Official Plan designation(s), of the subject land? RESIDENTIAL		
4.2 What is the existing Zoning? RESIDENTIAL FIRST DENSITY (R1)		
<b>SECTION 5: OTHER INFORMATION</b>		
Is there any other information that you think may be useful to the Municipality or other agencies in reviewing this application? If so, explain below or attach on a separate page		

**SECTION 6: CONSENT OF ABUTTING OWNERS:**

APPLICANTS SHOULD BE AWARE THAT THE WRITTEN CONSENT OF ALL ABUTTING PROPERTY OWNERS IS DESIRABLE FOR APPROVAL.

THE FOLLOWING SPACE PROVIDED MUST BE SIGNED BY ALL ABUTTING PROPERTY OWNERS, SIGNIFYING THEIR CONSENT TO THE APPLICATION TO CLOSE THE ROAD/LANEWAY. (IF INSUFFICIENT SPACE, PLEASE ATTACH A SEPARATE SHEET).

SHOULD THE ABUTTING PROPERTY OWNERS CHOOSE TO ACCEPT A DEED TO ONE HALF THE ROAD/LANE WIDTH THEY CONSENT TO PAY THEIR SHARE OF ADVERTISING, LEGAL, SURVEY AND APPRAISAL COSTS, WHERE APPLICABLE.

AN EXPLANATION WILL BE REQUIRED IN RELATION TO ANY ABUTTING PROPERTY OWNER WHO DOES NOT CONSENT OR CHOOSES NOT TO ACQUIRE THE ONE HALF OF THE ROAD/LANEWAY ABUTTING THEIR PROPERTY.

Name	Address	I/we wish to acquire the one half of the road/laneway abutting my/our property Yes or No. If No, why?

**SECTION 7: AUTHORIZATION**

7.1 If the applicant is not the owner of the land that is the subject of this application, the written authorisation of the owner that the applicant is authorised to make the application must be included with this form or the authorisation set out below must be completed.

**AUTHORIZATION OF OWNER FOR AGENT TO MAKE THE APPLICATION**  
LAURENTIAN HEIGHTS LIMITED

I, \_\_\_\_\_, am the owner of the land that is subject of this application and I authorize \_\_\_\_\_ to make this application on my behalf.

Dec 3/12  
Date

MILLER + URSO SURVEYING INC.  
  
Signature of Owner

7.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorisation of the owner concerning personal information set out below

**AUTHORIZATION OF OWNER FOR AGENT TO PROVIDE PERSONAL INFORMATION**  
LAURENTIAN HEIGHTS LIMITED

I, \_\_\_\_\_, am the owner of the land that is the subject of this application and for the purpose of the Freedom of Information and Protection of Privacy Act,

I authorize MILLER AND URSO SURVEYING INC. as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

Dec 3/12  
Date

  
Signature of Owner

7.3 Consent of Owner - Complete the consent of the owner concerning personal information set out below

**CONSENT OF THE OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION**  
LAURENTIAN HEIGHTS LIMITED

I, \_\_\_\_\_, am the owner of the land that is the subject of this application and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

Dec 3/12  
Date

  
Signature of Owner

**SECTION 8 - CHECK LIST**

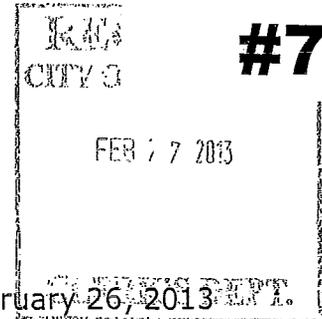
Applicants check list: HAVE YOU REMEMBERED TO ATTACH:

- 2 copies of the complete application form
- 2 copies of the required site plan
- the required fee of \$850.00 payable to the City of North Bay



# City of North Bay

## Report to Council



Report No: CORP 2013 - 29

Date: February 26, 2013

Originator: Margaret Karpenko

Subject: Integrated Software Solution 2013 Capital Budget Allocation

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### RECOMMENDATION:

That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the 2013 Integrated Software Solution Capital Project, being Capital Project No. 3205GG at a net debenture cost of \$50,000.

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### BACKGROUND:

The 2013 Capital Budget was passed by Council Resolution No. 2013-49 at its regular meeting held on February 4, 2013. Included in the 2013 budget was \$50,000 for the Integrated Software Solution Capital Project.

The City has been using SunGard Public Sector (formerly HTE) software since 2000. The applications include general ledger, cash, purchasing/inventory, billing (water/tax), building, fleet work orders, code enforcement, human resources, payroll and licensing. As technologies change, it is appropriate to re-evaluate the current system, evaluate other systems and determine if an alternative solution can provide enhancements to service delivery and administrative efficiencies.

The 2013 capital allocation will be used to identify firms with the required expertise and demonstrated experience to assist the City of North Bay in preparing a business case to support the implementation of an Enterprise Resource Planning System (ERP). The City also requires assistance in the preparation of process documentation and assessment of our overall business readiness to facilitate implementation of an ERP. The City of North Bay's vision for its ERP project is to implement an integrated ERP that supports staff in delivery of municipal programs and services, takes advantages of best practices, and significantly improves the efficiency and effectiveness of the City's work processes.

---

### TIMELINES:

This capital project is estimated to be completed and funded over the next several years. This first year component will be substantially complete by September 31, 2013 and will form the detailed plan for the remaining years.

The implementation period is considered fair and reasonable if all assumptions are realized. As the capital project progresses any major variances will be

communicated to Council via the semi-annual Capital Status Reports or if required by a Report to Council.

Schedule to the proposed By-Law for consideration of Council:

Contract	\$47,619
Temporary financing and contingency	<u>\$ 2,381</u>
NET DEBENTURE COST	<u>\$50,000</u>

---

**ANALYSIS / OPTIONS:**

**Option # 1:**

Not to approve the preparation of a Capital By-Law. Any potential benefits and efficiencies will be lost if the project is not approved.

**Option # 2:**

To approve the \$50,000 allocation as adopted in the Capital Budget and that the City Clerk prepare a Capital Expenditure By-Law for the 2013 Capital allocation.

---

**RECOMMENDED OPTION / FINANCIAL IMPLICATIONS:**

**Option # 2** is recommended.

That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the 2013 Integrated Software Solution Capital Project, being Capital Project No. 3205GG at a net debenture cost of \$50,000.

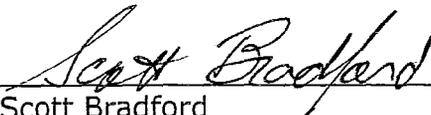
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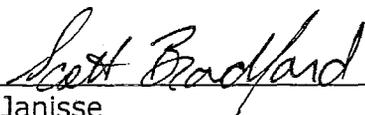
Respectfully submitted,

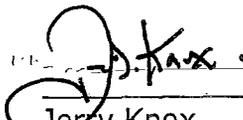
  
\_\_\_\_\_  
Margaret Karpenko, CMA  
Chief Financial Officer / Treasurer

We concur in this report and recommendation.

  
\_\_\_\_\_  
Laura Boissonneault, CGA  
Supervisor of Budgets & Financial Reporting

  
\_\_\_\_\_  
Scott Bradford  
Director, Information Systems

per   
\_\_\_\_\_  
Lea Janisse  
Managing Director, Corporate Services

  
\_\_\_\_\_  
Jerry Knox  
Chief Administrative Officer

Personnel designated for continuance: Chief Financial Officer

Attachment: Capital Project Information Sheet

## Project Summary

<b>Project Number:</b>	3205GG	
<b>Title:</b>	INTEGRATED SOFTWARE SOLUTION	
<b>Asset Type:</b>	MACHINERY & EQUIPMENT - General Government	
<b>Division:</b>	Capital - Corporate Services	
<b>Budget Year:</b>	2012	
<b>Scenario Name:</b>	Main	<b>Active:</b> Yes
<b>Budget Status:</b>	Council Approved	
<b>Regions:</b>		
<b>Project Type:</b>	GENERAL GOVERNMENT	

<b>Project Description</b>				<b>Project Comments</b>			
The City of North Bay has used Navline HTE (now SunGard Public Sector) for the past ten years. The applications include general ledger, cash, purchasing/inventory, billing (water/tax), building, fleet, work orders, code enforcement, human resources, payroll transit, and licensing. Due to changing technologies it is appropriate to re-evaluate the current system, evaluate other systems and determine if an alternative solution can provide enhancements in service delivery and administrative efficiencies can be gained.				City of North Bay is pursuing an integrated ERP strategy to reduce the overall cost of technology ownership, to enhance processes and data integration, reporting and to reduce complexity and duplication of tasks.			
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2012</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>				
2013	50,000	50,000	0				
2014	50,000	50,000	0				
2015	900,000	900,000	0				
2016	1,000,000	1,000,000	0				
	<b>2,000,000</b>	<b>2,000,000</b>	<b>0</b>				
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Project Partner</b>	<b>Manager</b>	<b>Est. Completion Date</b>			
2011			SCOTT BRADFORD				

FEB 27 2013

CLERK'S DEPT.

**City of North Bay**

**Report to Council**

Report No: CORP 2013 - 22

Date: February 21, 2013

Originator: Al Lang

Subject: Capitol Centre 2013 Capital Budget Allocation

**RECOMMENDATION:**

That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the 2013 Capitol Centre Capital Projects, being Capital Project No. 61350C, at a net debenture cost of \$179,000.

**BACKGROUND:**

The 2013 Capital Budget was passed by Council Resolution No. 2013-49 at its regular meeting held on February 4, 2013. Included in the 2013 budget was \$179,000 for the Capitol Centre. This request is \$21,000 less than the 2012 approved capital budget. The Capitol Centre Board believes this level of capital expenditure will meet their requirements while still maintaining a viable business. Structural and mechanical issues identified from the Building Condition Assessment make up the major capital items for 2013. Specific details of the 2013 priorities are on the attached request form.

**TIMELINES:**

This capital project is comprised of a series of different works, is estimated to be completed during 2013, and will be initiated immediately. The project is expected to be substantially complete by December 31, 2013.

The implementation period is considered fair and reasonable if all assumptions are realized. As the capital project progresses any major variances will be communicated to Council via the semi-annual Capital Status Reports or if required by a Report to Council.

Schedule to the proposed By-Law for consideration of Council:

Capital Upgrades and Building Improvements	\$170,476
Temporary financing and contingency	\$ 8,524
<b>NET DEBENTURE COST</b>	<b>\$179,000</b>

---

**ANALYSIS / OPTIONS:**

**Option # 1:**

Not to approve the preparation of a Capital By-Law, thus delaying the improvements to the Capitol Centre building.

**Option # 2:**

To approve the \$179,000 allocation as adopted and that the City Clerk prepare a Capital Expenditure By-Law for the 2013 Capital allocation.

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**RECOMMENDED OPTION / FINANCIAL IMPLICATIONS:**

**Option # 2** is recommended.

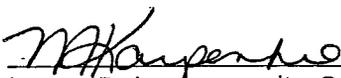
That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the 2013 Capitol Centre Capital Projects, being Capital Project No. 61350C, at a net debenture cost of \$179,000.

---

Respectfully submitted,

  
\_\_\_\_\_  
Al Lang, CGA  
Manager, Policy, Investments & Grants

We concur in this report and recommendation.

  
\_\_\_\_\_  
Laura Boissonneault, CGA  
Supervisor of Budgets & Financial Reporting

  
\_\_\_\_\_  
Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer

  
\_\_\_\_\_  
Jerry Knox  
Chief Administrative Officer

Personnel designated for continuance: Chief Financial Officer

Attachments: Capital Project Information Sheet  
2013 Capital Request

## Project Summary

<b>Project Number:</b>	61350C	<b>Active:</b>	Yes
<b>Title:</b>	CAPITOL CENTRE 2013 ON-GO		
<b>Asset Type:</b>	BUILDINGS - Commercial & Industrial		
<b>Division:</b>	Capital - Local Boards & Commissions		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main		
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>			

<b>Project Description</b>				<b>Project Comments</b>			
This project provides for an on-going program of repairs and maintenance to the Capitol Centre.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	179,000	179,000	0	<b>Expense</b>			
2014	179,000	179,000	0	3425	CONSTRUCTION CONTRACT		170,476
2015	179,000	179,000	0	4005	INTERNAL INTEREST CHARGES		6,734
2016	179,000	179,000	0	7010	ADMINISTRATON & OVERHEAD		1,790
2017	179,000	179,000	0			<b>Total Expense:</b>	<b>179,000</b>
2018	200,000	200,000	0	<b>Revenue</b>			
2019	200,000	200,000	0	0461	TSF FRM REV FUND-PAYGO		179,000
2020	200,000	200,000	0			<b>Total Revenue:</b>	<b>179,000</b>
2021	200,000	200,000	0				
2022	200,000	200,000	0				
	<u>1,895,000</u>	<u>1,895,000</u>	<u>0</u>				
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>		<b>Manager</b>			<b>Completion Date</b>
2013		N/A		MARGARET KARPENKO			Dec 31, 2013

**CAPITAL BUDGET FORECAST - YEARS 2013 - 2023**

Capitol Centre

10 years - submitted by Dee Adrian, General Manager, Capitol Centre

<b>2013 CAPITAL REQUEST</b>	<b>\$179,000.00</b>
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Continuing Upgrades:

Structural Issues Identified from Building Condition Assessment \$20,000.00

Renovations to kitchen to address accessibility issues: \$10,000.00

Mechanical Issues Identified from Building Condition Assessment

Chiller Phase I \$48,000.00

Chiller Phase II \$57,000.00

Video switcher \$12,000.00

House Lighting Replacement \$15,000.00

Continuing Theatrical Light Replacement: \$10,000.00

Contingency: }

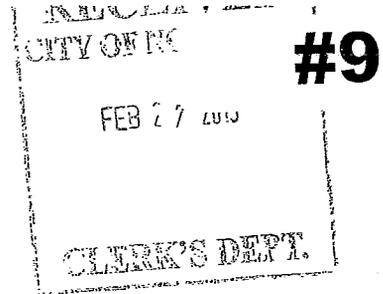
Financing: }

8,524

<b>TOTAL CAPITAL EXPENDITURES:</b>	<b>\$179,000.00</b>
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# City of North Bay

## Report to Council



Report No: CORP 2013 - 23

Date: February 21, 2013

Originator: Al Lang

Subject: North Bay Mattawa Conservation Authority 2013 Capital Budget Allocation

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### RECOMMENDATION:

That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the 2013 North Bay Mattawa Conservation Authority Capital Projects, being Capital Project No. 6136CA, at a net debenture cost of \$552,880.

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### BACKGROUND:

The 2013 Capital Budget was passed by Council Resolution No. 2013-49 at its regular meeting held on February 4, 2013. Included in the 2013 budget was \$552,880 for the North Bay Mattawa Conservation Authority. Details of their capital forecast are attached to this report.

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### TIMELINES:

This capital project is comprised of a number of works that are estimated to be completed during 2013, and will be initiated immediately. The project is expected to be substantially complete by December 31, 2013.

The implementation period is considered fair and reasonable if all assumptions are realized. As the capital project progresses any major variances will be communicated to Council via the semi-annual Capital Status Reports or if required by a Report to Council.

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Schedule to the proposed By-Law for consideration of Council:

Capital Works on Conservation Area Lands/Trails, Water and Erosion Control, Central Services, Watershed Studies and DIA Regulations	\$526,552
Temporary financing and contingency	\$ 26,328
<b>NET DEBENTURE COST</b>	<b><u>\$552,880</u></b>

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**ANALYSIS / OPTIONS:**

**Option # 1:**

Not to approve the preparation of a Capital By-Law, thus delaying the programs for which the North Bay Mattawa Conservation Authority is responsible for.

**Option # 2:**

To approve the \$552,880 levy as adopted and that the City Clerk prepare a Capital Expenditure By-Law for the 2013 capital allocation.

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**RECOMMENDED OPTION / FINANCIAL IMPLICATIONS:**

**Option # 2** is recommended.

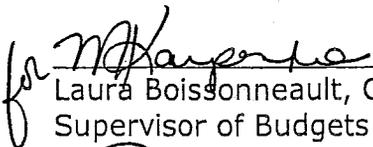
That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the 2013 North Bay Mattawa Conservation Authority Capital Projects, being Capital Project No. 6136CA, at a net debenture cost of \$552,880.

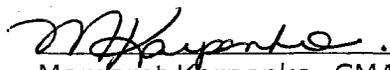
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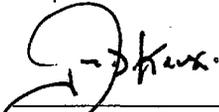
Respectfully submitted,

  
\_\_\_\_\_  
Al Lang, CGA  
Manager, Policy, Investments & Grants

We concur in this report and recommendation.

  
\_\_\_\_\_  
for Laura Boissonneault, CGA  
Supervisor of Budgets & Financial Reporting

  
\_\_\_\_\_  
Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer

  
\_\_\_\_\_  
Jerry Knox  
Chief Administrative Officer

Personnel designated for continuance: Chief Financial Officer

Attachments: Capital Project Information Sheet  
2013 Capital Forecast

### Project Summary

<b>Project Number:</b>	6136CA	<b>Active:</b>	Yes
<b>Title:</b>	NORTH BAY MATTAWA CONSERVATION AUTHORITY 2013 ON-GO		
<b>Asset Type:</b>	BUILDINGS - Commercial & Industrial		
<b>Division:</b>	Capital - Local Boards & Commissions		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main		
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>			

<b>Project Description</b>				<b>Project Comments</b>			
This project provides for an on-going program of capital works undertaken by the North Bay / Mattawa Conservation Authority.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	552,880	552,880	0	<b>Expense</b>			
2014	561,440	561,440	0	3425	CONSTRUCTION CONTRACT		526,552
2015	550,000	550,000	0	4005	INTERNAL INTEREST CHARGES		20,799
2016	771,000	771,000	0	7010	ADMINISTRATON & OVERHEAD		5,529
2017	788,000	788,000	0			<b>Total Expense:</b>	<b>552,880</b>
2018	75,000	75,000	0	<b>Revenue</b>			
2019	75,000	75,000	0	0461	TSF FRM REV FUND-PAYGO		552,880
2020	75,000	75,000	0			<b>Total Revenue:</b>	<b>552,880</b>
2021	75,000	75,000	0				
2022	75,000	75,000	0				
	<u>3,598,320</u>	<u>3,598,320</u>	<u>0</u>				
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2013		N/A	MARGARET KARPENKO			Dec 31, 2013	

**NBMCA Capital Forecast  
For the Five Year Period of 2013 to 2017  
For the City of North Bay**

YEARS	PROGRAM AREA												
	CA Lands/Trails		WECI		Central Services		Watershed Studies		DIA Regulations		Total	Total	Total
	Benefitting	Non-Benefitting	Benefitting	Non-Benefitting	Benefitting	Non-Benefitting	Benefitting	Non-Benefitting	Benefitting	Non-Benefitting	Benefitting	Non-Benefitting	
2012	0	73600	50000	0	0	44000	175000	32800	0	93600	225000	244000	469000
2013	0	133280	75000	0	0	44000	175000	29600	0	96000	250000	302880	* 552880
2014	0	116840	75000	0	0	44000	200000	29600	0	96000	275000	286440	561440
2015	0	100600	75000	0	0	44000	200000	32000	0	98400	275000	275000	550000
2016	200000	100000	75000	0	0	65600	200000	32000	0	98400	475000	296000	771000
2017	150000	105000	125000	0	0	65600	210000	34000	0	98400	485000	303000	788000

**Notes:**

Previous Year  
Current Year

\* includes adjustment.

Please note after a discussion with the City's CFO, the North Bay payment on the Board approved 2012 capital levy was reduced by \$32520 in the CA Lands and Trails Budget. It was agreed that this amount would be recovered by adding it to the 2013 capital levy.

**Descriptions:**

- CA Lands/Trails      Activities in support of public access and use of CA owned properties including such things as trails, boardwalks, bridges, picnic tables, washrooms, signage, parking lots and roads.
- WECI                      Activities to support major maintenance and capital improvements or repair to water and erosion control structures. This may include studies related to these works.
- Central Services      Capital or major maintenance in support of workshops, buildings, large vehicles and other types of structures or equipment required as part the overall CA program
- Watershed Technical Studies      Planning and Technical studies to determine types of hazard or natural heritage lands that the CA is responsible for managing or regulating including floodplain mapping, and watershed planning projects
- DIA Regulations      Expenses related to the implementation of the DIA regulations of the conservation authority.

# City of North Bay

## Report to Council

REPORT  
OF  
CITY CLERK  
#10  
FEB 27 2013  
CLERK'S DEPT.  
Date: February 21, 2013

Report No: CORP 2013 - 24

Originator: Al Lang

Subject: North Bay Police Services 2013 Capital Budget Allocation

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### RECOMMENDATION:

That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the 2013 North Bay Police Services Capital Projects, being Capital Project No. 6137PD at a net debenture cost of \$347,795.

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### BACKGROUND:

The 2013 Capital Budget was passed by Council Resolution No. 2013-49 at its regular meeting held on February 4, 2013. Included in the 2013 budget was \$347,795 for the North Bay Police Services Board. Details of their Proposed Capital Budget are attached to this report.

---

### TIMELINES:

This capital project is comprised of a number of items that are estimated to be completed during 2013, and will be initiated immediately. The project is expected to be substantially complete by December 31, 2013.

The implementation period is considered fair and reasonable if all assumptions are realized. As the capital project progresses any major variances will be communicated to Council via the semi-annual Capital Status Reports or if required by a Report to Council.

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Schedule to the proposed By-Law for consideration of Council:

Vehicle Replacements	\$210,000
LiveScan	\$ 71,233
Network Switches	\$ 30,000
Tsunami Microwave Bridge	<u>\$ 20,000</u>
	\$331,233
Temporary financing and contingency	<u>\$ 16,562</u>
NET DEBENTURE COST	<u>\$347,795</u>

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**ANALYSIS / OPTIONS:**

**Option # 1:**

Not to approve the preparation of a Capital By-Law. This would delay the implementation of the Police Services Capital Projects and negatively impact the services that they provide to the community.

**Option # 2:**

To approve the \$347,795 allocation as adopted in the Capital Budget and that the City Clerk prepare a Capital Expenditure By-Law for the 2013 Capital allocation.

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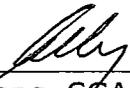
**RECOMMENDED OPTION / FINANCIAL IMPLICATIONS:**

**Option # 2** is recommended.

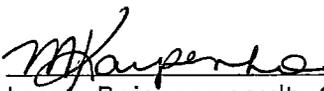
That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the 2013 North Bay Police Services Capital Projects, being Capital Project No. 6137PD at a net debenture cost of \$347,795.

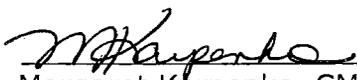
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Respectfully submitted,

  
\_\_\_\_\_  
Al Lang, CGA  
Manager, Policy, Investments & Grants

We concur in this report and recommendation.

*for*   
\_\_\_\_\_  
Laura Boissonneault, CGA  
Supervisor of Budgets & Financial Reporting

  
\_\_\_\_\_  
Margaret Karpenko, CMA.  
Chief Financial Officer / Treasurer

  
\_\_\_\_\_  
Jerry Knox  
Chief Administrative Officer

Personnel designated for continuance: Chief Financial Officer

Attachments: Capital Project Information Sheet  
2013 Proposed Capital Budget

**Project Summary**

<b>Project Number:</b>	6137PD		
<b>Title:</b>	NORTH BAY POLICE SERVICES 2013 ON-GO		
<b>Asset Type:</b>	VEHICLES - Police		
<b>Division:</b>	Capital - Local Boards & Commissions		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main	<b>Active:</b>	Yes
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>			

<b>Project Description</b>				<b>Project Comments</b>			
This project provides for an on-going program of vehicle replacement and other capital programs.				2013 projects: LiveScan \$71,233, Vehicle Replacements \$210,000, Tsunami Microwave Bridge \$20,000, Network Switches \$30,000			
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	347,795	347,795	0	<b>Expense</b>			
2014	348,600	348,600	0	4005	INTERNAL INTEREST CHARGES	13,084	
2015	479,850	479,850	0	5010	MACHINERY & EQUIPMENT	331,233	
2016	446,250	446,250	0	7010	ADMINISTRATON & OVERHEAD	3,478	
2017	294,000	294,000	0			<b>Total Expense:</b>	<b>347,795</b>
2018	294,000	294,000	0	<b>Revenue</b>			
2019	294,000	294,000	0	0461	TSF FRM REV FUND-PAYGO	347,795	
2020	294,000	294,000	0			<b>Total Revenue:</b>	<b>347,795</b>
2021	294,000	294,000	0				
2022	294,000	294,000	0				
	<b>3,386,495</b>	<b>3,386,495</b>	<b>0</b>				
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2013			PAUL COOK			Dec 31, 2013	

**Proposed Capital Budget  
2013-2022 NBPS**



<u>Year</u>	<u>Project</u>	
2013	LiveScan	\$ 71,233.00
2013	Vehicle Replacements	\$ 210,000.00
2013	Tsunami Microwave Bridge	\$ 20,000.00
2013	Network Switches	\$ 30,000.00
	<b>TOTAL PROPOSED REQUEST</b>	<b>\$ 331,233.00</b>
2014	Infrastructure	\$ 32,000.00
2014	Vehicle Replacements	\$ 250,000.00
2014	Tsunami Microwave Bridge	\$ 20,000.00
2014	Network Switches	\$ 30,000.00
	<b>TOTAL PROPOSED REQUEST</b>	<b>\$ 332,000.00</b>
2015	Vehicle Replacements	\$ 250,000.00
2015	Radio Upgrades	\$ 175,000.00
	<b>TOTAL PROPOSED REQUEST</b>	<b>\$ 425,000.00</b>
2016	Vehicle Replacements	\$ 250,000.00
2016	Radio Upgrades	\$ 175,000.00
	<b>TOTAL PROPOSED REQUEST</b>	<b>\$ 425,000.00</b>
2017	Technology Upgrades	\$ 30,000.00
2017	Vehicle Replacements	\$ 250,000.00
	<b>TOTAL PROPOSED REQUEST</b>	<b>\$ 280,000.00</b>
2018	Technology Upgrades	\$ 30,000.00
2018	Vehicle Replacements	\$ 250,000.00
	<b>TOTAL PROPOSED REQUEST</b>	<b>\$ 280,000.00</b>
2019	Technology Upgrades	\$ 30,000.00
2019	Vehicle Replacements	\$ 250,000.00
	<b>TOTAL PROPOSED REQUEST</b>	<b>\$ 280,000.00</b>
2020	Technology Upgrades	\$ 30,000.00
2020	Vehicle Replacements	\$ 250,000.00
	<b>TOTAL PROPOSED REQUEST</b>	<b>\$ 280,000.00</b>
2021	Vehicle Replacements	\$ 250,000.00
2021	Infrastructure replacements	\$ 30,000.00
	<b>TOTAL PROPOSED REQUEST</b>	<b>\$ 280,000.00</b>
2022	Vehicle Replacements	\$ 250,000.00
2022	Infrastructure replacements	\$ 30,000.00
	<b>TOTAL PROPOSED REQUEST</b>	<b>\$ 280,000.00</b>

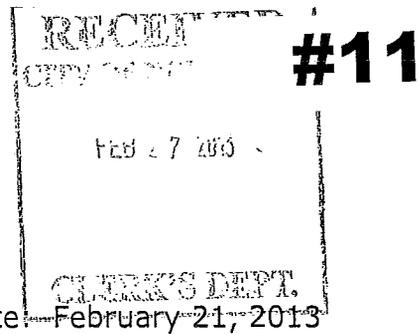
*PLUS TEMPORARY FINANCING + CONTINGENCY \$6,562*

**Total 10 year proposed capital spending**  
**\*\* note this is to be revisited each Sept.**

**\$ 3,193,233.00**

**City of North Bay**

**Report to Council**



Report No: CORP 2013 - 25

Date: February 21, 2013

Originator: Al Lang

Subject: North Bay Public Library 2013 Capital Budget Allocation

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**RECOMMENDATION:**

That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the 2013 North Bay Public Library Capital Projects, being Capital Project No. 6138LB at a net debenture cost of \$260,400.

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**BACKGROUND:**

The 2013 Capital Budget was passed by Council Resolution No. 2013-49 at its regular meeting held on February 4, 2013. Included in the 2013 budget was \$260,400 for the North Bay Public Library. The budget includes works that will result in significant energy savings and are health, safety and security related. Specific details of the budget are attached to this report.

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**TIMELINES:**

This capital project is comprised of several items that are estimated to be completed during 2013, and will be initiated immediately. The project is expected to be substantially complete by December 31, 2013.

The implementation period is considered fair and reasonable if all assumptions are realized. As the capital project progresses any major variances will be communicated to Council via the semi-annual Capital Status Reports or if required by a Report to Council.

---

Schedule to the proposed By-Law for consideration of Council:

Building improvements	\$248,000
Temporary financing and contingency	<u>\$ 12,400</u>
NET DEBENTURE COST	<u>\$260,400</u>

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**ANALYSIS / OPTIONS:**

**Option # 1:**

Not to approve the preparation of a Capital By-Law. Any delays or deferment of the implementation of the Public Library Capital Projects would have a negative impact on the services provided to the community.

**Option # 2:**

To approve the \$260,400 allocation as adopted in the Capital Budget and that the City Clerk prepare a Capital Expenditure By-Law for the 2013 Capital allocation.

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**RECOMMENDED OPTION / FINANCIAL IMPLICATIONS:**

**Option # 2** is recommended.

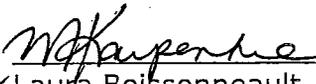
That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the 2013 North Bay Public Library Capital Projects, being Capital Project No. 6138LB at a net debenture cost of \$260,400.

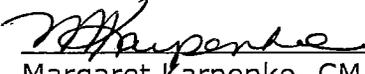
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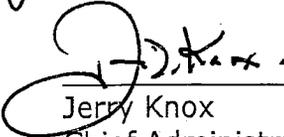
Respectfully submitted,

  
\_\_\_\_\_  
Al Lang, CGA  
Manager, Policy, Investments & Grants

We concur in this report and recommendation.

*for*   
\_\_\_\_\_  
Laura Boissonneault, CGA  
Supervisor of Budgets & Financial Reporting

  
\_\_\_\_\_  
Margaret Karpenko, CMA.  
Chief Financial Officer / Treasurer

  
\_\_\_\_\_  
Jerry Knox  
Chief Administrative Officer

Personnel designated for continuance: Chief Financial Officer

Attachments: Capital Project Information Sheet  
2013 Capital Budget

## Project Summary

<b>Project Number:</b>	6138LB		
<b>Title:</b>	NORTH BAY PUBLIC LIBRARY 2013 ON-GO		
<b>Asset Type:</b>	BUILDINGS - Library		
<b>Division:</b>	Capital - Local Boards & Commissions		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main	<b>Active:</b>	Yes
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>			

<b>Project Description</b>				<b>Project Comments</b>			
This project provides for an on-going program of repairs, maintenance and other capital needs at the North Bay Public Library.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	260,400	260,400	0	<b>Expense</b>			
2014	200,000	200,000	0	3425	CONSTRUCTION CONTRACT	248,000	
2015	200,000	200,000	0	4005	INTERNAL INTEREST CHARGES	9,796	
2016	500,000	500,000	0	7010	ADMINISTRATON & OVERHEAD	2,604	
2017	500,000	500,000	0	<b>Total Expense:</b>		<b>260,400</b>	
2018	200,000	200,000	0	<b>Revenue</b>			
2019	200,000	200,000	0	0461	TSF FRM REV FUND-PAYGO	260,400	
2020	200,000	200,000	0	<b>Total Revenue:</b>		<b>260,400</b>	
2021	200,000	200,000	0				
2022	200,000	200,000	0				
	<u>2,660,400</u>	<u>2,660,400</u>	<u>0</u>				
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2013			RON MIMEE			Dec 31, 2013	

**BUDGET**

HVAC units & roof	\$140,000.00
Book Security Gates	\$35,000.00
Security Cameras	\$18,000.00
Ergonomic Furniture	<u>\$55,000.00</u>
	\$248,000.00
Financing 5%	<u>\$12,400.00</u>
	\$260,400.00

Note: the Library currently has an approved line of \$300,000.00 in the 2013 Capital Budget.

**Capital Budget  
North Bay Public Library  
2013**

1. Replacement of old HVAC units on library roof, fiction area. These units date from the 1970's. Replacing all three units and re-engineering the duct work will result in significant savings in energy use. The Library's program of upgrades and replacement has seen an 18% drop in utility costs over the last four years. This project includes the replacement of the roof which was installed in 1985 and is starting to deteriorate.

Estimated cost \$140,000.00

2. The purchase of ergonomic furniture for staff work areas. The library staff work area furniture consists of old desks, out dated and non-adjustable computer desks and shelving. All this furniture does not meet code. The Ministry of Labour has been in several times to review specific situations and has issued a work order to effect change. Ergonomics has been identified as the number two priority in the City of North Bay's Health and Safety Agenda.

Estimated cost \$55,000.00

3. Installation of security cameras. In 2012 the library experienced an increase in theft and drug use. The police were called on several occasions. They highly recommend the installation of cameras both inside the library and outside the exits. This project is also in line with the new security review currently being conducted at City Hall.

Estimated cost \$18,000.00

4. Replacement of book security protection gates. These gates protect the library from unlawful removal of library material. As the library has 2 exits, 2 sets of gates are required. The current units were purchased in the 1980's, parts are not available and repairs are difficult.

Estimated cost \$35,000.00

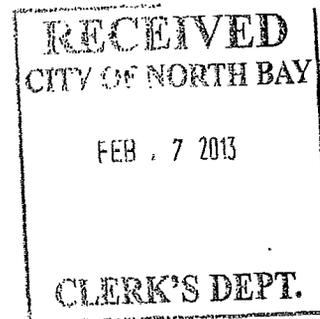
Ten Year Capital Budget

2013-2022

North Bay Public Library

<b>2013</b>	HVAC & roof replacement Ergonomic Furniture Security Cameras Book security gates	\$260,400.00
<b>2014</b>	Pointing and sealing brickwork Purchase microfilm reader Computer upgrades Upgrades of e-book capacity Carpet & tile replacement Painting & repairs	\$200,000.00
<b>2015</b>	Review and evaluation of circulation & Online catalogue system with intent to upgrade Or replace. General maintenance & repair	\$200,000.00
<b>2016</b>	Re-evaluation of installation of new elevator, Staircase and renovation of Audio-Visual Department Upgrades to code, re AODA Building and Electrical codes General maintenance & painting	\$500,000.00
<b>2017</b>	Re-evaluation of installation of new elevator, Staircase and renovation of Audio-Visual Department Upgrades to codes re AODA Building and Electrical codes General Maintenance & painting	\$500,000.00
<b>2018</b>	Review, replacement or enhancement of Infrastructure General maintenance	\$200,000.00
<b>2019</b>	Review, replacement or enhancement of Infrastructure General maintenance	\$200,000.00

<b>2020</b>	Review, replacement or enhancement of Infrastructure General maintenance	\$200,000.00
<b>2021</b>	Review, replacement or enhancement of Infrastructure General maintenance	\$200,000.00
<b>2022</b>	Review, replacement or enhancement of Infrastructure General maintenance	\$200,000.00



City of North Bay  
Report to Council

Report No.: EESW-2013-005

Date: February 7, 2013

Originator: Angela Cox  
Manager, Finance and Administration  
Engineering, Environmental Services and Works

Subject: 2013 Capital Budget Project – 3307SS WWTP – Return Sludge Pumps and Controls- Replacement

**RECOMMENDATION**

That a capital expenditure by-law is prepared for Council's consideration to authorize the replacement of the return sludge pumps and controls at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3307SS, in the amount of \$75,000.

**BACKGROUND**

This project provides for the replacement of the return sludge pumps and controls which have reached the end of their useful life and are beyond repair or rehabilitation.

The project is funded in 2013 and 2014. In this current 2013 Capital Budget project #3307SS has \$75,000 as a net debenture cost and a balance budget of \$50,000 which will be funded in 2014.

A schedule of the proposed by-law is submitted for Council's consideration.

Construction Contract	\$71,429
Financing costs	\$2,821
Administration & Overhead	\$750
Net Debenture Costs	\$75,000

The capital project is estimated to be completed December 31, 2014 and will be immediately initiated. Project is expected to be substantially completed by April 30, 2014.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

**OPTION/ANALYSIS**

**Option 1 – Proceed with the Authorizing By-law**

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$75,000 for replacement of the return sludge pumps and controls project. This option is recommended.

**Option 2 – Cancel outright or reduce expenditure**

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, it could potentially cause a system failure. If a system failure were to occur, the Sanitary Sewer Plant could be forced to release excess waste into Nipissing Lake. This option is not recommended.

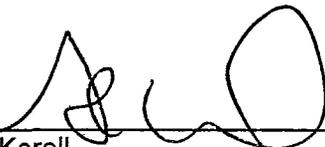
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**RECOMMENDATION**

That a capital expenditure by-law is prepared for Council's consideration to authorize the replacement of the return sludge pumps and controls at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3307SS, in the amount of \$75,000.

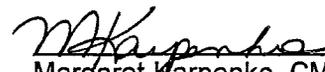
Respectfully submitted,

  
\_\_\_\_\_  
Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services and works

  
\_\_\_\_\_  
Alan Korell  
Managing Director Engineering,  
Environmental Services & Works

We concur in this report and recommendation.

*for:*   
\_\_\_\_\_  
Laura Boissonneault, CGA  
Supervisor of Budgets and Financial Reporting

  
\_\_\_\_\_  
Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer

  
\_\_\_\_\_  
Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratt

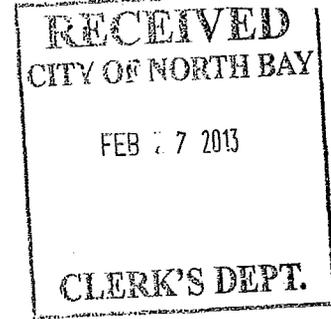
Attachments: Capital Budget Status Sheets

Copy for: Cathy Conrad

## Project Summary

<b>Project Number:</b>	3307SS		
<b>Title:</b>	WWTP - RETURN SLUDGE PUMPS AND CONTROLS - REPLACEMENT		
<b>Asset Type:</b>	INFRASTRUCTURE - Sanitary		
<b>Division:</b>	Capital - Sewer		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main	<b>Active:</b>	Yes
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>			

<b>Project Description</b>				<b>Project Comments</b>			
This project will replace the return sludge pumps and controls which have reached the end of their useful life and are beyond repair or rehabilitation.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	75,000	75,000	0	<b>Expense</b>			
2014	50,000	50,000	0	3425	CONSTRUCTION CONTRACT	71,429	
	125,000	125,000	0	4005	INTERNAL INTEREST CHARGES	2,821	
				7010	ADMINISTRATON & OVERHEAD	750	
					<b>Total Expense:</b>	75,000	
				<b>Revenue</b>			
				0400	SS - PAY AS YOU GO	75,000	
					<b>Total Revenue:</b>	75,000	
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2013	Jan 1, 2013	15 YEARS	ALAN KORELL			Dec 31, 2014	



City of North Bay  
Report to Council

Report No.: EESW-2013-006

Date: February 7, 2013

Originator: Angela Cox  
Manager, Finance and Administration  
Engineering, Environmental Services and Works

Subject: 2013 Capital Budget Project – 3308SS WWTP – Electrical Upgrades

**RECOMMENDATION**

That a capital expenditure by-law is prepared for Council's consideration to authorize the WWTP electrical upgrades for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3308SS, in the amount of \$175,000.

**BACKGROUND**

This project provides for the electrical upgrades to the Sanitary Sewer Plant which includes replacing and repairing conduits, MCC's, process controls, SCADA, lighting and various electrical components.

The project is funded over five years from 2013-2017. In this current 2013 Capital Budget project #3308SS has \$175,000 as a net debenture cost. The total budget cost for this project is \$925,000.

A schedule of the proposed by-law is submitted for Council's consideration.

Construction Contract	\$166,667
Financing costs	\$6,583
Administration & Overhead	\$1,750
Net Debentured Costs	<u>\$175,000</u>

The capital project is estimated to be completed December 31, 2017 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2017.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council

**OPTION/ANALYSIS**

**Option 1 – Proceed with the Authorizing By-law**

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$175,000 for the electrical repairs required at the Sanitary Sewage Plant. This option is recommended.

**Option 2 – Cancel outright or reduce expenditure**

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, it would delay the electrical repairs required. This option is not recommended.

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**RECOMMENDED OPTION**

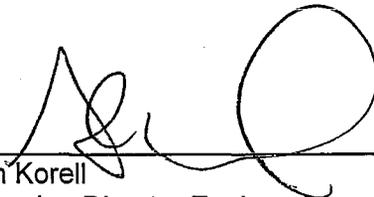
That a capital expenditure by-law is prepared for Council's consideration to authorize the WWTP electrical upgrades for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3308SS, in the amount of \$175,000.

Respectfully submitted,



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Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services and works



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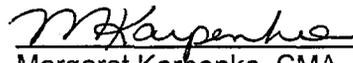
Alan Korell  
Managing Director Engineering,  
Environmental Services & Works

We concur in this report and recommendation.



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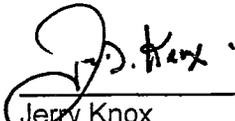
Laura Boissonneault, CGA  
Supervisor of Budgets and Financial Reporting



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Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer

for:



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Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratt

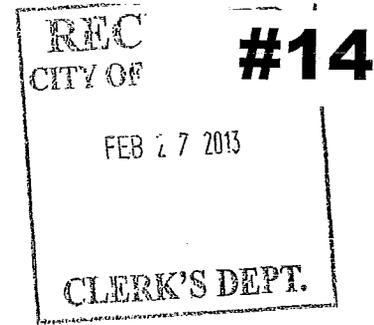
Attachments: Capital Budget Status Sheets

Copy for: Cathy Conrad

## Project Summary

<b>Project Number:</b>	3308SS		
<b>Title:</b>	WWTP - ELECTRICAL UPGRADES		
<b>Asset Type:</b>	BUILDINGS - Sanitary		
<b>Division:</b>	Capital - Sewer		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main	<b>Active:</b>	Yes
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>			

<b>Project Description</b>				<b>Project Comments</b>			
To provide electrical upgrades to the Sanitary Sewer Plant which includes replacing and repairing conduits, MCC's, process controls, SCADA, lighting and various electrical components.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	175,000	175,000	0	<b>Expense</b>			
2014	175,000	175,000	0	3425	CONSTRUCTION CONTRACT	166,667	
2015	200,000	200,000	0	4005	INTERNAL INTEREST CHARGES	6,583	
2016	200,000	200,000	0	7010	ADMINISTRATON & OVERHEAD	1,750	
2017	175,000	175,000	0			<b>Total Expense: 175,000</b>	
	<u>925,000</u>	<u>925,000</u>	0	<b>Revenue</b>			
				402	SS - DEBENTURE	175,000	
						<b>Total Revenue: 175,000</b>	
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2013	Jan 1, 2013	15 YEARS	ALAN KORELL			Dec 31, 2017	



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

**Report No.:** EESW-2013-007

**Date:** February 7, 2013

**Originator:** Angela Cox  
Manager, Finance and Administration  
Engineering, Environmental Services and Works

**Subject:** 2013 Capital Budget Project – 3309SS WWTP – Raw Sewage Pumping Station

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**RECOMMENDATION**

That a capital expenditure by-law is prepared for Council's consideration to authorize the repair and replacement of the raw sewage pumping station at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3309SS, in the amount of \$225,000.

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**BACKGROUND**

This project provides for the repair and replacement of the raw sewage pumping station pump (3), motors, check valves and MCC.

The project is funded over five years from 2013-2017. In this current 2013 Capital Budget project #3309SS has \$225,000 as a net debenture cost. The total project cost is budgeted for \$1,250,000.

A schedule of the proposed by-law is submitted for Council's consideration.

Construction Contract	\$214,286
Financing costs	\$8,464.
Administration & Overhead	<u>\$2,250</u>
Net Debenture Costs	\$225,000

The capital project is estimated to be completed December 31, 2017 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2017.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council

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**OPTION/ANALYSIS**

**Option 1 – Proceed with the Authorizing By-law**

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$225,000 for the repair and replacement of the raw sewage pumping station at the Sanitary Sewer Plant project. This option is recommended.

**Option 2 – Cancel outright or reduce expenditure**

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, it could potentially cause a system failure. If a system failure were to occur, the Sanitary Sewer Plant could be forced to release excess waste into Nipissing Lake. This option is not recommended.

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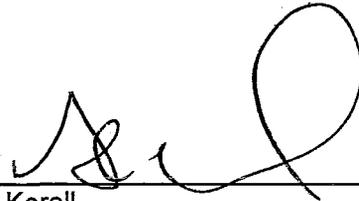
**RECOMMENDED OPTION**

That a capital expenditure by-law is prepared for Council's consideration to authorize the repair and replacement of the raw sewage pumping station at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3309SS, in the amount of \$225,000.

Respectfully submitted,



\_\_\_\_\_  
Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services and works

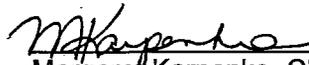


\_\_\_\_\_  
Alan Korell  
Managing Director Engineering,  
Environmental Services & Works

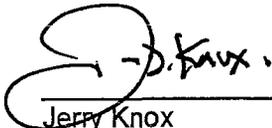
We concur in this report and recommendation.



\_\_\_\_\_  
Laura Boissonneault, CGA  
Supervisor of Budgets and Financial Reporting



\_\_\_\_\_  
Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer



\_\_\_\_\_  
Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratt

Attachments: Capital Budget Status Sheets

Copy for: Cathy Conrad

## Project Summary

<b>Project Number:</b> 3309SS	<b>Active:</b> Yes
<b>Title:</b> WWTP - RAW SEWAGE PUMPING STATION	
<b>Asset Type:</b> BUILDINGS - Sanitary	
<b>Division:</b> Capital - Sewer	
<b>Budget Year:</b> 2013	
<b>Scenario Name:</b> Main	
<b>Budget Status:</b> Finance Funding	
<b>Regions:</b>	
<b>Project Type:</b>	

<b>Project Description</b>			<b>Project Comments</b>			
To repair and replace raw sewage pumping station pumps (3), motors, check valves and MCC						
<b>Scenario Description</b>			<b>Scenario Comments</b>			
<b>Project Forecast</b>			<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>
2013	225,000	225,000	0	<b>Expense</b>		
2014	100,000	100,000	0	3425	CONSTRUCTION CONTRACT	214,286
2015	225,000	225,000	0	4005	INTERNAL INTEREST CHARGES	8,464
2016	500,000	500,000	0	7010	ADMINISTRATON & OVERHEAD	2,250
2017	200,000	200,000	0			
	<u>1,250,000</u>	<u>1,250,000</u>	<u>0</u>		<b>Total Expense:</b>	<u>225,000</u>
				<b>Revenue</b>		
				402	SS - DEBENTURE	225,000
					<b>Total Revenue:</b>	<u>225,000</u>
<b>Related Projects</b>			<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>		<b>Completion Date</b>	
2013	Jan 1, 2013	20 YEARS	ALAN KORELL		Dec 31, 2017	

FEB 27 2013

CLERK'S DEPT.

**City of North Bay****Report to Council****Report No.:** EESW-2013-008**Date:** February 7, 2013**Originator:** Angela Cox  
Manager, Finance and Administration  
Engineering, Environmental Services and Works**Subject:** 2013 Capital Budget Project – 3310SS WWTP – Upgrade Aeration System**RECOMMENDATION**

That a capital expenditure by-law is prepared for Council's consideration to authorize upgrade of the aeration system including blowers, HVAC, and diffusers at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3310SS, in the amount of \$100,000.

**BACKGROUND**

This project provides for the upgrade of the aeration system including blowers, HVAC, and diffusers at the Sanitary Sewer Plant.

The project is funded over three years from 2013-2015. In this current 2013 Capital Budget project #3310SS has \$100,000 as a net debenture cost. The total budget cost is \$550,000.

A schedule of the proposed by-law is submitted for Council's consideration.

Construction Contract	\$95,238
Financing costs	\$3,762
Administration & Overhead	\$1,000
Net Debentured Costs	\$100,000

The capital project is estimated to be completed December 31, 2015 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2015.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council

**OPTION/ANALYSIS**

**Option 1 – Proceed with the Authorizing By-law**

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$100,000 for the upgrade of the aeration system including blowers, HVAC, and diffusers at the Sanitary Sewer Plant. This option is recommended.

**Option 2 – Cancel outright or reduce expenditure**

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, then the repairs will be postponed. This option is not recommended.

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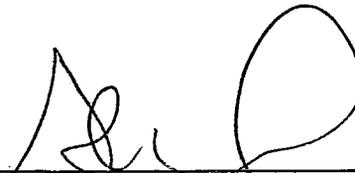
**RECOMMENDED OPTION**

That a capital expenditure by-law is prepared for Council's consideration to authorize upgrade of the aeration system including blowers, HVAC, and diffusers at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3310SS, in the amount of \$100,000.

Respectfully submitted,



\_\_\_\_\_  
Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services and works

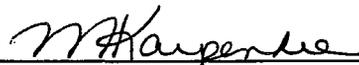


\_\_\_\_\_  
Alan Korell  
Managing Director Engineering,  
Environmental Services & Works

We concur in this report and recommendation.

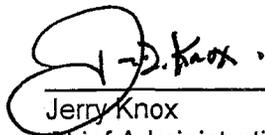


\_\_\_\_\_  
Laura Boissonneault, CGA  
Supervisor of Budgets and Financial Reporting



\_\_\_\_\_  
Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer

FOR:



\_\_\_\_\_  
Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratt

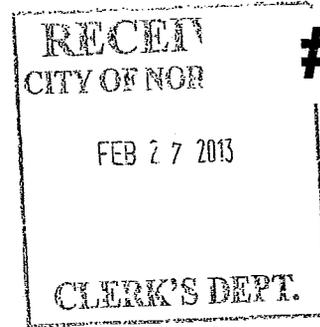
Attachments: Capital Budget Status Sheets

Copy for: Cathy Conrad

### Project Summary

<b>Project Number:</b>	3310SS	<b>Active:</b>	Yes
<b>Title:</b>	WWTP - UPGRADE AERATION SYSTEM		
<b>Asset Type:</b>	BUILDINGS - Sanitary		
<b>Division:</b>	Capital - Sewer		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main		
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>			

<b>Project Description</b>				<b>Project Comments</b>			
To upgrade the aeration system including blowers, HVAC, and diffusers							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	100,000	100,000	0	<b>Expense</b>			
2014	150,000	150,000	0	3425	CONSTRUCTION CONTRACT	95,238	
2015	300,000	300,000	0	4005	INTERNAL INTEREST CHARGES	3,762	
	<u>550,000</u>	<u>550,000</u>	<u>0</u>	7010	ADMINISTRATON & OVERHEAD	1,000	
					<b>Total Expense:</b>	<b>100,000</b>	
				<b>Revenue</b>			
				402	SS - DEBENTURE	100,000	
					<b>Total Revenue:</b>	<b>100,000</b>	
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2013	Jan 1, 2013	15 YEARS	ALAN KORELL			Dec 31, 2015	



**City of North Bay**

**Report to Council**

**Report No.:** EESW-2013-009

**Date:** February 7, 2013

**Originator:** Angela Cox  
Manager, Finance and Administration  
Engineering, Environmental Services and Works

**Subject:** 2013 Capital Budget Project – 3311SS WWTP – Methane Gas System upgrades

**RECOMMENDATION**

That a capital expenditure by-law is prepared for Council's consideration to authorize the upgrade of the methane gas system at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3311SS, in the amount of \$75,000.

**BACKGROUND**

This project provides for the upgrade of the methane gas system as per TSSA standing order at the Sanitary Sewer Plant.

The project is funded over two years from 2013-2014. In this current 2013 Capital Budget project #3311SS has \$75,000 as a net debenture cost. The total budget cost is \$150,000.

A schedule of the proposed by-law is submitted for Council's consideration.

Construction Contract	\$71,429
Financing costs	\$2,821
Administration & Overhead	\$750
Net Debentured Costs	<u>\$75,000</u>

The capital project is estimated to be completed December 31, 2014 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2014.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

**OPTION/ANALYSIS**

**Option 1 – Proceed with the Authorizing By-law**

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$75,000 for the upgrade of the methane gas system at the Sanitary Sewer Plant. This option is recommended.

**Option 2 – Cancel outright or reduce expenditure**

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, then the upgrade will be postponed. This option is not recommended.

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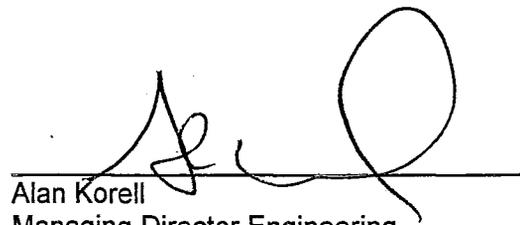
**RECOMMENDED OPTION**

That a capital expenditure by-law is prepared for Council's consideration to authorize the upgrade of the methane gas system at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3311SS, in the amount of \$75,000.

Respectfully submitted,



Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services and works



Alan Korell  
Managing Director Engineering,  
Environmental Services & Works

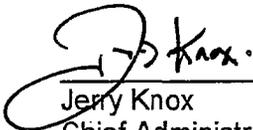
We concur in this report and recommendation.



<sup>101:</sup> Laura Boissonneault, CGA  
Supervisor of Budgets and Financial Reporting



Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer



Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratt

Attachments: Capital Budget Status Sheets

Copy for: Cathy Conrad

### Project Summary

<b>Project Number:</b>	3311SS	<b>Active:</b>	Yes
<b>Title:</b>	WWTP - METHANE GAS SYSTEM UPGRADES		
<b>Asset Type:</b>	BUILDINGS - Sanitary		
<b>Division:</b>	Capital - Sewer		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main		
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>			

<b>Project Description</b>			<b>Project Comments</b>			
To upgrade the methane gas system as per TSSA standing order						
<b>Scenario Description</b>			<b>Scenario Comments</b>			
<b>Project Forecast</b>			<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>
2013	75,000	75,000	0	<b>Expense</b>		
2014	75,000	75,000	0	3425	CONSTRUCTION CONTRACT	71,429
	150,000	150,000	0	4005	INTERNAL INTEREST CHARGES	2,821
				7010	ADMINISTRATON & OVERHEAD	750
					<b>Total Expense:</b>	<b>75,000</b>
				<b>Revenue</b>		
				402	SS - DEBENTURE	75,000
					<b>Total Revenue:</b>	<b>75,000</b>
<b>Related Projects</b>			<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>		<b>Completion Date</b>	
2013	Jan 1, 2013	25 YEARS	ALAN KORELL		Dec 31, 2014	

FEB 27 2013

## City of North Bay

## Report to Council

CLERK'S DEPT.

Report No.: EESW-2013-011

Date: February 7, 2013

Originator: Angela Cox  
 Manager, Finance and Administration  
 Engineering, Environmental Services and Works

Subject: 2013 Capital Budget Project – 3313SS WWTP – Major Valve Replacement Program

**RECOMMENDATION**

That a capital expenditure by-law is prepared for Council's consideration to authorize the replacement of various valves at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3313SS, in the amount of \$30,000.

**BACKGROUND**

A number of major valves at the Sanitary Sewer Plant have reached the end of their useful life and are beyond repair or rehabilitation. These have been identified through a Condition Assessment study and need to be replaced.

The project is funded over five years from 2013-2017. In this current 2013 Capital Budget project #3313SS has \$30,000 as a net debenture cost. The total project cost is \$170,000.

A schedule of the proposed by-law is submitted for Council's consideration.

Construction Contract	\$28,571
Financing costs	\$1,129
Administration & Overhead	\$300
Net Debentured Costs	\$30,000

The capital project is estimated to be completed December 31, 2017 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2017.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

**OPTION/ANALYSIS****Option 1 – Proceed with the Authorizing By-law**

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$30,000 for the replacement of various valves at the Sanitary Sewer Plant. This option is recommended.

**Option 2 – Cancel outright or reduce expenditure**

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, it could potentially cause a disruption in the operations. If this failure were to occur, repairs will need to be scheduled immediately. This option is not recommended.

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**RECOMMENDED OPTION**

That a capital expenditure by-law is prepared for Council's consideration to authorize the replacement of various valves at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3313SS, in the amount of \$30,000.

Respectfully submitted,



\_\_\_\_\_  
Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services and works

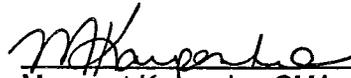


\_\_\_\_\_  
Alan Korell  
Managing Director Engineering,  
Environmental Services & Works

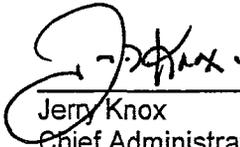
We concur in this report and recommendation.



for: \_\_\_\_\_  
Laura Boissonneault, CGA  
Supervisor of Budgets and Financial Reporting



\_\_\_\_\_  
Margaret Kalpenko, CMA  
Chief Financial Officer/Treasurer



\_\_\_\_\_  
Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratt

Attachments: Capital Budget Status Sheets

Copy for: Cathy Conrad

## Project Summary

<b>Project Number:</b>	3313SS	<b>Title:</b>	WWTP - MAJOR VALVE REPLACEMENT PROGRAM	<b>Asset Type:</b>	BUILDINGS - Sanitary	<b>Division:</b>	Capital - Sewer	<b>Budget Year:</b>	2013	<b>Scenario Name:</b>	Main	<b>Active:</b>	Yes
<b>Budget Status:</b>	Finance Funding	<b>Regions:</b>		<b>Project Type:</b>									

<b>Project Description</b>				<b>Project Comments</b>			
A number of major valves at the WWTP have reached the end of their useful life and are beyond repair or rehabilitation. These have been identified through a Condition Assessment study and need to be replaced.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
Budget Year	Total Expense	Total Revenue	Difference	GL Account	Description	Total Amount	
2013	30,000	30,000	0	<b>Expense</b>			
2014	30,000	30,000	0	3425	CONSTRUCTION CONTRACT	28,571	
2015	40,000	40,000	0	4005	INTERNAL INTEREST CHARGES	1,129	
2016	40,000	40,000	0	7010	ADMINISTRATON & OVERHEAD	300	
2017	30,000	30,000	0				
	170,000	170,000	0			<b>Total Expense:</b>	30,000
				<b>Revenue</b>			
				402	SS - DEBENTURE	30,000	
						<b>Total Revenue:</b>	30,000
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>		<b>Manager</b>			<b>Completion Date</b>
2013	Jan 1, 2013	20 YEARS		ALAN KORELL			Dec 31, 2017

FEB 27 2013

CLERK'S DEPT.

**City of North Bay**

**Report to Council**

**Report No.:** EESW-2013-012

**Date:** February 7, 2013

**Originator:** Angela Cox  
Manager, Finance and Administration  
Engineering, Environmental Services and Works

**Subject:** 2013 Capital Budget Project – 3314SS WWTP – Structural Repairs

**RECOMMENDATION**

That a capital expenditure by-law is prepared for Council's consideration to authorize structural repairs at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3314SS, in the amount of \$50,000.

**BACKGROUND**

This project provides for structural repairs at the Sanitary Sewage Plant as outlined in the condition assessment report at the Sanitary Sewage Plant.

The project is funded over seven years 2013-17 and then 2021-2022. In this current 2013 Capital Budget project #3314SS has \$50,000 as a net debenture cost. The total project cost is \$1,250,000.

A schedule of the proposed by-law is submitted for Council's consideration.

Construction Contract	\$47,619
Financing costs	\$1,881
Administration & Overhead	<u>\$500</u>
Net Debentured Costs	\$50,000

The capital project is estimated to be completed December 31, 2017 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2017.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

**OPTION/ANALYSIS**

**Option 1 – Proceed with the Authorizing By-law**

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$50,000 for structural repairs at the Sanitary Sewer Plant. This option is recommended.

**Option 2 – Cancel outright or reduce expenditure**

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, then the repairs will be postponed and further structural deterioration will occur. This option is not recommended.

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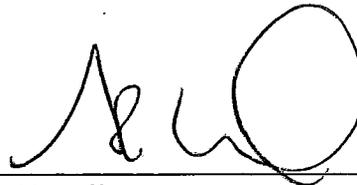
**RECOMMENDED OPTION**

That a capital expenditure by-law is prepared for Council's consideration to authorize structural repairs at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3314SS, in the amount of \$50,000.

Respectfully submitted,



Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services  
and Works

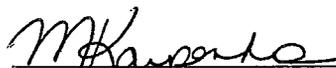


Alan Korell  
Managing Director,  
Engineering, Environmental Services  
and Works

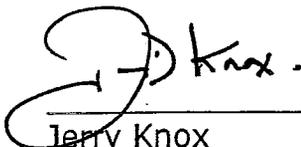
We concur in this report and recommendation.



for: Laura Boissonneault, CGA  
Supervisor of Budgets  
and Financial Reporting



Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer



Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratt

Attachments: Capital Budget Status Sheets

Copy for: Cathy Conrad

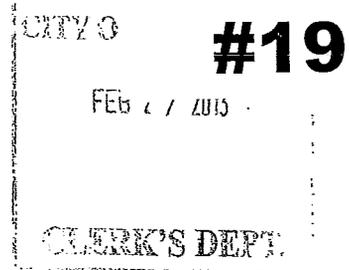
## Project Summary

<b>Project Number:</b> 3314SS	<b>Active:</b> Yes
<b>Title:</b> WWTP - STRUCTURAL REPAIRS	
<b>Asset Type:</b> BUILDINGS - Sanitary	
<b>Division:</b> Capital - Sewer	
<b>Budget Year:</b> 2013	
<b>Scenario Name:</b> Main	
<b>Budget Status:</b> Finance Funding	
<b>Regions:</b>	
<b>Project Type:</b>	

<b>Project Description</b>				<b>Project Comments</b>			
Structural repairs to the sanitary sewage plant as per condition assessment.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	50,000	50,000	0	<b>Expense</b>			
2014	50,000	50,000	0	3425	CONSTRUCTION CONTRACT	47,619	
2015	250,000	250,000	0	4005	INTERNAL INTEREST CHARGES	1,881	
2016	250,000	250,000	0	7010	ADMINISTRATON & OVERHEAD	500	
2017	250,000	250,000	0	<b>Total Expense:</b>		<b>50,000</b>	
2021	100,000	100,000	0	<b>Revenue</b>			
2022	300,000	300,000	0	402	SS - DEBENTURE	50,000	
	<b>1,250,000</b>	<b>1,250,000</b>	<b>0</b>	<b>Total Revenue:</b>		<b>50,000</b>	
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2013	Jan 1, 2013	25 YEARS	ALAN KORELL			Dec 31, 2017	

**City of North Bay**

**Report to Council**



**Report No.:** EESW-2013-013

**Date:** February 7, 2013

**Originator:** Angela Cox  
Manager, Finance and Administration  
Engineering, Environmental Services and Works

**Subject:** 2013 Capital Budget Project – 3315SS WWTP – Aesthetics,  
Fencing, and Brick Veneer

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**RECOMMENDATION**

That a capital expenditure by-law be prepared for Council's consideration to authorize the repair and replacement of fencing, brick veneer and to perform landscaping upgrades at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3315SS, in the amount of \$15,000.

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**BACKGROUND**

This project provides for the repair and replacement of fencing and brick veneer at the Sanitary Sewage Plant. It also provides for landscaping upgrades along the Kate Pace Way.

This project is funded over three years 2013-2015. In this current Capital Budget project #3315SS has \$15,000 as a net debenture cost. The total project cost is \$35,000.

A schedule of the proposed by-law is submitted for Council's consideration.

Construction Contract	\$14,286
Financing costs	\$564
Administration & Overhead	<u>\$150</u>
Net Debentured Costs	\$15,000

The capital project is estimated to be completed December 31, 2015 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2015.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

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## OPTION/ANALYSIS

### Option 1 – Proceed with the Authorizing By-law

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$15,000 for repair and replacement of fencing, brick veneer, and landscaping upgrades at the Sanitary Sewer Plant. This option is recommended.

### Option 2 – Cancel outright or reduce expenditure

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, then the repairs will be postponed. This option is not recommended.

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## RECOMMENDED OPTION

That a capital expenditure by-law be prepared for Council's consideration to authorize the repair and replacement of fencing, brick veneer and to perform landscaping upgrades at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3315SS, in the amount of \$15,000.

Respectfully submitted,



Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services  
and Works

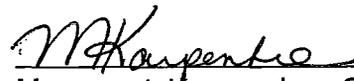


for Alan Korell  
Managing Director Engineering,  
Environmental Services and  
Works

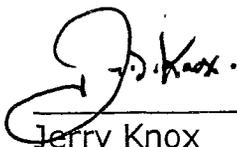
We concur in this report and recommendation.



for: Laura Boissonneault, CGA  
Supervisor of Budgets and  
Financial Reporting



Margaret Karpenko, CMA  
Chief Financial  
Officer/Treasurer



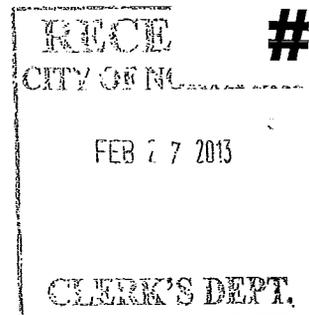
Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratte  
Attachments: Capital Budget Status Sheets

## Project Summary

<b>Project Number:</b>	3315SS	
<b>Title:</b>	WWTP - ASTHETICS, FENCING, BRICK VANEER	
<b>Asset Type:</b>	BUILDINGS - Sanitary	
<b>Division:</b>	Capital - Sewer	
<b>Budget Year:</b>	2013	
<b>Scenario Name:</b>	Main	<b>Active:</b> Yes
<b>Budget Status:</b>	Finance Funding	
<b>Regions:</b>		
<b>Project Type:</b>		

<b>Project Description</b>				<b>Project Comments</b>			
To repair and replace fencing and brick veneer, and to perform landscaping upgrades along the Kate Pace Way.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	15,000	15,000	0	<b>Expense</b>			
2014	10,000	10,000	0	3425	CONSTRUCTION CONTRACT		14,286
2015	10,000	10,000	0	4005	INTERNAL INTEREST CHARGES		564
	<u>35,000</u>	<u>35,000</u>	<u>0</u>	7010	ADMINISTRATON & OVERHEAD		150
						<b>Total Expense:</b>	<u>15,000</u>
				<b>Revenue</b>			
				402	SS - DEBENTURE		15,000
						<b>Total Revenue:</b>	<u>15,000</u>
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2013	Jan 1, 2013	25 YEARS	ALAN KORELL			Dec 31, 2015	



CITY OF NORTH BAY  
REPORT TO COUNCIL

REPORT NO: EESW-2013-014

DATE: February 8, 2013

ORIGINATOR: Angela Cox  
Manager, Finance & Administration

SUBJECT: 2013 Capital Budget Project – 6100FL Vehicle and Equipment Replacement Program Roads and Traffic Division (On-going)

**RECOMMENDATION**

That a Capital Expenditure By-law be prepared for Council's consideration to authorize the acquisition of various vehicles and equipment for the Roads and Traffic Division of the Engineering, Environmental Services and Works Department, being a 2013 capital budget project #6100FL, in the amount of \$1,000,000.

**BACKGROUND:**

The approved capital budget for the Roads and Traffic Division included a budget of \$1,000,000 in 2013. The purchase of new vehicles and replacement equipment would be utilized by the Engineering, Environmental Services and Works Department for roads and traffic maintenance activities.

The tendering of the various vehicles and equipment is now being initiated and will be ongoing over the next 6-9 months. Each vehicle or piece of equipment will only be recommended for purchase if there is sufficient budget allocation remaining. The 2013 equipment replacement priority list includes; One (1) bucket truck and using unit 124 as a trade-in, one (1) loader for the yard and using unit 590 as a trade-in, one (1) one ton aluminum dump box regular cab with tool box and using unit 126 as a trade-in, one (1) tandem, epoke, harness and wing and using unit 150 as a trade-in, and a double walled brine tanks.

A Schedule to the proposed By-Law is submitted for consideration of City Council.

Purchase of new vehicles & equipment for 2013

Roads and Traffic Maintenance activities	\$952,381
Financing Costs	\$37,619
Administration and Overhead	<u>\$10,000</u>
Net Debenture Cost	\$1,000,000

The capital project is estimated to be completed December 31, 2013 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2013

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

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#### **ANALYSIS/OPTIONS:**

##### Option 1 - Proceed with the Authorizing By-Law

The 2013 capital budget included an amount of \$1,000,000 for the acquisition of vehicles and equipment for the Roads and Traffic Division. The City's extensive fleet of vehicles and equipment requires an annual replacement program. The approval of this expenditure by-law will permit City staff to commence the tendering and acquisition process. The actual cost of each vehicle or piece of equipment will be compared to the budget estimates and adjustments will be made on an ongoing basis to ensure that the total costs are within the project's approved limit.

##### Option 2 - Cancel outright or reduce

The Council has the option of canceling this project, or reducing the expenditure limit. This would have the effect of deferring vehicle and equipment replacements until next year or later. This would have a serious impact on our operations, as it is essential that the existing equipment is functional and ready for duty. With few exceptions, there is little in the way of backup equipment and a prolonged breakdown can have serious implications in terms of performing the many tasks expected by the Department.

The cancellation or reduction of this program will have a serious negative impact on the Department. If this were Council's decision, we would be able to manage but certain works may be delayed or curtailed. Equipment maintenance costs would undoubtedly increase, as the costs of maintaining an older fleet is costly. There are other costs associated with poor or non-performing equipment with staff not always being able to be used to their maximum. There is also a much higher level of frustration with both supervisory and working staff when necessary equipment is not available. In addition, customer service can be diminished if the vehicle and equipment fleet is not functioning to an acceptable level.

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#### **RECOMMENDED OPTION:**

That a Capital Expenditure By-law be prepared for Council's consideration to authorize the acquisition of various vehicles and equipment for the Roads and Traffic Division of the Engineering, Environmental Services and Works Department, being a 2013 capital budget project #6100FL, in the amount of \$1,000,000.

Respectfully Submitted,



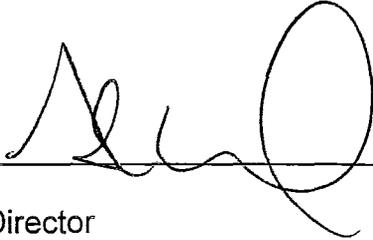
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Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services & Works



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Domenic Schiavone  
Director, Public Works



---

Alan Korell  
Managing Director  
Engineering, Environmental Services & Works

We concur in this report and recommendation.



for: 

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Laura Boissonneault, CGA

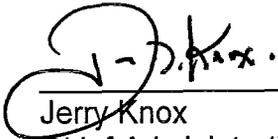
Supervisor of Budgets and Financial Reporting



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Margaret Karpenko, CMA

Chief Financial Officer/Treasurer



---

Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Joe Germano

Attachments: Capital Project Status Sheet

Copy for: Cathy Conrad

## Project Summary

<b>Project Number:</b> 6100FL	<b>Active:</b> Yes
<b>Title:</b> VEHICLE & EQUIPMENT REPLACEMENT PROGRAM 2013 ON-GO	
<b>Asset Type:</b> VEHICLES - Fleet	
<b>Division:</b> Capital - Engineering, Environmental & Works	
<b>Budget Year:</b> 2013	
<b>Scenario Name:</b> Main	
<b>Budget Status:</b> Finance Funding	
<b>Regions:</b>	
<b>Project Type:</b>	

<b>Project Description</b>				<b>Project Comments</b>			
This project is to provide for the acquisition of new and replacement vehicles and equipment and includes the needs of the Roads and Traffic Departments.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	1,000,000	1,000,000	0	<b>Expense</b>			
2014	1,000,000	1,000,000	0	4005	INTERNAL INTEREST CHARGES	37,619	
2015	824,000	824,000	0	5010	MACHINERY & EQUIPMENT	952,381	
2016	849,000	849,000	0	7010	ADMINISTRATON & OVERHEAD	10,000	
2017	874,000	874,000	0			<b>Total Expense:</b>	<b>1,000,000</b>
2018	900,000	900,000	0	<b>Revenue</b>			
2019	927,000	927,000	0	0461	TSF FRM REV FUND-PAYGO	1,000,000	
2020	955,000	955,000	0			<b>Total Revenue:</b>	<b>1,000,000</b>
2021	984,000	984,000	0				
2022	1,014,000	1,014,000	0				
	<b>9,327,000</b>	<b>9,327,000</b>	<b>0</b>				
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2013		4 YEARS	ALAN KORELL			Dec 31, 2013	

CITY OF  
FEB 27 2013  
WORKS DEPT.

City of North Bay  
Report to Council

**Report No.:** EESW-2013-015 **Date:** February 11, 2013  
**Originator:** Angela Cox  
Manager, Finance and Administration  
Engineering, Environmental Services and Works  
**Subject:** 2013 Capital Budget Project – 3316SS WWTP – Boiler Room  
Upgrades

**RECOMMENDATION**

That a capital expenditure by-law is prepared for Council’s consideration to authorize the repair and replacement of a duel boiler, air compressor and ventilation at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3316SS, in the amount of \$100,000.

**BACKGROUND**

This project provides for the repair and replacement of a duel fuel boiler, air compressor and ventilation at the Sanitary Sewage Plant.

This project is funded for four years 2013-2016. In this current 2013 Capital Budget project #3316SS has \$100,000 as a debenture funding. The total project cost is \$600,000.

A schedule of the proposed by-law is submitted for Council’s consideration.

Construction Contract	\$95,238
Financing costs	\$3,762
Administration & Overhead	<u>\$1,000</u>
Net Debentured Costs	\$100,000

The capital project is estimated to be completed December 31, 2016 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2016.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

## OPTION/ANALYSIS

### Option 1 – Proceed with the Authorizing By-law

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$100,000 for the repair and replacement of a dual fuel boiler, air compressor and ventilation at the Sanitary Sewage Plant. This option is recommended.

### Option 2 – Cancel outright or reduce expenditure

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, then the repairs will be postponed. This option is not recommended.

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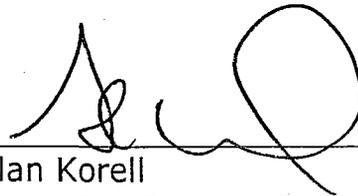
## RECOMMENDED OPTION

That a capital expenditure by-law is prepared for Council's consideration to authorize the repair and replacement of a dual boiler, air compressor and ventilation at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3316SS, in the amount of \$100,000.

Respectfully submitted,

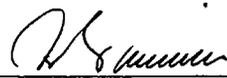


\_\_\_\_\_  
Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services  
and Works



\_\_\_\_\_  
Alan Korell  
Managing Director Engineering,  
Environmental Services and Works

We concur in this report and recommendation.



<sup>for:</sup> \_\_\_\_\_  
Laura Boissonneault, CGA  
Supervisor of Budgets and  
Financial Reporting



\_\_\_\_\_  
Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer



\_\_\_\_\_  
Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratt

Attachments: Capital Budget Status Sheets

Copy for: Cathy Conrad

## Project Summary

<b>Project Number:</b>	3316SS		
<b>Title:</b>	WWTP - BOILER ROOM UPGRADES		
<b>Asset Type:</b>	BUILDINGS - Sanitary		
<b>Division:</b>	Capital - Sewer		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main	<b>Active:</b>	Yes
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>			

<b>Project Description</b>				<b>Project Comments</b>			
To repair and replace dual fuel boiler, air compressor, ventilation, etc.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	100,000	100,000	0	<b>Expense</b>			
2014	100,000	100,000	0	3425	CONSTRUCTION CONTRACT	95,238	
2015	100,000	100,000	0	4005	INTERNAL INTEREST CHARGES	3,762	
2016	300,000	300,000	0	7010	ADMINISTRATON & OVERHEAD	1,000	
	600,000	600,000	0			<b>Total Expense:</b>	<b>100,000</b>
				<b>Revenue</b>			
				402	SS - DEBENTURE	100,000	
						<b>Total Revenue:</b>	<b>100,000</b>
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2013	Jan 1, 2013	25 YEARS	ALAN KORELL			Dec 31, 2016	

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CITY OF NORTH BAY

FEB 27 2013

CLERK'S DEPT

**City of North Bay**

**Report to Council**

**Report No.:** EESW-2013-016

**Date:** February 11, 2013

**Originator:** Angela Cox  
Manager, Finance and Administration  
Engineering, Environmental Services and Works

**Subject:** 2013 Capital Budget Project – 3317SS WWTP Backup  
Generation

**RECOMMENDATION**

That a capital expenditure by-law is prepared for Council's consideration to authorize the installation of a new larger generator at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3317SS, in the amount of \$750,000 and a net debenture cost of \$550,000.

**BACKGROUND**

This project is to provide the electrical backup generation equipment for the Sanitary Sewage Plant. Currently the existing generator is past its useful life and parts are no longer available. The existing generator is undersized and only supports the sewage pumping station at the plant. A larger generator is required to ensure that the treatment process continues during power outages.

This project is funded over two years 2013-2014. In the current 2013 Capital Budget project #3317SS has \$550,000 as a net debenture cost and \$200,000 as other grants. The total project cost is \$2,000,000.

A schedule of the proposed by-law is submitted for Council's consideration.

Construction Contract	\$714,286
Financing costs	\$28,214
Administration & Overhead	\$7,500
Other Funding Sources	\$200,000
Net Debentured Costs	\$550,000

The capital project is estimated to be completed December 31, 2014 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2014.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

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## **OPTION/ANALYSIS**

### **Option 1 – Proceed with the Authorizing By-law**

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$750,000 and a debenture cost of \$550,000 for the electrical backup generation equipment for the Sanitary Sewage Plant. This option is recommended.

### **Option 2 – Cancel outright or reduce expenditure**

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, then the upgrade will be postponed. If power outages were to occur, the current system and processes could be interrupted. This option is not recommended.

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## **RECOMMENDED OPTION**

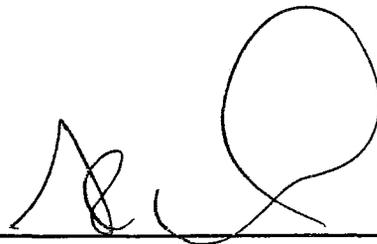
That a capital expenditure by-law is prepared for Council's consideration to authorize the installation of a new larger generator at the Sanitary Sewer Plant for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3317SS, in the amount of \$750,000 and a net debenture cost of \$550,000.

Respectfully submitted,



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Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services  
and Works



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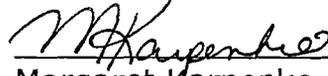
Alan Korell  
Managing Director,  
Engineering, Environmental Services  
and Works

We concur in this report and recommendation.

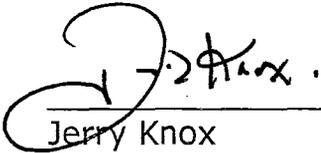
Ref:



Laura Boissonneault, CGA  
Supervisor of Budgets  
and Financial Reporting



Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer



Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratt

Attachments: Capital Budget Status Sheets

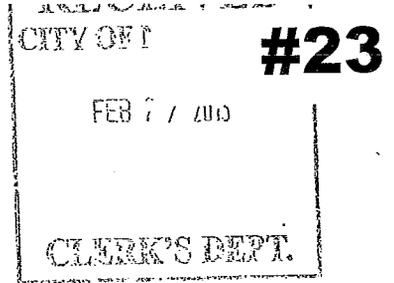
Copy for: Cathy Conrad

## Project Summary

<b>Project Number:</b>	3317SS	
<b>Title:</b>	WWTP - BACKUP GENERATION	
<b>Asset Type:</b>	MACHINERY & EQUIPMENT - Sanitary	
<b>Division:</b>	Capital - Sewer	
<b>Budget Year:</b>	2013	
<b>Scenario Name:</b>	Main	<b>Active:</b> Yes
<b>Budget Status:</b>	Finance Funding	
<b>Regions:</b>		
<b>Project Type:</b>		

<b>Project Description</b>				<b>Project Comments</b>			
This project is to provide the electrical backup generation equipment for the WWTP. Currently the existing generator is past its useful life and parts are no longer available. The existing generator is undersized and only supports the sewage pumping station at the WWTP. A larger generator is required to ensure that treatment processes are maintained during power outages.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	750,000	750,000	0	<b>Expense</b>			
2014	1,250,000	1,250,000	0	3425	CONSTRUCTION CONTRACT	714,286	
	2,000,000	2,000,000	0	4005	INTERNAL INTEREST CHARGES	28,214	
				7010	ADMINISTRATON & OVERHEAD	7,500	
					<b>Total Expense:</b>	<b>750,000</b>	
				<b>Revenue</b>			
				402	SS - DEBENTURE	550,000	
				405	SS OTHER GRANTS	200,000	
					<b>Total Revenue:</b>	<b>750,000</b>	
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2013	Jan 1, 2013	20 YEARS	ALAN KORELL			Dec 31, 2014	

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



**Report No.:** EESW-2013-018 **Date:** February 11, 2013  
**Originator:** Angela Cox  
Manager, Finance and Administration  
Engineering, Environmental Services and Works  
**Subject:** 2013 Capital Budget Project – 3406SS Sanitary Sewer  
Upsize – Gertrude/Whitney

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**RECOMMENDATION**

That a capital expenditure by-law is prepared for Council's consideration to authorize the upsizing of the trunk sanitary sewers along Gertrude and Whitney Streets for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3406SS, in the amount of \$75,000.

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**BACKGROUND**

This project provides for the upsizing of the trunk sanitary sewers along Gertrude and Whitney Streets.

This project is funded over four years 2013-2016. In this current 2013 Capital Budget project #3406SS has \$75,000 as a debenture cost. The total project cost is \$3,875,000.

A schedule of the proposed by-law is submitted for Council's consideration.

Construction Contract	\$71,429
Financing costs	\$2,821
Administration & Overhead	\$750
Net Debentured Costs	\$75,000

The capital project is estimated to be completed December 31, 2016 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2016.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

## OPTION/ANALYSIS

### Option 1 – Proceed with the Authorizing By-law

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$75,000 for the upsizing of the trunk sanitary sewers along Gertrude and Whitney Streets. This option is recommended.

### Option 2 – Cancel outright or reduce expenditure

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, then the upgrade will be postponed. This option is not recommended.

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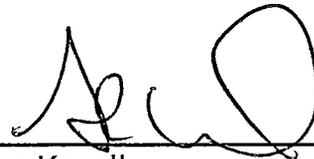
## RECOMMENDED OPTION

That a capital expenditure by-law is prepared for Council's consideration to authorize the upsizing of the trunk sanitary sewers along Gertrude and Whitney Streets for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #3406SS, in the amount of \$75,000.

Respectfully submitted,



\_\_\_\_\_  
Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services  
and Works



\_\_\_\_\_  
Alan Korell  
Managing Director,  
Engineering, Environmental Services  
and Works

We concur in this report and recommendation.

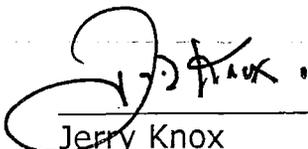


for:

\_\_\_\_\_  
Laura Boissonneault, CGA  
Supervisor of Budgets  
and Financial Reporting



\_\_\_\_\_  
Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer



\_\_\_\_\_  
Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratt

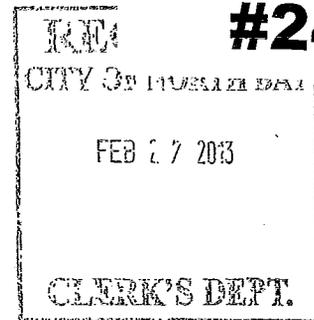
Attachments: Capital Budget Status Sheets

Copy for: Cathy Conrad

### Project Summary

<b>Project Number:</b>	3406SS		
<b>Title:</b>	SANITARY SEWER UPSIZE - GERTRUDE / WHITNEY		
<b>Asset Type:</b>	INFRASTRUCTURE - Sanitary		
<b>Division:</b>	Capital - Sewer		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main	<b>Active:</b>	Yes
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>	SANITARY SEWER		

<b>Project Description</b>				<b>Project Comments</b>			
This project provides for upsizing the trunk sanitary sewers along Gertrude and Whitney streets.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	75,000	75,000	0	<b>Expense</b>			
2014	1,700,000	1,700,000	0	3425	CONSTRUCTION CONTRACT	71,429	
2015	1,700,000	1,700,000	0	4005	INTERNAL INTEREST CHARGES	2,821	
2016	400,000	400,000	0	7010	ADMINISTRATON & OVERHEAD	750	
	<u>3,875,000</u>	<u>3,875,000</u>	<u>0</u>		<b>Total Expense:</b>	<u>75,000</u>	
				<b>Revenue</b>			
				0400	SS - PAY AS YOU GO	75,000	
					<b>Total Revenue:</b>	<u>75,000</u>	
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2011		50 YEARS	ALAN KORELL			Dec 31, 2016	



**CITY OF NORTH BAY**

**REPORT TO COUNCIL**

**REPORT NO:** EESW-2013-020

**DATE:** February 14, 2013

**ORIGINATOR:** Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services & Works

**SUBJECT:** 2013 Capital Budget Project – 4001SS WWTP Rehabilitation Program

**RECOMMENDATION:**

That a Capital Expenditure By-law be prepared for Council's consideration to authorize the Sanitary Sewage Plant Rehabilitation Program of the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget Project #4001SS, in the amount of \$200,000.

**BACKGROUND:**

This project is designed to rebuild primary clarifiers, secondary clarifiers and the aeration tanks and associated pumps and controls at the Sanitary Sewage Plant.

This project is funded over four years, 2013-2017. In the current 2013 Capital Budget, Project 4001SS has \$200,000 as a net debenture cost. The total project cost is \$800,000.

A Schedule to the proposed By-Law is submitted for Council's consideration.

Construction Contract	\$190,476
Financing Costs	\$7,524
Administration and Overhead	<u>\$2,000</u>
Net Debenture Cost	\$200,000

The capital project is estimated to be completed December 31, 2016 and will be immediately initiated. The project is expected to be substantially completed by October 31, 2016.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

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## **OPTION/ANALYSIS**

### **Option 1 – Proceed with the Authorizing By-law**

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$200,000 for the Sanitary Sewage Plant rehabilitation program. This option is recommended.

### **Option 2 – Cancel outright or reduce expenditure**

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, then the repairs will be postponed. This option is not recommended.

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## **RECOMMENDED OPTION**

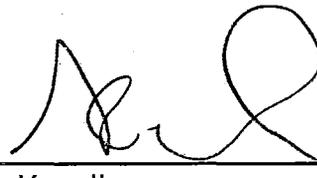
That a capital expenditure by-law is prepared for Council's consideration to authorize the Sanitary Sewage Plant Rehabilitation program for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #4001SS, in the amount of \$200,000.

Respectfully submitted,



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Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services  
and Works



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Alan Korell  
Managing Director,  
Engineering, Environmental Services  
and Works

We concur in this report and recommendation.



*Not:* Laura Boissonneault, CGA  
Supervisor of Budgets  
and Financial Reporting



Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer

A handwritten signature in black ink, appearing to read "Jerry Knox", is written over a horizontal line. The signature is stylized and somewhat cursive.

Jerry Knox

Chief Administrative Officer

Person designated for continuance: Karin Pratt

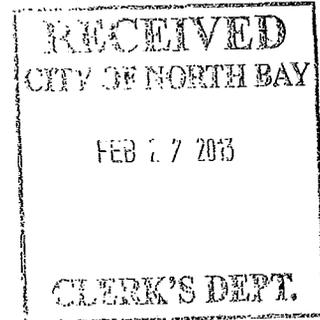
Attachments: Capital Budget Status Sheets

Copy for: Cathy Conrad

### Project Summary

<b>Project Number:</b>	4001SS	<b>Active:</b>	Yes
<b>Title:</b>	SEWAGE TREATMENT PLANT REHAB		
<b>Asset Type:</b>	INFRASTRUCTURE - Sanitary		
<b>Division:</b>	Capital - Sewer		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main		
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>	SANITARY SEWER		

<b>Project Description</b>				<b>Project Comments</b>			
To rebuild Primary Clarifiers, Secondary Clarifiers and the Aeration Tanks and associated pumps and controls.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	200,000	200,000	0	<b>Expense</b>			
2014	200,000	200,000	0	3425	CONSTRUCTION CONTRACT	190,476	
2015	200,000	200,000	0	4005	INTERNAL INTEREST CHARGES	7,524	
2016	200,000	200,000	0	7010	ADMINISTRATON & OVERHEAD	2,000	
	<u>800,000</u>	<u>800,000</u>	<u>0</u>		<b>Total Expense:</b>	<b>200,000</b>	
				<b>Revenue</b>			
				402	SS - DEBENTURE	200,000	
					<b>Total Revenue:</b>	<b>200,000</b>	
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2011		15 YEARS	ALAN KORELL			Dec 31, 2016	



City of North Bay  
Report to Council

**Report No.:** EESW-2013-021      **Date:** February 14, 2013  
**Originator:** Angela Cox  
Manager, Finance and Administration  
Engineering, Environmental Services and Works  
**Subject:** 2013 Capital Budget Project – 6139SS Digester & Grit  
Removal Ongoing Program

**RECOMMENDATION**

That a capital expenditure by-law is prepared for Council’s consideration to authorize the Digester and Grit removal program for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #6139SS, in the amount of \$81,000.

**BACKGROUND**

This project provides for the necessary periodic scheduled maintenance on the digesters and primary clarifiers at the Sanitary Sewer plant to ensure that the equipment is operating in the most optimal fashion.

This project is funded over ten years 2013-2022. In the current 2013 Capital Budget project #6139SS has \$81,000 as a net debenture cost. The total project cost is \$928,000.

A schedule of the proposed by-law is submitted for Council’s consideration.

Construction Contract	\$77,143
Financing costs	\$3,047
Administration & Overhead	\$810
Net Debentured Costs	<u>\$81,000</u>

The capital project is estimated to be completed December 31, 2013 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2013.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

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## **OPTION/ANALYSIS**

### **Option 1 – Proceed with the Authorizing By-law**

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$81,000 for Digester and Grit ongoing removal program. This option is recommended.

### **Option 2 – Cancel outright or reduce expenditure**

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, then the repairs will be postponed. This option is not recommended.

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## **RECOMMENDED OPTION**

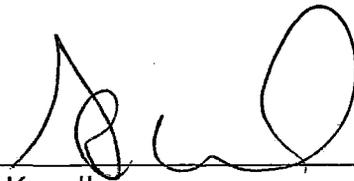
That a capital expenditure by-law is prepared for Council's consideration to authorize the Digester and Grit removal program for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #6139SS, in the amount of \$81,000.

Respectfully submitted,



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Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services  
and Works



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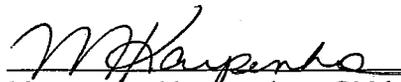
Alan Korell  
Managing Director Engineering,  
Environmental Services and Works

We concur in this report and recommendation.



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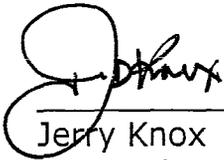
Laura Boissonneault, CGA  
Supervisor of Budgets and  
Financial Reporting



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Margaret Karpenko, CMA  
Chief Financial  
Officer/Treasurer

for:

A handwritten signature in black ink, appearing to read "Jerry Knox", is written over a horizontal line.

Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratt

Attachments: Capital Budget Status Sheets

Copy for: Cathy Conrad

## Project Summary

<b>Project Number:</b>	6139SS		
<b>Title:</b>	DIGESTER & GRIT REMOVAL 2013 ON-GO		
<b>Asset Type:</b>	OPERATING/MAINTENANCE - Sanitary		
<b>Division:</b>	Capital - Sewer		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main	<b>Active:</b>	Yes
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>			

<b>Project Description</b>				<b>Project Comments</b>			
This project provides for the necessary periodic scheduled maintenance on the digesters and primary clarifiers at the waste treatment plant to ensure this equipment is operating in the most optimal fashion.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	81,000	81,000	0	<b>Expense</b>			
2014	83,000	83,000	0	3425	CONSTRUCTION CONTRACT	77,143	
2015	85,000	85,000	0	4005	INTERNAL INTEREST CHARGES	3,047	
2016	88,000	88,000	0	7010	ADMINISTRATON & OVERHEAD	810	
2017	91,000	91,000	0	<b>Total Expense:</b>		<b>81,000</b>	
2018	94,000	94,000	0	<b>Revenue</b>			
2019	97,000	97,000	0	0400	SS - PAY AS YOU GO	81,000	
2020	100,000	100,000	0	<b>Total Revenue:</b>		<b>81,000</b>	
2021	103,000	103,000	0				
2022	106,000	106,000	0				
	<b>928,000</b>	<b>928,000</b>	<b>0</b>				
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2013		5 YEARS	ALAN KORELL			Dec 31, 2013	



This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

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## **OPTION/ANALYSIS**

### **Option 1 – Proceed with the Authorizing By-law**

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$75,000 for ongoing improvements at the Sanitary Sewage Plant and Pump Station. This option is recommended.

### **Option 2 – Cancel outright or reduce expenditure**

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, then the improvements will be postponed. This option is not recommended.

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## **RECOMMENDED OPTION**

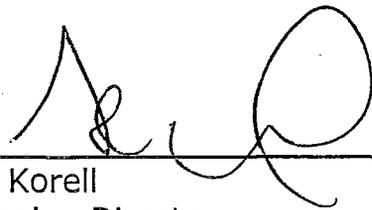
That a capital expenditure by-law is prepared for Council's consideration to authorized the ongoing improvements at the Sanitary Sewage Plant and the Pump Station for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #6140SS, in the amount of \$75,000.

Respectfully submitted,



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Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services  
and Works



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Alan Korell  
Managing Director,  
Engineering, Environmental Services  
and Works

We concur in this report and recommendation.



fat: 

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Laura Boissonneault, CGA  
Supervisor of Budgets  
and Financial Reporting



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Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer

A handwritten signature in black ink, appearing to read "Jerry Knox", is written over a horizontal line.

Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratt

Attachments: Capital Budget Status Sheets

Copy for: Cathy Conrad

## Project Summary

<b>Project Number:</b>	6140SS	
<b>Title:</b>	SEWAGE PLANT & PUMP STATION 2013 ON-GO	
<b>Asset Type:</b>	INFRASTRUCTURE - Sanitary	
<b>Division:</b>	Capital - Sewer	
<b>Budget Year:</b>	2013	
<b>Scenario Name:</b>	Main	<b>Active:</b> Yes
<b>Budget Status:</b>	Finance Funding	
<b>Regions:</b>		
<b>Project Type:</b>		

<b>Project Description</b>				<b>Project Comments</b>			
This project provides for an on-going program of sewage plant and pump station improvements allowing for the repair and refurbishment of major equipment and plant related facilities.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	75,000	75,000	0	<b>Expense</b>			
2014	150,000	150,000	0	3425	CONSTRUCTION CONTRACT		71,429
2015	150,000	150,000	0	4005	INTERNAL INTEREST CHARGES		2,821
2016	150,000	150,000	0	7010	ADMINISTRATON & OVERHEAD		750
2017	350,000	350,000	0			<b>Total Expense:</b>	<b>75,000</b>
2018	350,000	350,000	0	<b>Revenue</b>			
2019	325,000	325,000	0	0400	SS - PAY AS YOU GO		75,000
2020	300,000	300,000	0			<b>Total Revenue:</b>	<b>75,000</b>
2021	300,000	300,000	0				
2022	300,000	300,000	0				
	<b>2,450,000</b>	<b>2,450,000</b>	<b>0</b>				
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>		<b>Manager</b>			<b>Completion Date</b>
2013		10-15 YEARS		ALAN KORELL			Dec 31, 2013

FEB 27 2013

CLERK'S DEPT.

**City of North Bay**

**Report to Council**

**Report No.:** EESW-2013-023 **Date:** February 14, 2013  
**Originator:** Angela Cox  
 Manager, Finance and Administration  
 Engineering, Environmental Services and Works  
**Subject:** 2013 Capital Budget Project – 6142WS/SS Water and Sewer  
 Rehab Ongoing Program

**RECOMMENDATION**

That a capital expenditure by-law is prepared for Council's consideration to authorize the ongoing improvements in the water and sanitary sewer departments for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #6142WS, in the amount of \$54,500 and project #6142SS in the amount of \$54,500.

**BACKGROUND**

This project provides for an on-going program to address identified deficiencies in the water and sewer departments.

This project is funded over ten years 2013-2022. In this current 2013 Capital Budget project #6142WS has \$54,500 and project #6142SS has \$54,500 as a net debenture cost. The total project cost for project #6142WS is \$623,000 and the total project cost for #6142SS is \$1,623,000.

A schedule of the proposed by-law is submitted for Council's consideration.

Construction Contract 6142WS	\$51,905
Construction Contract 6142SS	\$51,905
Financing costs	\$4,100
Administration & Overhead	<u>\$1,090</u>
Net Debentured Costs	\$109,000

The capital project is estimated to be completed December 31, 2013 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2013.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

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## **OPTION/ANALYSIS**

### **Option 1 – Proceed with the Authorizing By-law**

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$109,000 for the ongoing improvements in the water and sanitary sewer departments. This option is recommended.

### **Option 2 – Cancel outright or reduce expenditure**

That Council cancels outright or reduces the expenditure for this project. If Council were to reduce or cancel this project, then the improvements will be postponed. This option is not recommended.

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## **RECOMMENDED OPTION**

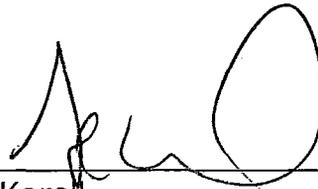
That a capital expenditure by-law is prepared for Council's consideration to authorize the ongoing improvements in the water and sanitary sewer departments for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget, project #6142WS, in the amount of \$54,500 and project #6142SS in the amount of \$54,500.

Respectfully submitted,



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Angela Cox  
Manager, Finance & Administration  
Engineering, Environmental Services  
and Works



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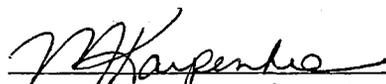
Alan Korell  
Managing Director Engineering,  
Environmental Services and Works

We concur in this report and recommendation.



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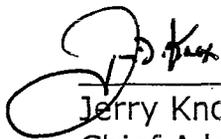
Laura Boissonneault, CGA  
Supervisor of Budgets and  
Financial Reporting



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Margaret Karpenko, CMA  
Chief Financial  
Officer/Treasurer

for:



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Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Karin Pratt

Attachments: Capital Budget Status Sheets

Copy for: Cathy Conrad

## Project Summary

<b>Project Number:</b> 6142WS	<b>Active:</b> Yes
<b>Title:</b> WATER & SEWER REHAB 2013 ON-GO	
<b>Asset Type:</b> INFRASTRUCTURE - Sanitary	
<b>Division:</b> Capital - Water	
<b>Budget Year:</b> 2013	
<b>Scenario Name:</b> Main	
<b>Budget Status:</b> Finance Funding	
<b>Regions:</b>	
<b>Project Type:</b>	

<b>Project Description</b>				<b>Project Comments</b>			
This project provides for an on-going program to address identified deficiencies in the Water and Sanitary Sewer Department.							
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	54,500	54,500	0	<b>Expense</b>			
2014	56,000	56,000	0	3425	CONSTRUCTION CONTRACT	51,905	
2015	57,500	57,500	0	4005	INTERNAL INTEREST CHARGES	2,050	
2016	59,000	59,000	0	7010	ADMINISTRATON & OVERHEAD	545	
2017	61,000	61,000	0		<b>Total Expense:</b>	<b>54,500</b>	
2018	63,000	63,000	0	<b>Revenue</b>			
2019	65,000	65,000	0	0300	Pay As You Go Water	54,500	
2020	67,000	67,000	0		<b>Total Revenue:</b>	<b>54,500</b>	
2021	69,000	69,000	0				
2022	71,000	71,000	0				
	<b>623,000</b>	<b>623,000</b>	<b>0</b>				
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>	
2013		10-20 YEARS	ALAN KORELL			Dec 31, 2013	

## Project Summary

<b>Project Number:</b> 6142SS	<b>Active:</b> Yes
<b>Title:</b> WATER & SEWER REHAB 2013 ON-GO	
<b>Asset Type:</b> INFRASTRUCTURE - Sanitary	
<b>Division:</b> Capital - Sewer	
<b>Budget Year:</b> 2013	
<b>Scenario Name:</b> Main	
<b>Budget Status:</b> Finance Funding	
<b>Regions:</b>	
<b>Project Type:</b>	

<b>Project Description</b>				<b>Project Comments</b>		
This project provides for an on-going program to address identified deficiencies in the Water and Sanitary Sewer Department.						
<b>Scenario Description</b>				<b>Scenario Comments</b>		
<b>Project Forecast</b>				<b>Project Detailed 2013</b>		
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>
2013	54,500	54,500	0	<b>Expense</b>		
2014	56,000	56,000	0	3425	CONSTRUCTION CONTRACT	51,905
2015	57,500	57,500	0	4005	INTERNAL INTEREST CHARGES	2,050
2016	59,000	59,000	0	7010	ADMINISTRATON & OVERHEAD	545
2017	61,000	61,000	0		<b>Total Expense:</b>	<b>54,500</b>
2018	63,000	63,000	0			
2019	65,000	65,000	0	<b>Revenue</b>		
2020	67,000	67,000	0	0400	SS - PAY AS YOU GO	54,500
2021	69,000	69,000	0		<b>Total Revenue:</b>	<b>54,500</b>
2022	1,071,000	1,071,000	0			
	<u>1,623,000</u>	<u>1,623,000</u>	<u>0</u>			
<b>Related Projects</b>				<b>Operating Budget Impact</b>		
<b>Year Identified</b>	<b>Start Date</b>	<b>Useful Life</b>	<b>Manager</b>			<b>Completion Date</b>
2013		10-20 YEARS	ALAN KORELL			Dec 31, 2013

City of North Bay

Report to Council

CITY OF NORTH BAY  
**#28**

Report No: CSBU 2013-16

Date: February 26, 2013  
CLERK'S DEPT

Originator: Rhéaume Bellehumeur  
Facilities & Parking Supervisor

Subject: **2013 Community Services Capital Budget, Project No. 6123PR  
Parks – Central City Rehabilitation Program**

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## RECOMMENDATION

That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the Central City Rehabilitation Program being 2013 Community Services Capital Budget, Project No. 6123PR at a net debenture cost of \$64,000.

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## BACKGROUND

The 2013 Capital Budget included an amount of \$64,000 for the Central City Rehabilitation Program being 2013 Community Services Capital Budget, Project No. 6123PR which will provide for the rehabilitation of the Downtown sidewalks, railings and furnishings. This project does not include for the full replacement of interlock sidewalks but rather the rehabilitation of them.

The City has continued to improve the downtown area by investing in the Downtown Community Improvement Plan, the Canadian Urban Institute Downtown Study, and the Downtown Business, Retention and Investment Plan. The City has also financed park and parking lot developments, street infrastructure, landscaping, and comprehensive maintenance programs. In 2013, the City's Public Works Department will be upgrading street lighting on Main Street. As part of this on-going effort, Project 6123PR will invest in the first phase of security cameras for the Downtown to enhance safety and heighten public confidence in this area. This project will be planned and funded in partnership with the DIA.

The following projects are scheduled for 2013; installation of security cameras, replacement of damaged paving stones, and landscaping (tree and shrub planters).

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## TIMELINES

These capital projects are estimated to be completed over a nine month period and will begin this spring. They are expected to be substantially complete by December 31, 2013.

This implementation period is considered fair and reasonable if all assumptions are realized. As capital projects move forward, any major variances to this schedule will be communicated to Council via semi-annual Capital Status Reports or if required Report(s) to Council

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A Schedule to the proposed By-Law is submitted for consideration of Council:

Central City Rehabilitation Costs	\$ 60,952
Financing Costs	\$ 3,048
<b>NET DEBENTURE COST</b>	<b>\$ 64,000</b>

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**ANALYSIS / OPTIONS**

Option 1 – That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the Central City Rehabilitation Program being 2013 Community Services Capital Budget, Project No. 6123PR at a net debenture cost of \$64,000.

Under this option, City Council would authorize the installation of security cameras for the Downtown as well as continued rehabilitation of downtown sidewalks and central city landscaping.

Option 2 – Cancel the Central City Rehabilitation Program for this year.

This option could compromise the safe use of downtown sidewalks and would have the potential for increased liability exposure from injury claims due to the deteriorating conditions.

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**RECOMMENDED OPTION / FINANCIAL IMPLICATIONS**

Option 1 – That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the Central City Rehabilitation Program being 2013 Community Services Capital Budget, Project No. 6123PR at a net debenture cost of \$64,000.

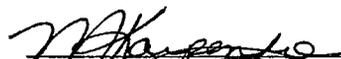
Respectfully submitted,



Rhéaume Bellehumeur  
Facilities & Parking Supervisor

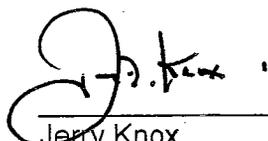
We concur in this report and recommendation.

for   
\_\_\_\_\_  
Laura Boissonneault, CGA  
Supervisor of Budgets & Financial Reporting

  
\_\_\_\_\_  
Margaret Karpenko, CMA  
Chief Financial Officer / Treasurer

  
\_\_\_\_\_  
Ian Kilgour  
Director of Parks, Recreation & Leisure Services

  
\_\_\_\_\_  
Peter Chirico  
Managing Director, Community Services

  
\_\_\_\_\_  
Jerry Knox  
Chief Administrative Officer

Persons designated for continuance:

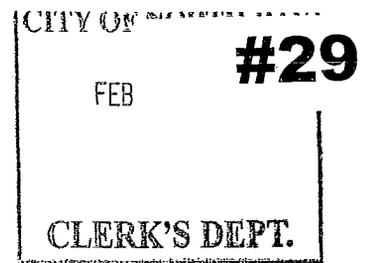
Facilities & Parking Supervisor  
Parks Manager

## Project Summary

<b>Project Number:</b>	6123PR		
<b>Title:</b>	CENTRAL CITY REHAB PROGRAM 2013 ON-GO		
<b>Asset Type:</b>	INFRASTRUCTURE - Roads		
<b>Division:</b>	Capital - Community Services		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main	<b>Active:</b>	Yes
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>			

<b>Project Description</b>				<b>Project Comments</b>			
<p>This program provides for the rehabilitation of the following Central City park locations; Downtown sidewalk repair, the Civic Plaza, Ferguson Block parkette, Memorial Park Cenotaph/Algonquin Regiment Cenotaph/Algonquin median planters, Fountain Parkette, Algonquin Hill planters, Oak Street planters and parking lot planters. It includes the renovation/replacement of interlocking stone sidewalks, railings, stairs, retaining walls, furnishing, trees and shrubs.</p>				<p>Installation of Downtown Cameras with contribution from Downtown Improvement Area (DIA).</p> <p>Downtown lighting retrofit will be required to increase brightness for camera effectiveness and to promote safer environment. Public works is responsible for this project as part of the street lighting program.</p> <p>This budget does not include the costs for the complete removal and restoration of downtown sidewalks. These sidewalk replacement costs should be included with Engineering projects.</p> <p>Each year's allocation is for sidewalk repair, furnishing, landscape and general rehabilitation work.</p> <p>See project #6110RD for related road work.</p>			
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	64,000	64,000	0	<b>Expense</b>			
2014	66,000	66,000	0	3425	CONSTRUCTION CONTRACT	60,952	
2015	68,000	68,000	0	4005	INTERNAL INTEREST CHARGES	2,408	
2016	70,000	70,000	0	7010	ADMINISTRATON & OVERHEAD	640	
2017	72,000	72,000	0	<b>Total Expense:</b>			<b>64,000</b>
2018	74,000	74,000	0	<b>Revenue</b>			
2019	76,000	76,000	0	0461	TSF FRM REV FUND-PAYGO	64,000	
2020	78,000	78,000	0	<b>Total Revenue:</b>			<b>64,000</b>
2021	80,000	80,000	0				
2022	82,000	82,000	0				
	730,000	730,000	0				
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>				<b>Start Date</b>		<b>Project Partner</b>	
2013						15 YEARS	
<b>Manager</b>				<b>Est. Completion Date</b>			
PETER CHIRICO				Dec 31, 2013			

**CITY OF NORTH BAY  
REPORT TO COUNCIL**



**Report No:** CSBU 2013 - 31

**Date:** February 25, 2013

**Originator:** Peter Chirico, Managing Director, Community Services

**Subject:** Capital Budget Project #6130AT- North Bay Jack Garland Airport  
- 2013 Regular Repairs / Maintenance

---

**RECOMMENDATION**

That a Capital Expenditure By-law be prepared for the consideration of City Council to authorize the improvements to the North Bay Jack Garland Airport, being Community Services 2013 Capital Budget Project No. 6130AT, at a net debenture cost of \$326,500.

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**BACKGROUND**

The 2013 approved Capital Budget includes \$326,550. for improvements to the North Bay Jack Garland Airport. The projects listed for 2013 are as follows:

Replacement of Snow Dome Roof and Garage Roof*	\$285,000.00
Lighting upgrades Apron and Taxiway	\$100,000.00
Replacement of 1 ton Utility Vehicle with box	\$125,000.00
Emergency Repairs	\$ 25,000.00
Financing Costs	<u>\$ 15,550.00</u>
Total Expenditures	\$550,550.00
* Less ACAP Funding	<u>\$224,000.00</u>
 NET DEBENTURE COST	 \$326,550.00

The replacement of the Snow Dome Roof and Garage Roof are expected to receive funding of approximately \$224,000.00 under Transport Canada's ACAP funding program. The two roof replacements will only proceed if ACAP funding is received. The balance of the funds will be utilized for the uses noted above. Emergency Capital repairs as noted above are utilized for only projects that must be done otherwise funds will not be expensed. Attached is the Project Summary report, project 6130AT which outlines the ten year capital plan for the Airport.

Timelines

These Capital projects are estimated to be completed over the next ten month period and will be initiated immediately. The two projects for roof replacements will commence once ACAP funding is approved. They are expected to be substantially complete by December 31, 2013.

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This implementation period is considered fair and reasonable if all assumptions are realized. As capital projects move forward, any major variances to this schedule will be communicated to Council via semi-annual Capital Status Reports or if required, Report(s) to Council.

A Schedule to the proposed By-law is submitted for consideration of Council:

Airport Capital Projects	\$311,000.00
Financing Costs	\$ <u>15,550.00</u>
<b>NET DEBENTURE COST</b>	<b>\$326,550.00</b>

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### **ANALYSIS / OPTIONS**

#### Option 1:

That a Capital Expenditure By-law be prepared for the consideration of City Council to authorize the improvements to the North Bay Jack Garland Airport, being Community Services 2013 Capital Project No.6130AT, at a net debenture cost of \$326,550.

This will allow for the continued investment in ongoing capital requirements for the upkeep of the North Bay Jack Garland Airport as well as facilitate the leveraging of up to \$224,000. under Transport Canada's ACAP program.

#### Option 2:

Council may cancel this program or reduce the expenditure limit.

Under this option the Airport Corporation would be unable to proceed with ongoing maintenance of the infrastructure and over a period of time, Council would be faced with greater requests for capital assistance. Eliminating or reducing the capital investment in the Airport could also limit the amount of leveraged funds received under the ACAP funding program.

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### **RECOMMENDED OPTION**

#### Option 1:

That a Capital Expenditure By-law be prepared for the consideration of City Council to authorize the improvements to the North Bay Jack Garland Airport, being Community Services 2013 Capital Project No. 6130AT, at a net debenture cost of \$326,550.

Respectfully submitted,



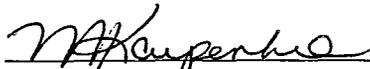
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Peter Chirico  
Managing Director, Community Services

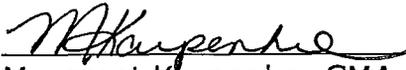
PC/dlb

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attach.

for   
Laura Boissonneault

Supervisor, Budgets & Financial Reporting



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Margaret Karpenko, CMA  
Chief Financial Officer / Treasurer

We concur with this report and recommendations.



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Jerry D. Knox  
Chief Administrative Officer

Person designated for continuance: Managing Director, Community Services  
Manager, North Bay Jack Garland Airport

Copy: Jack Santerre, Manager, North Bay Jack Garland Airport

## Project Summary

<b>Project Number:</b>	6130AT		
<b>Title:</b>	NORTH BAY JACK GARLAND AIRPORT 2013		
<b>Asset Type:</b>	BUILDINGS - Airport		
<b>Division:</b>	Capital - Community Services		
<b>Budget Year:</b>	2013		
<b>Scenario Name:</b>	Main	<b>Active:</b>	Yes
<b>Budget Status:</b>	Finance Funding		
<b>Regions:</b>			
<b>Project Type:</b>			

<b>Project Description</b>				<b>Project Comments</b>			
This project is to provide for an on-going program of repairs and maintenance to the Jack Garland Airport. The Airport provides a 10 year capital plan consistent with the City's process.				Third party funding is anticipated in 2014 in the amount of \$433,333.			
<b>Scenario Description</b>				<b>Scenario Comments</b>			
<b>Project Forecast</b>				<b>Project Detailed 2013</b>			
<b>Budget Year</b>	<b>Total Expense</b>	<b>Total Revenue</b>	<b>Difference</b>	<b>GL Account</b>	<b>Description</b>	<b>Total Amount</b>	
2013	326,550	326,550	0	<b>Expense</b>			
2014	1,730,000	1,730,000	0	3425	CONSTRUCTION CONTRACT		311,000
2015	246,100	246,100	0	4005	INTERNAL INTEREST CHARGES		12,284
2016	267,500	267,500	0	7010	ADMINISTRATON & OVERHEAD		3,266
2017	418,000	418,000	0			<b>Total Expense:</b>	<b>326,550</b>
2018	375,725	375,725	0	<b>Revenue</b>			
2019	241,000	241,000	0	0461	TSF FRM REV FUND-PAYGO		326,550
2020	241,000	241,000	0			<b>Total Revenue:</b>	<b>326,550</b>
2021	346,500	346,500	0				
2022	346,500	346,500	0				
	<u>4,538,875</u>	<u>4,538,875</u>	<u>0</u>				
<b>Related Projects</b>				<b>Operating Budget Impact</b>			
<b>Year Identified</b>	<b>Start Date</b>	<b>Project Partner</b>	<b>Manager</b>			<b>Est. Completion Date</b>	
2013			PETER CHIRICO				

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

Report No: CSBU 2013-33

Date: February 28, 2013

Originator: Ian Kilgour  
Director of Parks, Recreation and Leisure ServicesSubject: **Appointment of Municipal Weed Inspector 2013**

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**RECOMMENDATION**

That City Council appoint the City's Parks and Facilities Manager as Municipal Weed Inspector for 2013, and that the City Clerk be authorized to prepare the appropriate by-law to appoint the City's Parks and Facilities Manager as the Municipality's Weed Inspector for 2013 and submit the name of the Municipal Weed Inspector to the Provincial Chief Inspector before April 1<sup>st</sup> of this year.

---

**BACKGROUND**

Under Section 6 (1) of the *Weed Control Act, R.S.O. 1990, Chapter W.5*, councils of every county, district municipality and regional municipality shall by by-law appoint one or more persons as area weed inspectors. The name of the appointed weed inspector must be reported to the province's Chief Inspector before April 1<sup>st</sup>.

City Council has appointed the Parks and Facilities Manager as the Municipal Weed Inspector each year as required by the province's *Weed Control Act*. The weed inspector qualification is outlined in the Parks Manager's job description and is a prerequisite to employment with the City.

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**ANALYSIS / OPTIONS**

Option #1 Approve the appointment of the City's Parks and Facilities Manager as the Municipal Weed Inspector for 2013, prepare the appropriate by-law, and report the name of the City's Weed Inspector to the province's Chief Weed Inspector before April 1<sup>st</sup> of this year.

Option #2 Not approve the appointment of a Municipal Weed Inspector.

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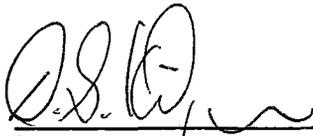
**RECOMMENDED OPTION**

Option #1 Approve the appointment of the City's Parks and Facilities Manager as the Municipal Weed Inspector for 2013, prepare the appropriate by-law, and report the name of the City's Weed Inspector to the province's Chief Weed Inspector before April 1<sup>st</sup> of this year.

There are no financial implications for this request.

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Respectfully submitted,

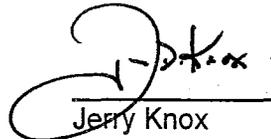


Ian Kilgour  
Director of Parks, Recreation and Leisure Services

I concur in this report and recommendation.



Peter Chirico  
Managing Director, Community Services



Jerry Knox  
Chief Administrative Officer

Person designated for continuance: Parks & Facilities Manager

Attachments: Letter from Ministry of Agriculture and Food

Copy for: Parks Manager  
City Solicitor

Ministry of Agriculture,  
Food and Rural Affairs

Ministère de l'Agriculture,  
de l'Alimentation et des  
Affaires rurales



3rd Floor  
1 Stone Road West  
Guelph, Ontario N1G 4Y2  
Tel: (519) 826-3318  
Fax: (519) 826-3567

3<sup>e</sup> étage  
1 Stone Road West  
Guelph (Ontario) N1G 4Y2  
Tél.: (519) 826-3318  
Télééc.: (519) 826-3567

## Agriculture Development Branch

Date: February 26, 2013

To: Clerks of County, District, Regions and other Municipalities

From: Mike Cowbrough  
Chief Weed Inspector

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Subject: **Weed Control Act R.S.O. 1990 and appointment of Weed Inspectors**

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The following requirements of municipalities exist under the *Weed Control Act, R.S.O. 1990, Chapter W.5*:

- Section 6 (1) the council of every upper-tier and single-tier municipality shall by by-law appoint one or more persons as area weed inspectors to enforce this Act in the area within the council's jurisdiction and fix their remuneration or other compensation.
- Section 7 (1) the clerks of each upper-tier and single-tier municipality shall report the names of all area weed inspectors **before April 1, 2013.**
- Section 8 (1) municipalities may by by-law appoint one or more persons as municipal weed inspectors.
- Section 9 (1) the clerks of municipalities who have appointed municipal weed inspectors shall report the names of all municipal weed inspectors **before April 1, 2013.**

**If since last year (2012) there has been no change in personnel appointed as weed inspector in your municipality, then there is no need to fill out the attached form.**

**If there has been a new person appointed as a weed inspector, please fill out the attached form and return it to the attention of Vaughan Allan at the address below before April 1, 2013.**

Vaughan Allan  
1 Stone Road West  
3<sup>rd</sup> Floor SW  
Guelph, Ontario  
N1G 4Y2

.../2



Good Things Grow in Ontario  
À bonne terre, bons produits



**Please forward on the following information to your appointed weed inspector:**

The annual Weed Inspector's Conference and Training Day will be held on **April 17, 2013 in Guelph at the Victoria East Golf Course**. To review the program agenda go to: [www.fieldcropnews.com](http://www.fieldcropnews.com). You can register for the conference by phone at 1-877-424-1300 or fill out and mail in the attached registration form. Space is limited so we ask that you register by **April 12, 2013**.

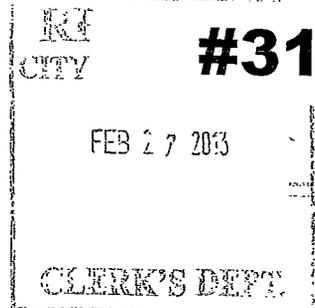


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Mike Cowbrough  
Chief Weed Inspector

**City of North Bay**

**Report to Council**



Report No.: CORP 2013-07

Date: February 26, 2013

Originator: Lorraine Rochefort and Margaret Karpenko

Subject: 2013 Assessment Analysis & Tax Policy Review

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**RECOMMENDATIONS:**

That the 2013 Assessment Analysis & Tax Policy Review Report be referred to Committee.

---

**BACKGROUND:**

As of the time of preparing this report, the 2013 municipal property tax levy required is estimated at \$75,482,502, an increase of approximately \$1,693,925, before growth.

The Municipal Property Assessment Corporation (MPAC) undertook its second province-wide reassessment in the fall of 2012. The first reassessment took place in 2008 for the 2009-2012 taxation years with a valuation date of January 1, 2008. The current reassessment is effective for the 2013-2016 taxation years and is based on a valuation date of January 1<sup>st</sup>, 2012.

Market increases in assessed value between January 1, 2008 and January 1, 2012 will be phased in over four years (2013-2016). The full benefit of a decrease is applied immediately.

Prior to the adoption of tax rates, municipalities are required on an annual basis to make many decisions in respect of tax policy that will affect the apportionment of the tax burden within and between tax classes.

In order to ensure that appropriate and locally sensitive tax policy choices can be made in a timely manner, a careful examination of the following relationships and circumstances must be undertaken:

1. Real assessment and revenue growth and/or loss that has occurred over the past year, which is the starting point, or revenue limit, for budgetary and rate setting purposes;

2. Assessment phase-in program tax impacts and changes to the assessment roll;
3. Property tax shifts and tax dollar impacts from 2013 phase-in assessments;
4. Tax ratio analysis. The effect of status quo and optional tax ratio scenarios on the distribution of the tax burden between tax classes, and
5. The impact of the mandatory "tax capping" protection program on both the capped and uncapped classes, including the effects of any optional capping tools that may be adopted by the municipality. Tax capping recommendations will be brought forward to Council in a separate report.

**1. Real Assessment Growth:**

Real assessment growth is generated by supplementary assessments resulting from new buildings, additions, new subdivisions, severances, etc. and reduced by reductions in assessment resulting from assessment appeals.

The following table outlines the growth experience for the past five years:

**Year over Year Real Assessment Growth:**

<b>Taxation Year(s)</b>	<b>Real Assessment Growth %</b>	<b>Additional Tax Revenue</b>
2008-2009	1.30%	\$ 798,000
2009-2010	0.89%	\$ 587,000
2010-2011	1.47%	\$ 1,065,228
2011-2012	.61%	\$ 414,463
2012-2013	.39%	\$ 289,267

**2012-2013 Real Assessment Growth by Tax Class:**

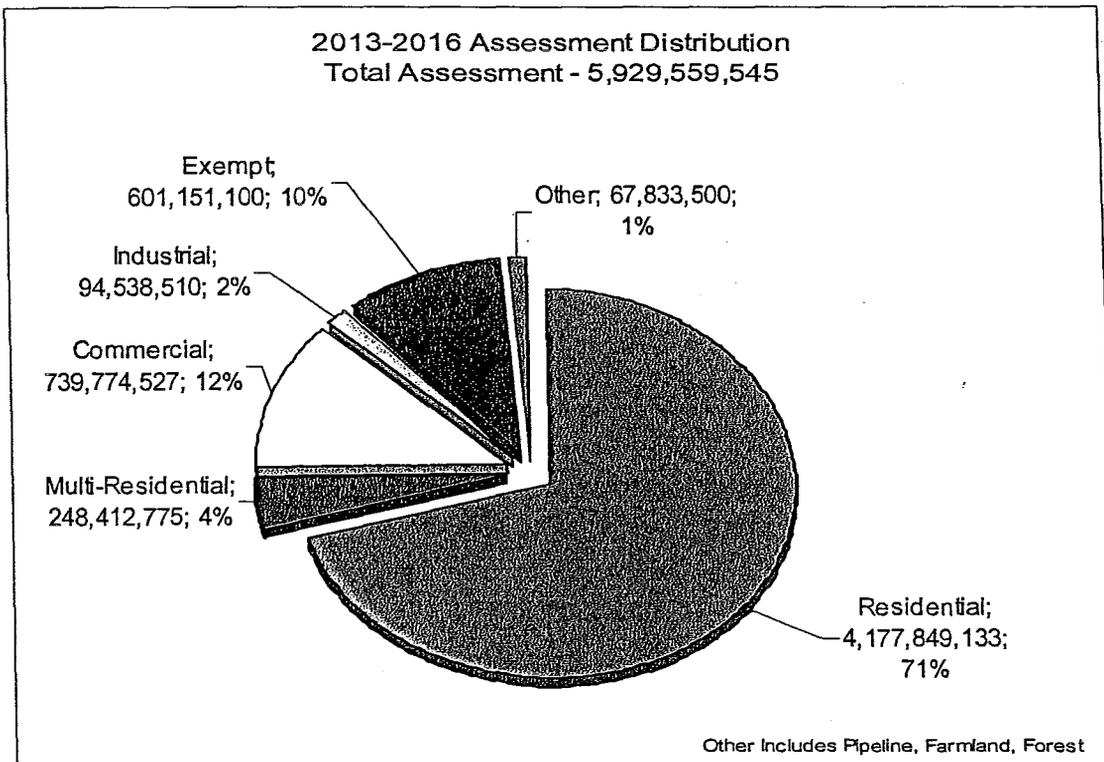
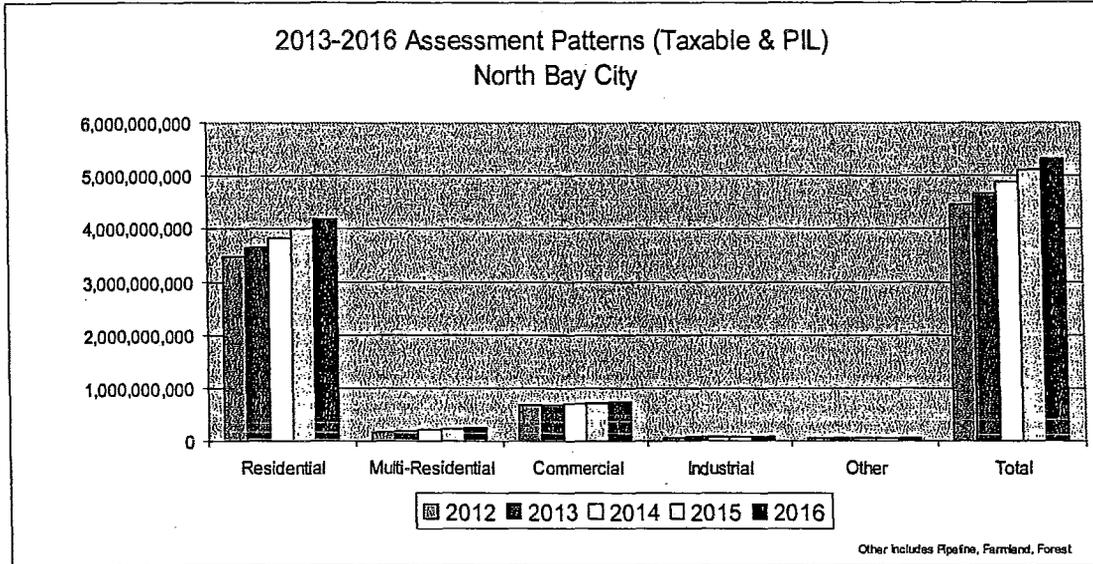
<b>Tax Class</b>	<b>Growth %</b>	<b>Impact on Tax Levy</b>
Residential	.99	\$ 477,824
Multi-Residential	-4.68	-\$ 269,189
Commercial	.59	\$ 105,215
Industrial	-1.98	-\$ 26,439
Managed Forest	-.60	-\$ 48
Farmland	2.44	\$ 19
Pipelines	.19	\$ 1885
<b>Total</b>		<b>\$ 289,267</b>

The multi-residential real assessment growth reduction is primarily as a result of properties converting to condominiums. When converted, the tax class changes from multi-residential to residential.

**2. Assessment Phase-In Program:**

In addition to growth related changes to the assessment roll, the progression and impact of the four-year phase-in program is also of central interest to the City.

The following chart outlines the 2012-2016 assessment patterns experienced by the City as a result of the reassessment.



**2013-2016 Value Changes:**

<b>Tax Class</b>	<b>2013 Value % inc./dec.</b>	<b>2014 Value % inc./dec.</b>	<b>2015 Value % inc./dec.</b>	<b>2016 Value % inc./dec.</b>	<b>2013-2016 Total Value</b>
Residential	4.87	4.90	4.67	4.46	20.27%
Multi-Res.	10.00	9.42	8.61	7.93	41.10%
Commercial	.92	3.43	3.32	3.21	11.31%
Industrial	7.87	7.87	7.29	6.80	33.33%
Pipeline	1.68	1.65	1.62	1.60	6.72%
Farmland	2.61	2.54	2.48	2.42	10.42%
Mg. Forest	-23.84	4.49	4.30	4.12	-13.58%
<b>Total</b>	<b>4.54</b>	<b>4.90</b>	<b>4.67</b>	<b>4.46</b>	<b>19.90%</b>

When analyzing the re-assessment results it is important to understand that the overall value is the market increase/decrease of that class from the valuation date of January 1, 2008 to the valuation date of January 1, 2012 for the 2013-2016 assessment years. Other factors such as assessment methodology changes also impact the overall results.

As noted in the chart, the multi-residential tax class is absorbing the highest shift. As we understand it, the change is as a result of the new assessment methodology employed by MPAC. For 2013 and onward, the "actual" rents for the properties are not factored into the calculation. A "fair market rent" for the class has been applied to all properties whereby contributing to the increased assessment levels noted above.

**3. Property Tax Shifts and Tax Dollar Impacts**  
**- 2013 Phase-in Assessments:**

Translating broad class assessment changes to tax dollar impacts (municipal and education) is demonstrated below, applying the 2012 tax ratios and the 2013 estimated tax rates. This analysis includes taxable properties only, does not include Payment In Lieu of Taxes (PIL) properties.

<b>Tax Class</b>	<b>Tax Class Shift (based on 2012 Tax Ratios and estimated 2013 Tax Rates)</b>	<b>Tax Levy Shift</b>
Residential	1.95%	\$1,093,523
Multi-Residential	7.04%	\$ 411,232
Commercial	-.77%	-\$ 170,024
Industrial	5.80%	\$ 125,916

**Distribution of Taxes**

The following chart reflects the distribution of tax increases by class, (municipal and education) and Payment In Lieu of Taxes properties and shows and the number of properties increasing and decreasing.

Tax Class	Municipal Tax Increase	Education Tax Increase	Total Tax Increase	Properties increasing	Properties decreasing
Residential	\$1,037,094	\$ 43,694	\$1,080,788	16,221	1,739
Multi-Res.	390,337	21,451	411,788	114	34
Commercial	(392,518)	50,945	(341,573)	812	427
Industrial	62,154	63,294	125,448	245	45
Other	(11,732)	(352)	(12,084)	22	24
<b>Total</b>	<b>\$1,085,335</b>	<b>\$179,032</b>	<b>\$1,264,367</b>	<b>17,414</b>	<b>2,269</b>

The following chart reflects the tax impact to the Residential class.

\$ Impact	Increasing Properties	Decreasing Properties
\$ 0 - \$100	12,361	1,315
\$100 - \$200	3,218	201
\$200+	642	223
<b>Total</b>	<b>16,221</b>	<b>1,739</b>

**Current Value Assessment Change Analysis and Tax Dollar Impacts**

Residential properties – municipal taxes only

The assessed value of 197,250 is used in the following table is the 2013 average assessment of a single family dwelling not on water.

For comparative purposes the BMA Study defined a single family detached dwelling as a detached three-bedroom single storey home with 1.5 bathrooms and a one car garage. Total area of the house is approximately 1,200 sq. ft. and the property is situation on a lot that is approximately 5,500 sq. ft.

	<b>Scenario 1</b>	<b>Scenario 2</b>	<b>Scenario 3</b>
	0% increase in CVA	4.87% increase in CVA	2.6% increase in CVA
2012 CVA	<b>197,250</b>	197,250	197,250
2013 CVA	<b>197,250</b>	206,856	202,378
Dollar Change	0	9,606	5,108
Percentage Change	0%	4.87%	2.59%
2012 Taxation	\$2,774	\$2,774	\$2,774
2013 Taxation	\$2,702	\$2,834	\$2,772
Dollar change	-\$ 72	\$ 60	-\$ 2
Percentage Change	-2.6%	2.3%	0%

Scenario 1: if a property's assessment remained constant year over year, the taxes would *decrease* by 2.6% which is the tax rate reduction from 2012.

Scenario 2: if a property's assessment increased by the 4.87% which is the broad class increase, the taxes would *increase* by 2.3% which is the tax levy increase before growth.

Scenario 3: a property's assessment could increased by 2.6% (tax rate reduction year over year) with minimal or no tax dollar impact.

#### **4. Tax Ratios:**

For 2013, the Municipal Act continues to provide municipalities with a range of tax policy tools that may be used to alter the distribution of the tax burden both within and between tax classes. Tax ratios may be adjusted to affect the level of taxation on different tax classes.

Municipalities are required to establish tax ratios for the multi-residential, commercial, industrial and pipeline classes prior to finalizing tax rates for this year's tax cycle. Established ratios ultimately govern the relationship between the rate of taxation for each affected class and the tax rate for the residential property class.

The tax ratio for the residential class is legislated at 1.0, while the farm and managed forest classes have a prescribed tax ratio of 0.25. Municipalities do have the flexibility to set a tax ratio for the farm class that is below 0.25. Council reduced the farm class ratio to 0.15 in 2003.

In setting tax ratios for all other property classes, municipalities must do so within the guidelines prescribed by the Province. Council may choose to:

- adopt the current tax ratio for any class (2012 adopted);
- establish a new tax ratio for the year that is closer to or within the Range of Fairness. This option gives the City the flexibility to reduce tax ratios as per the Long Term Tax Policy;
- revenue neutral transition ratios to mitigate phase-in related tax shifts between classes.

An analysis has been undertaken to show the effects of the following tax ratio scenarios for the affected classes using the municipal levy only.

1. Status quo 2012 ratios
2. Reduced ratios as per Long Term Tax Policy
3. Revenue neutral ratios (maximum)

Tax Ratio Comparison:

Property Class	1. 2012 Tax Ratios Status Quo	2. 2013 Tax Ratios Long Term Tax Policy	3. 2013 Revenue Neutral Tax Ratios	Tax Policy Target
Residential	1.000000	1.000000	1.000000	<b>1.000000</b>
Multi-Res.	2.205400	2.167200	2.101877	<b>1.400000</b>
Commercial	1.882200	1.859600	1.965605	<b>1.400000</b>
Industrial	1.400000	1.400000	1.366225	<b>1.400000</b>
Farmlands	.150000	.150000	.150000	<b>.150000</b>
Managed Forest	.250000	.250000	.250000	<b>.250000</b>
Pipelines	1.165600	1.165600	1.201775	<b>1.165600</b>

2013 Reassessment Tax Shifts using alternate tax ratios:

Scenario 1			Scenario 2		Scenario 3	
Tax Class	Class Shift 2012 Tax Ratios Increase/ (decrease)	Tax Levy Shift	Class Shift using Tax Policy reductions	Tax Levy Shift	Class Shift Max. Rev. Neutral Tax Ratios	Tax Levy Shift
Residential	1.95%	\$1,093,523	2.31%	\$1,297,612	1.38%	\$773,636
Multi-Res.	7.04%	\$ 411,232	5.72%	\$333,702	1.73%	\$101,224
Comm.	-.77%	\$ -170,024	-1.30%	\$ -287,017	1.74%	\$383,570
Industrial	5.80%	\$125,916	6.06%	\$131,625	3.85%	\$83,719

*(Comparison of residential and protected classes only. Offsetting balance to the residential shift includes all tax classes)*

Scenario 1 - represents the tax class shift as a result of the 2013 phased-in assessment. The multi-residential tax class is absorbing the highest shift at 7.04%.

Scenario 2 - represents the tax class shifts if tax ratios reduced in the commercial and multi-residential tax classes as per the Long Term Tax Policy. This results in an increase to the levy in the residential and industrial tax classes and a reduction to the multi-residential and commercial levies.

Scenario 3 - represents the tax class shifts if the "revenue neutral" tax ratios were imposed which retains the same distribution of taxes between the property classes that existed in 2012. This results in a substantial increase to the commercial levy and a reduction to all other classes.

---

### **Tax Reductions for Mandated Subclasses of Vacant Land/Units:**

Municipalities must pass by-laws to reduce the tax burden on vacant commercial and industrial land. The by-law identifies the reduction as a percentage discount of the occupied tax rate.

Section 313 of The Municipal Act provides two options as follows:

Vacant Commercial and Industrial:

- 1) Use legal default reductions of 30% and 35% for the commercial and industrial classes respectively, or
- 2) Set a uniform discount rate for both classes anywhere between 30% and 35%.

The City has chosen to set a uniform rate of 30% for both classes and passes a by-law annually to adopt the discount rates.

Administration continues to recommend this policy.

### **Long Term Tax Policy**

Council adopted a Long Term Tax Policy in 2005 which introduced the following goals and implementation plans:

To reduce tax ratios for the multi-residential and commercial classes to 1.400 over a twenty-five year period *only if the tax burden shifts can be offset by real assessment growth.*

- To consider annually a transfer of excess supplementary taxes in the multi-residential and commercial classes to a Tax Policy Reserve Fund.
- To accelerate the movement toward full Current Value Assessment for all properties in the capped classes utilizing the capping options available.
- To fund the cost of the mandatory capping program within each class.
- To consider annually the options to fund a portion of the cost of the mandatory capping program from the Tax Policy Development Reserve Fund.

Administration continues to recommend this policy.

### **Tax Policy Reserve Fund**

To facilitate implementation of the Tax Policy, Council established a Tax Policy Development Reserve Fund in 2004 as follows:

- To transfer excess supplementary municipal taxes in the commercial and multi-residential classes to a Tax Policy Development Reserve.
- Excess amount to be based on year-end report from Chief Financial Officer.
- The total balance as at December 31, 2012 is \$346,502.52.

Administration continues to recommend this policy.

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**2013 Tax Policy Options:**

**Mandatory Capping Options:**

Tax capping recommendations will be brought forward to Council in a separate report.

**Tax Ratios Options:**

1. To reduce the multi-residential and commercial tax ratios using real assessment growth as follows:

- Multi-residential tax ratio by .0382            from 2.2054 to 2.1672
- Commercial tax ratio by .0226                from 1.8822 to 1.8596

2. To adopt tax ratios to the maximum revenue neutral transition ratios to avoid shifts that have occurred between property classes as a result of the 2013 phase-in reassessment.

3. To maintain the 2012 tax ratios for the 2013 year as follows:

Multi-residential - 2.2054	Pipeline	- 1.1656
Commercial - 1.8822	Farmland	- 0.1500
Industrial - 1.4000	Managed Forest	- 0.2500

---

**OPTIONS / ANALYSIS:**

**Option 1:**

To reduce the 2013 tax ratios as per the Long Term Tax Policy as follows:

- Multi-residential tax ratio by .0382            from 2.2054 to 2.1672
- Commercial tax ratio by .0226                from 1.8822 to 1.8596

The Long Term Tax Policy requires that the reductions be funded by real assessment growth. The multi-residential reduction did not realize growth, but a large decrease in the amount of \$269,189.00. Therefore, the multi-residential reduction is not an option.

The cost to fund the commercial reduction is \$116,993.00. The commercial tax class realized growth in the amount of \$105,215.00 therefore growth would not fully fund the cost of the reduction. Therefore, the commercial reduction is not an option.

---

**Option 2:**

To increase the tax ratios to the maximum revenue neutral transition ratios would mitigate the tax shift to the multi-residential and industrial tax classes.

The analysis shows that although the shifts to the residential, multi-residential and industrial classes would be reduced the commercial class would bear the burden.

The Long Term Tax Policy has set the industrial tax ratio of 1.40 as the destination tax ratio for the multi-residential and commercial tax classes. Revenue neutral ratios would further reduce the destination industrial ratio and increase the commercial ratio which is in contravention of the Policy and a step backward in Council's long term vision as it relates to tax ratios.

At Council's strategic session in September, Administration heard the primary goals of economic development and focus on expanding sports tourism and revitalization of the downtown core. Although Revenue Neutral ratios have some favourable results for all other classes, the increased burden on the commercial sector is significant and may have long term impacts to Council's strategic goals.

Therefore Administration is not recommending a change.

**Option 3:**

1) To maintain the 2012 tax ratios for the 2013 year as follows:

- Multi-Residential - 2.2054      Pipeline - 1.1656
- Commercial - 1.8822      Farmland - 0.1500
- Industrial - 1.4000      Managed Forest - 0.2500

Tax ratios have been reduced from the 1998 transition ratios from 2001-2008 in an effort to redistribute the relative tax burden in the non-residential tax classes.

The analysis shows that any change to the tax ratios for 2013 is in contravention of the Long Term Tax Policy.

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**RECOMMENDED OPTION:**

Option 3 is the recommended option.

That Council adopts the 2013 Tax Policy recommendations as follows:

i) That the 2013 tax ratios remain at the 2012 levels as follows:

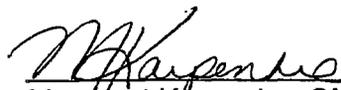
Multi-Residential	- 2.2054	Pipeline	- 1.1656
Commercial	- 1.8822	Farmland	- 0.1500
Industrial	- 1.4000	Managed Forest	- 0.2500

ii) That the 2013 Capping Program recommendations be brought forward under a separate report.

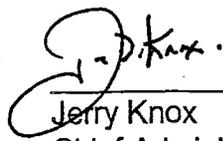
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Respectfully submitted,

  
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Lorraine Rochefort, AMCT  
Manager of Revenues & Taxation

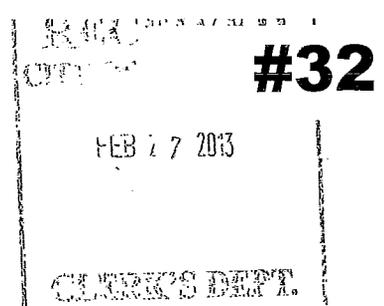
  
\_\_\_\_\_  
Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer

I/We concur in this report and recommendations.

  
\_\_\_\_\_  
Jerry Knox  
Chief Administrative Officer

Personnel designated for continuance: Manager of Revenues & Taxation  
Chief Financial Officer/Treasurer

**CITY OF NORTH BAY**  
**REPORT TO COUNCIL**



Report No: CORP 2013 - 28

Date: February 25, 2013

Originator: Al Lang / Margaret Karpenko

Subject: 2013 Development Charges

---

**RECOMMENDATIONS:**

- 1. That the Chief Financial Officer be authorized to increase Development Charges rates for 2013 by 1.6% as outlined in Report No. CORP 2013 - 28; and**
- 2. That the rate increase be referred to the General Government Committee for a public meeting.**

---

**BACKGROUND:**

The *Development Charges Act, 1997* states that the council of a municipality may by by-law impose Development Charges against land to pay for growth related capital costs associated with meeting the service requirements of new development.

The underlying principle of Development Charges is that growth should pay for capital costs associated with servicing new growth and not place a burden on existing taxpayers. When capital costs associated with new growth are not recovered from Development Charges, the result is higher taxes for existing taxpayers, or, a lower level of service being provided by the City. The City has imposed a Development Charge since the *Development Charges Act* came into effect in 1998.

City Council passed Development Charges By-Law No. 2009-252 on December 14, 2009. Clause 16 of this by-Law states that "Council may adjust the development charges annually, without amendment to the by-law in accordance with the most recent 12 month change in the Statistics Canada Quarterly "Construction Price Index"." The "Non-Residential Building Construction Price Index" for the most recent twelve month period was 2.4%. This index has been used consistently in past years to determine any rate adjustments.

The index in 2011 was 1% and Council approved an increase of 1%. In 2012 the index was 3.9%. Council approved an increase of 1.9% as recommended by the CFO. This indexing reflected the general CPI rate and was used in the 2012 budget for the Long Term Capital Funding Policy.

At a meeting of the Development Liaison Advisory Committee (DLAC) on January 29, 2013, Administration reported on the 2013 CPI increase, 2013 phase-in rates and the building permits issued in the surrounding communities. Two fewer new residential unit building permits were issued in 2012 than in 2011 in North Bay. That amounted to 43.4% of all new residential unit building permits issued in North Bay, Callander, East Ferris and West Nipissing in 2012. Over the past 4 years North Bay's new residential unit building permits have averaged 43.5% of all permits issued in the 4 communities. It doesn't appear that North Bay is losing ground to the surrounding communities in terms of new residential unit building permits. Only one other community in the surrounding area, Callander, charges a development charge.

At that DLAC meeting, developers were in general agreement that the development charges in North Bay made it more difficult to compete with the surrounding communities. It was felt that this was more evident in the construction of smaller affordable housing where the development charge becomes a greater percentage of the selling price. They agreed that they should form a group that would meet with the consultant during the next background study in 2014 to discuss options.

On hearing their concerns, and in an effort to minimize the impact on development, the Chief Financial Officer is recommending an indexing increase of 1.6% being the average between the 2.4% Statistics Canada rate and the general CPI of .8% for the same period. This is a fair and reasonable increase. The gap between the actual rate and the total eligible rate widens when a zero percent or any other increase less than the Statistics Canada rate is approved.

A comparison of Development Charges for 2013 after phase-in is as follows:

	<b>Single and Semi Detached</b>	<b>Entry-Level Detached &amp; Semi Detached</b>	<b>Multiple</b>	<b>Apartments</b>	<b>Dwellings in Rural Areas</b>	<b>Non-Residential per Square Foot of Gross Floor Area</b>
Rate with 1.6% Indexing	<b>\$8,611</b>	<b>\$7,321</b>	<b>\$7,074</b>	<b>\$4,091</b>	<b>\$4,306</b>	<b>\$3.04</b>
Rate without Indexing	\$8,476	\$7,204	\$6,971	\$4,030	\$4,238	\$2,99
\$ Change	<b>\$135</b>	<b>\$117</b>	<b>\$103</b>	<b>\$61</b>	<b>\$68</b>	<b>\$.05</b>
\$ Change with 2.4% Indexing	\$203	\$173	\$158	\$92	\$102	\$0.07

The 2013 rates in Schedule "B" of By-Law No. 2012-135 for 2013 would be changed as follows:

<b>Schedule "B" of By-Law No. 2012-135 2013 Phase - In with 1.6% Indexing</b>					
Detached and Semi Detached	Entry-Level Detached and Semi Detached	Multiple	Apartments	Dwellings in Rural Areas	Non-Residential Per Sq. Ft of Gross Floor Area
<b>\$8,611</b>	<b>\$7,321</b>	<b>\$7,074</b>	<b>\$4,091</b>	<b>\$4,306</b>	<b>\$3.04</b>

The rate charged for the Area – Specific Development Charge for Cedar Heights in Schedule "C" of By-Law No. 2012-135 would be increased by 1.6% to **\$1,274** from \$1,254. The complete Schedule "B" and Schedule "C" are attached to this report.

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#### **ANALYSIS / OPTIONS:**

Option #1- Proceed with the indexed rate changes of 1.6% as provided for in the by- law.

Option #2 - Make no amendments to the rates.

Option # 3 - Proceed with an increase of any rate change up to the indexed rate change of 1.6%.

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#### **RECOMMENDED OPTION / FINANCIAL IMPLICATIONS:**

**Option # 1 is recommended as follows:**

- 1. That the Chief Financial Officer be authorized to increase Development Charges rates for 2013 by 1.6% as outlined in Report No. CORP 2013 - 28; and**
  - 2. That the rate increase be referred to the General Government Committee for a public meeting.**
-

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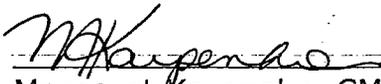
Respectfully submitted,



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Al Lang, CGA  
Manager, Policy, Investments & Grants

We concur with this report and recommendations.



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Margaret Karpenko, CMA  
Chief Financial Officer / Treasurer



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Jerry Knox  
Chief Administrative Officer

Personnel designated for continuance: Chief Financial Officer

Attachments: Schedule "B" and "C" to By-Law No. 2012-135

**THIS IS SCHEDULE "B" TO BY-LAW NO. 2012-135 OF THE CORPORATION OF THE CITY OF  
NORTH BAY**

City of North Bay Development Charges	Residential Development Charge (per Dwelling Unit)					Non- Residential Per Square Foot of Gross Floor Area
	Detached & Semi Detached	Entry-Level Detached & Semi Detached	Multiple	Apartments	Dwellings in Rural Areas	
Service Area	2010 Phase - In					
Transportation (Roads & Public Works)	\$2,326	\$1,977	\$1,911	\$1,105	\$2,026	\$0.68
Protection - Fire & Police	\$97	\$82	\$80	\$46	\$49	\$0.06
Parks & Recreation	\$720	\$612	\$591	\$342	\$360	\$0.00
Library	\$156	\$133	\$128	\$74	\$78	\$0.00
Studies	\$8	\$7	\$7	\$4	\$4	\$0.04
Sub Total	\$3,307	\$2,811	\$2,716	\$1,571	\$2,516	\$0.78
Water & Sewer	\$1,725	\$1,466	\$1,417	\$819	\$0	\$0.46
Total	\$5,032	\$4,277	\$4,133	\$2,390	\$2,516	\$1.24

2011 Phase - In						
Transportation (Roads & Public Works)	\$3,004	\$2,552	\$2,467	\$1,427	\$2,505	\$1.01
Protection - Fire & Police	\$188	\$160	\$155	\$89	\$94	\$0.13
Parks & Recreation	\$775	\$659	\$636	\$368	\$387	\$0.00
Library	\$171	\$145	\$140	\$81	\$86	\$0.00
Studies	\$16	\$14	\$35	\$20	\$8	\$0.04
Sub Total	\$4,153	\$3,530	\$3,434	\$1,985	\$3,080	\$1.18
Water & Sewer	\$2,007	\$1,706	\$1,648	\$953	\$0	\$0.64
Total	\$6,160	\$5,236	\$5,082	\$2,938	\$3,080	\$1.82

2012 Phase - In						
Transportation (Roads & Public Works)	\$3,728	\$3,169	\$3,062	\$1,770	\$3,021	\$1.36
Protection - Fire & Police	\$283	\$240	\$232	\$135	\$142	\$0.20
Parks & Recreation	\$838	\$712	\$689	\$398	\$419	\$0.00
Library	\$187	\$160	\$155	\$89	\$94	\$0.00
Studies	\$25	\$21	\$36	\$20	\$13	\$0.04
Sub Total	\$5,061	\$4,302	\$4,174	\$2,412	\$3,689	\$1.60
Water & Sewer	\$2,314	\$1,968	\$1,900	\$1,100	\$0	\$0.83
Total	\$7,375	\$6,270	\$6,074	\$3,512	\$3,689	\$2.43

2013 Phase - In						
Transportation (Roads & Public Works)	\$4,394	\$3,736	\$3,610	\$2,087	\$3,490	\$1.69
Protection - Fire & Police	\$375	\$318	\$308	\$178	\$187	\$0.26
Parks & Recreation	\$887	\$753	\$728	\$421	\$443	\$0.00
Library	\$201	\$171	\$165	\$96	\$101	\$0.00
Studies	\$35	\$30	\$36	\$20	\$17	\$0.04
Sub Total	\$5,892	\$5,008	\$4,847	\$2,802	\$4,238	\$1.99
Water & Sewer	\$2,584	\$2,196	\$2,124	\$1,228	\$0	\$1.00
Total	\$8,476	\$7,204	\$6,971	\$4,030	\$4,238	\$2.99

2014 Phase - In						
Transportation (Roads & Public Works)	\$5,061	\$4,302	\$4,157	\$2,405	\$3,958	\$2.04
Protection - Fire & Police	\$467	\$396	\$383	\$221	\$233	\$0.34
Parks & Recreation	\$934	\$795	\$767	\$443	\$468	\$0.00
Library	\$214	\$182	\$176	\$102	\$107	\$0.00
Studies	\$44	\$38	\$37	\$21	\$22	\$0.04
Sub Total	\$6,720	\$5,713	\$5,520	\$3,192	\$4,788	\$2.42
Water & Sewer	\$2,854	\$2,425	\$2,345	\$1,355	\$0	\$1.15
Total	\$9,574	\$8,138	\$7,865	\$4,547	\$4,788	\$3.57

Industrial development is exempt under this by-law

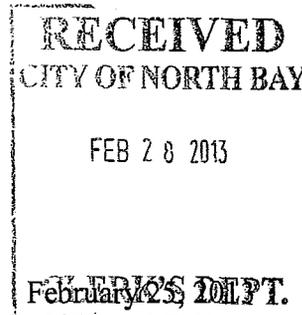
SCHEDULE "C" TO BY-LAW NO. 2012-135 OF THE CORPORATION OF THE CITY OF NORTH  
BAY

RATE SCHEDULE FOR ADDITIONAL AREA-SPECIFIC DEVELOPMENT CHARGES  
CEDAR HEIGHTS/COLLEGE EDUCATION CENTRE/HERITAGE FUND SPECIAL AREA

<u>Service</u>	<u>Per Dwelling Unit</u>
Sanitary Sewer	\$212
Water	<u>\$1,042</u>
Total	<u>\$1,254</u>

This development charge only applies within the Cedar Heights/College Education Centre/Heritage Fund special area as set out in Schedule "E".

**CITY OF NORTH BAY  
REPORT TO COUNCIL**



Report No: CORP 2013-21

Originator: Paul Valenti

Subject: RFP No. 2012-17 Electronic Records and Document Management System

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**RECOMMENDATION:**

That City Council approves the award of a contract to SIRE Technologies Inc. in the amount of \$238,901.00 (HST extra) for acquisition and implementation of a new Electronic Records and Document Management System (ERDMS).

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**BACKGROUND:**

The volume of paper and electronic records and consequently the demand for accurate and efficient provision of electronic information to the public and elected officials, the efficient search/retrieval of both electronic and paper records, and the application of legal holds and other retention policies continues to grow. The implementation of a corporate-wide ERDMS is to achieve the following benefits:

***Improved Staff Efficiency and Effectiveness***

- Improved access to electronic meeting agendas and minutes.
- Improved ability to comply with various legislation and legal proceedings.
- Better customer service due to faster access to complete information.
- Improved accuracy and timeliness of document searches.
- Reduced errors from missing information or unintentional use of outdated information.
- Better information sharing across the organization
- Easy access to several formats and sources of unstructured data from one interface.
- Stable long-term system that will grow with the organization and maximize staff activity and retention of corporate knowledge.
- Easy integration with MSOffice and SharePoint 2010 to leverage benefits of the software.

***Improved Protection of Corporate Information***

- Improved compliance with the City's Retention Bylaw for both paper and electronic documents.
- Better email management, including the management of qualifying email as records.
- Seamless management of both paper and electronic records.
- Centralized management of metadata and organization of paper and electronic documents.

- Accurate and complete location and protection of qualifying documents across the organization for administrative holds, legal holds and timely release of documents when holds are no longer required.
- Protection of the integrity of documents and records during routine use.
- Reporting which provides information about the integrity of the installation and the documents and records contained in it.
- Single point of security management.
- Interface that allows users to organize their view and searches of records and documents to best meet their individual needs.
- Ability to manage information and authorization flow across the organization using workflows for documents and records.
- Easier response to changes in legislation impacting records retention through an automated tool to make The Ontario Municipal Records Retention Schedule (TOMRMS) updates easier.
- Improved staff efficiency generating and distributing agendas and minutes.
- Reduced impact and increased implementation speed for changes to the classification system and retention policies on staff.
- Improved response time and reduced staff effort for Freedom of Information requests.

A Request for Proposal (RFP) for acquisition and implementation of an ERDMS was prepared with the assistance of Imerge Consulting Inc. and issued on March 17, 2012. The RFP was publicly advertised in accordance with the City's purchasing policy. A total of 40 RFP packages were distributed to interested firms. The RFP closed on May 11, 2012 with eight proposals being received. A selection committee responsible for evaluating proposals, interviewing short-listed proponents, and recommending award consisted of the Manager of Purchasing, City Clerk, Director of Information Systems, Managing Director of Corporate Services, Manager of Planning, Manager of WTP/WWTP, Economic Development Clerk, Fire Chief, Legal Clerk, and the consulting firm of Imerge Consulting Inc. The evaluation considered experience, qualifications, system functionality, source software, training and price, as well as an option to add the City's Agencies, Boards and Commissions.

The results which reflect all evaluated criteria and price are as follows:

<b>Firm</b>	<b>Rank</b>	<b>Total Score (out of 100)</b>	<b>Pricing (excl. HST)</b>
SIRE Technologies Inc.	1	82.6	\$238,901.00
MC Imaging Technologies	2	68.6	\$388,573.00
OT Group	3	60.7	\$423,466.00
Prima Information Solutions Inc.	4	59.7	\$406,985.00
Ricoh Canada Inc. (RCI)	5	58.7	\$413,140.00
Collective Minds Consulting Inc.	*	-	-
Gamma Engineering Limited	*	-	-
Imex Systems Inc.	*	-	-

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\* The proposals provided by firms indicated with an asterisk did not meet the minimum mandatory requirements as specified in the RFP and did not receive further consideration or evaluation for total score.

The proposal provided by SIRE Technologies Inc. in the amount \$238,901.00 (HST extra) is considered fair and reasonable.

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#### **ANALYSIS / OPTIONS:**

1. Award a contract to SIRE Technologies Inc. for acquisition and implementation of an ERDMS.
  2. Do not award a contract. This option is not recommended. The current records management processes do not accommodate the requirements for format, retention and legal processes for electronic and non-electronic documents. This may result in the inability to apply appropriate retention policies to all City documents, the inability to apply appropriate legal controls to all City documents, and the inability to provide efficient and comprehensive document search and retrieval; resulting in process inefficiency and potentially inaccurate information.
- 

#### **RECOMMENDED OPTION / FINANCIAL IMPACTS:**

Option 1 is recommended as follows:

That City Council approves the award of a contract to SIRE Technologies Inc. in the amount of \$238,901.00 (HST extra) for acquisition and implementation of a new Electronic Records and Document Management System.

Sufficient funding for this project is available from the following Corporate Services Capital Budgets:

- 2010 – Project No. 3027GG; authorized with By-law No. 2010-199 dated September 7, 2010.
- 2011 – Project No. 6035GG; authorized with By-law No. 2011-196 dated August 29, 2011.
- 2013 – Project No. 3321GG; to be authorized with By-law No. 2013-37 dated March 4, 2013.

The total acquisition cost includes a maintenance agreement for year 1 of the contract. Additional ongoing maintenance costs will be required and requested in future year operating budgets. Incremental increases for the maintenance costs in years 2 and 3 will be capped at 3%.

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Respectfully submitted,



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Paul Valenti,  
Manager of Purchasing

We concur in this report and recommendation.



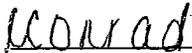
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Laura Boissonneault, CGA  
Supervisor of Budgets & Financial  
Reporting



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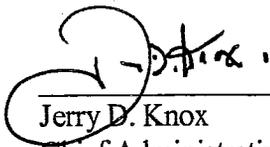
Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer



for  

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Lea Janisse  
Managing Director, Corporate Services



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Jerry D. Knox  
Chief Administrative Officer

Personnel designated for continuance: Director of Information Systems

Attachments: RFPs

FEB 20 2013

## CITY OF NORTH BAY

## REPORT TO COUNCIL

CLERK'S DEPT.

February 25, 2013

Report No: CORP 2013-20

Originator: Paul Valenti, Manager of Purchasing

Subject: RFP No. 2013-04 Memorial Gardens Addition and Renovation

**RECOMMENDATION:**

That City Council approves the award of a contract to M. Sullivan & Son Limited to act as the Construction Manager for the Memorial Gardens Addition and Renovation with total construction costs estimated in the amount of \$10,000,000 and their fee being 3.97% of the total construction costs.

**BACKGROUND:**

Construction Management will be the method and process of construction used for the Memorial Gardens Addition and Renovation. The Construction Manager will provide all general contractor services including project administration, cost management, scheduling, risk management, scope management, quality assurance, commissioning, and site logistics. The Construction Manager will be responsible for prequalification of trades, competitive tendering, and coordination of all sub-contract work. A coordinated and cooperative effort of the project team, including the Construction Manager, Architect, Project Management Consultant, and the City will ensure a quality project is delivered on time and on budget.

A Request for Proposal for a Construction Manager for the Memorial Gardens Addition and Renovation was issued on February 1, 2013 and distributed directly to five selected general contractors. The RFP closed on February 15, 2013 with four proposals being received. The proposals were received using a two envelope system. The first envelope was evaluated with consideration for experience, references, technical ability, key personnel, project methodology, safety and environmental plans, and value added options. The second envelope contained a fee and was opened only if the first envelope evaluation met the minimum point requirement.

The evaluation was completed by a selection committee consisting of the Manager of Purchasing, Managing Director of Community Services, NORR lead Architect, Project Management Consultant, and President of the Brampton Battalion.

The results which reflect all evaluated criteria and price are as follows:

Firm	Rank	Total Score	Fee %	Estimated Fee
M. Sullivan & Son Limited	1	93.0	3.97	\$397,000.00
Ball Construction Ltd.	2	86.1	5.00	\$500,380.00
Monteith Building Group Ltd.	*	-	-	-
Aecon Buildings GTA	*	-	-	-

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\* Proposals provided by firms indicated with an asterisk did not attain the minimum 55 of 70 points required as part of the first envelope evaluation and received no further consideration. The envelopes will be returned to the proponent unopened.

In the opinion of the selection committee, the proposal provided by M. Sullivan & Son Limited, provides the best overall value to City and ranked highest when considering all evaluation criteria.

A fee of 3.97% of construction costs based on an estimated construction value of 10,000,000 is considered fair, reasonable and very competitive. This fee is inclusive of all head office personnel, an onsite Construction Manager, Site Project Superintendent (including vehicle), and travel and accommodations.

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**ANALYSIS / OPTIONS:**

1. Award a contract to M. Sullivan & Son Limited.
2. Do not award a contract. This option is not recommended. The Memorial Gardens Addition and Renovation is necessary in moving the Battalion to North Bay.

---

**RECOMMENDED OPTION / FINANCIAL IMPACTS:**

Option 1 is recommended as follows:

That City Council approves the award of a contract to M. Sullivan & Son Limited to act as the Construction Manager for the Memorial Gardens Addition and Renovation with total construction costs estimated in the amount of \$10,000,000 and their fee being 3.97% of the total construction costs.

Funding for this project has been allocated and is available in the 2013 Community Services Capital Budget; Project No. 6115RF, authorized by By-law 2013-015 dated February 19, 2013.

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Respectfully submitted,

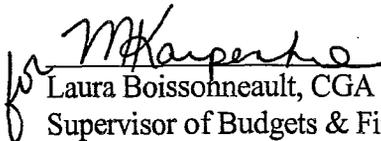


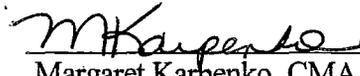
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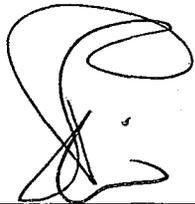
Paul Valenti,  
Manager of Purchasing

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We concur in this report and recommendation.

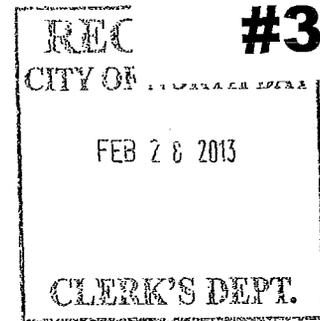
  
\_\_\_\_\_  
Laura Boissonneault, CGA  
Supervisor of Budgets & Financial  
Reporting

  
\_\_\_\_\_  
Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer

  
\_\_\_\_\_  
Peter Chirico  
Managing Director, Community Services

  
\_\_\_\_\_  
Jerry D. Knox  
Chief Administrative Officer

Attachments: RFPs



**CITY OF NORTH BAY  
REPORT TO COUNCIL**

Report No: CORP 2013-19

February 25, 2013

Originator: Paul Valenti, Manager of Purchasing

Subject: RFP No. 2012-91 North Bay Waterfront Commercial Attraction Feasibility Study

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**RECOMMENDATION:**

That City Council approves the award of a contract to Mitchell Architects Inc. in the amount of \$148,250.00 (HST extra) to conduct a Waterfront Commercial Attraction Feasibility Study to identify compatible commercial uses for the Waterfront that will generate additional tourist and citizen activity resulting in job creation.

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**BACKGROUND:**

The purpose of the Waterfront Commercial Attraction Feasibility Study is to identify appropriate commercial uses for the waterfront. The study will also determine whether the current wharf structure should be repaired or moved. The Request for Proposals for this project stressed that new commercial uses identified should be compatible with the waterfront and draw additional citizens and tourists alike to the waterfront, resulting in job creation.

The feasibility study will look at the best options for the area, and determine the best return on investment for the expenditure of funds at the waterfront. The identification of commercial opportunities will tie into the vision City Council has for the Waterfront. The study will also outline the regulatory requirements of undertaking work on the shore of Lake Nipissing.

In 2011, the City undertook a comprehensive inspection of the City wharf, King's Landing. The firm hired recommended that portions of the wharf be closed immediately due to structural deficiencies. The report also recommended a capital investment of \$2.5 Million over the next 10 years to rehabilitate the wharf to safe conditions.

Report CSBU 2012-12 was prepared to inform Council of these findings and recommended:

*That City Council approves the completion of the temporary 2012 remedial works for King's Landing as presented by Engineered Management Systems at an estimated cost of \$25,000 and undertakes a cost analysis to explore alternative options to the existing King's Landing Wharf approved by Council Resolution No. 2012-75.*

At the direction of the Managing Director Community Service, staff prepared terms of reference for the subject study that would address the identified issues while also considering the economic development potential of the recommended options. An application was made to FedNor for this

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purpose. FedNor approved a grant application for matching funds through their Northern Ontario Community Economic Development Program.

A Request for Proposal for the Waterfront Commercial Attraction Feasibility Study was issued on November 3, 2012. The RFP was publicly advertised in accordance with the Purchasing By-law and distributed to 33 interested parties. The RFP closed on December 14, 2012 with five proposals being received.

The proposals were evaluated by a selection committee consisting of the Manager of Purchasing, Managing Director of Community Services, Director of Parks, Recreation and Leisure Services, Supervisor of Facilities, Manager of Planning, and Manager of Economic Development. The evaluation considered the team structure; relevant experience, qualifications, and key personnel of the prime consultant and all sub-consultants; their understanding of the requirements, approach and workplan; and price.

The results of the evaluation considering all factors, including price, are as follows:

<b>Firm</b>	<b>Rank</b>	<b>Total Score</b>	<b>Pricing (excl. HST) over 3 year term</b>
Mitchell Architects Inc.	1	93.5	\$148,250.00
Sierra Planning Services Inc.	2	91.7	\$139,630.00
Brook McIlroy Inc.	3	91.0	\$135,150.00
TCI Management Consultants	4	80.5	\$148,200.00
Action Sports Enterprises	5	*	*

\* Proposals provided by firms indicated with an asterisk did not attain the minimum points required for further evaluation of pricing and total score.

It is the opinion of the selection committee, that the proposal provided by Mitchell Architects Inc. provides the best overall value to the City and ranked highest when considering all evaluation criteria, including price. Mitchell Architects has partnered with the design firm of DTAH, PKF Consulting Inc., Riggs Engineering, Exp Services Inc., and FRI Ecological Services. Their proposal includes more dedicated resource hours in comparison to other firms, and significantly more than the second ranked firm. The total cost provided is an upset limit to complete the study, with the City paying only for services requested and completed.

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#### **ANALYSIS / OPTIONS:**

1. Award a contract to Mitchell Architects Inc.

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2. Do not award a contract. This option is not recommended. The City will forgo the study that includes identification of commercial opportunities and future use of the existing wharf.
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**RECOMMENDED OPTION / FINANCIAL IMPACTS:**

Option 1 is recommended as follows:

That City Council approves the award of a contract to Mitchell Architects Inc. in the amount of \$148,250.00 (HST extra) to conduct a Waterfront Commercial Attraction Feasibility Study.

Funding for this project has been allocated and is available from the following:

- \$33,222.00 from the 2011 Community Services Capital Budget; Project No. 6018MR, Kings Landing and Marina Rehabilitation, authorized by By-law No. 2011-34 dated March 7, 2011;
- \$40,903.00 from the 2012 Community Services Capital Budget; Project No. 6067MR, Kings Landing and Marina Rehabilitation and authorized by By-law No. 2012-40 dated February 21, 2012;
- \$74,125.00 from FedNor.

This project includes a 100% HST rebate.

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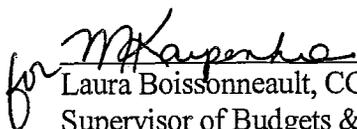
Respectfully submitted,



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Paul Valenti,  
Manager of Purchasing

We concur in this report and recommendation.

  
for Laura Boissonneault, CGA  
Supervisor of Budgets & Financial  
Reporting

  
Margaret Karpenko, CMA  
Chief Financial Officer/Treasurer



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Peter Chirico  
Managing Director, Community Services

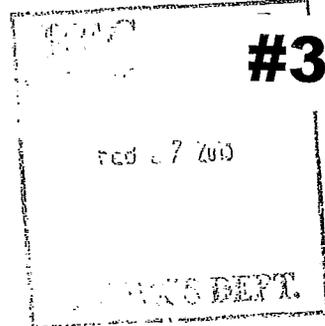


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Jerry D. Knox  
Chief Administrative Officer

Personnel designated for continuance: Supervisor, Facilities and Parking

Attachments: RFPs



CITY OF NORTH BAY  
REPORT TO COUNCIL

Report No: CORP 2013-26

Date: February 22, 2013

Originator: Jennifer McDonald

Subject: Board of Management for the Downtown Improvement Area 2013 Budget

**RECOMMENDATIONS:**

- 1) That the Board of Management for the Downtown Improvement Area 2013 budget in the amount of \$132,972 with a resultant tax levy of \$112,162 be approved by City Council; and,
- 2) That the necessary by-law to provide for the levy and collection of special charges in respect of certain business improvement areas be prepared for the approval of City Council

**BACKGROUND:**

On February 20, 2013, in accordance with Section 205 (1) of the Ontario Municipal Act, the Board of Management for the Downtown Improvement Area held a meeting of the members of the improvement area to discuss the proposed budget. This budget was passed unanimously by the members present at this meeting with the following motion:

Motion 2013-007:

- That the North Bay DIA 2012 Operating Budget in the amount of \$132,972 as presented be approved by the General Membership.

On February 20, 2013 the DIA Board conducted a meeting to ratify the motion approved at the General Membership meeting and passed the following resolution:

Resolution 2013-001

- That the DIA Board of Management ratify the 2013 Budget as accepted by the DIA General Membership (Motion 2013-007) at their annual meeting held on Wednesday, February 20, 2013 and that it be presented to the North Bay City Council for their approval.

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Significant items included in the budget are as follows:

- No tax rate increase for 2013. (Rate was last increased in 2004)
- Maximum levies will remain \$2,665 for Main Street properties and \$1,600 for non-Main Street properties
- Overall tax levy decreased by \$668 or 0.59%
- Total Commercial phase-in assessment decreased by \$77,645 or 0.26%
- Tax levy revenues are 84% of total DIA revenues
- Total expenses are down by \$12,668 or 8.7%
- Reserve fund account balance as at December 31, 2012 is \$27,644

Should any program or event cost more than the amount budgeted, adjustments will be made within the Committee budget to maintain an overall balanced budget.

There is no financial impact on the City budget. A copy of the 2012 financial statements will be submitted to City Council once the audit is completed.

In accordance with Section 205 (2) of the Ontario Municipal Act, the DIA approved budget is being submitted to City Council for approval.

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**ANALYSIS/OPTIONS:**

**Option # 1:**

Not to approve the 2013 budget as approved by the membership and DIA Board. This would materially impact the ability of the DIA to effectively manage the improvement, promotion, beautification and development of the downtown as a business and shopping area.

**Option # 2:**

Approve the 2013 budget to allow the DIA to manage their mandate to the business improvement area. As well, this provides sufficient time for notice to be sent to all property owners within the DIA as per section 210 (1) of the Ontario Municipal Act. This mailing allows time for a 60 day period for objections, preparation and passage of a by-law respecting the levy, collection of special charges and the inclusion of the tax on the City tax bills, to be processed in early June.

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**RECOMMENDATIONS:**

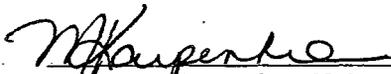
- 1) That the Board of Management for the Downtown Improvement Area 2013 budget in the amount of \$132,972 with a resultant tax levy of \$112,162 be approved by City Council; and,
  - 2) That the necessary by-law to provide for the levy and collection of special charges in respect of certain business improvement areas be prepared for the approval of City Council
- 

Respectfully submitted,

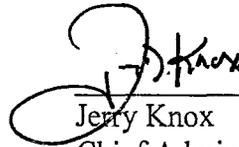


Jennifer McDonald, CMA  
Financial Reports Coordinator / Treasurer, DIA

WE concur in this report and recommendation.



Margaret Karpenko, CMA  
Chief Financial Officer / Treasurer



Jerry Knox  
Chief Administrative Officer

Personnel designated for continuance: Treasurer, DIA

Attachment: 2013 DIA Budget

**THE BOARD OF MANAGEMENT FOR THE  
DOWNTOWN IMPROVEMENT AREA  
2013 BUDGET**

REVENUES	2012	2012	2012 Actual	Actual to	2013	2013 Budget	Budget to
	BUDGET	ACTUAL	To 2012 Budget	Budget	BUDGET	To 2012 Budget	Budget
TAX LEVY	\$112,830	\$112,818	(\$12)	-0.01%	\$112,162	(\$668)	-0.59%
TAX ADJUSTMENTS	(\$1,000)	(\$342)	\$658	-65.80%	(\$1,000)	\$0	0.00%
	<b>\$111,830</b>	<b>\$112,476</b>	<b>\$646</b>	<b>0.58%</b>	<b>\$111,162</b>	<b>(\$668)</b>	<b>-0.60%</b>
<b>MANAGEMENT COMMITTEE</b>							
Grants	\$8,610	\$6,123	(\$2,487)	-28.89%	\$8,610	\$0	0.00%
Member development / meetings	\$1,200	\$1,000	(\$200)	-16.67%	\$1,200	\$0	0.00%
Sundry Revenue	\$0	\$3,929	\$3,929		\$0	\$0	
	<b>\$9,810</b>	<b>\$11,052</b>	<b>\$1,242</b>	<b>12.66%</b>	<b>\$9,810</b>	<b>\$0</b>	<b>0.00%</b>
<b>PROMOTIONS COMMITTEE</b>							
Advertising and promotion	\$13,500	\$13,539	\$39	0.29%	\$11,500	(\$2,000)	-14.81%
	<b>\$13,500</b>	<b>\$13,539</b>	<b>\$39</b>	<b>0.29%</b>	<b>\$11,500</b>	<b>(\$2,000)</b>	<b>-14.81%</b>
<b>BEAUTIFICATION COMMITTEE</b>							
Partnerships/Reserves	\$5,500	\$6,540	\$1,040	18.91%	\$500	(\$5,000)	-90.91%
	<b>\$5,500</b>	<b>\$6,540</b>	<b>\$1,040</b>	<b>18.91%</b>	<b>\$500</b>	<b>(\$5,000)</b>	<b>-90.91%</b>
<b>ECONOMIC DEVELOPMENT and POLICY COMMITTEE</b>							
Development programs	\$5,000	\$15,000	\$10,000	200.00%	\$0	(\$5,000)	0.00%
	<b>\$5,000</b>	<b>\$15,000</b>	<b>\$10,000</b>	<b>200.00%</b>	<b>\$0</b>	<b>(\$5,000)</b>	<b>0.00%</b>
<b>TOTAL REVENUES</b>	<b>\$145,640</b>	<b>\$158,607</b>	<b>\$12,967</b>	<b>8.90%</b>	<b>\$132,972</b>	<b>(\$12,668)</b>	<b>-8.70%</b>
EXPENSES	2012	2012	2012 Actual	%	2013	2013 Budget	%
	BUDGET	ACTUAL	To 2012 Budget	Actual to Budget	BUDGET	To 2012 Budget	Budget
<b>MANAGEMENT COMMITTEE</b>							
Executive Director wages/benefits	\$46,933	\$47,639	\$706	1.50%	\$46,933	(\$0)	0.00%
Contract/student wages/benefits	\$10,580	\$7,122	(\$3,458)	-32.68%	\$10,580	(\$0)	0.00%
Office supplies	\$2,000	\$784	(\$1,216)	-60.80%	\$2,000	\$0	0.00%
Postage	\$175	\$156	(\$19)	-10.86%	\$175	\$0	0.00%
Photocopying	\$100	(\$13)	(\$113)	-113.00%	\$100	\$0	0.00%
Office rent and parking	\$6,281	\$6,287	\$6	0.10%	\$6,444	\$163	2.59%
Audit and accounting	\$4,000	\$4,051	\$51	1.28%	\$4,075	\$75	1.88%
Telephone and internet	\$4,293	\$3,670	(\$623)	-14.51%	\$3,952	(\$341)	-7.94%
Member development / meetings	\$1,500	\$1,923	\$423	28.20%	\$1,500	\$0	0.00%
Board/committee meetings	\$1,000	\$42	(\$958)	-95.80%	\$1,000	\$0	0.00%
Manager / Board development	\$3,743	\$5,048	\$1,305	34.87%	\$1,975	(\$1,768)	-47.23%
Equipment lease	\$1,697	\$1,697	(\$0)	-0.02%	\$1,697	\$0	0.00%
Memberships and fees	\$501	\$571	\$70	13.99%	\$536	\$35	7.04%
Scholarships and donations	\$400	\$850	\$450	112.50%	\$400	\$0	0.00%
Technology system upgrade	\$1,800	\$1,653	(\$147)	-8.17%	\$1,500	(\$300)	-16.67%
General contingency	\$1,187	\$3,348	\$2,161	182.06%	\$955	(\$232)	-19.55%
	<b>\$86,190</b>	<b>\$84,828</b>	<b>(\$1,362)</b>	<b>-1.58%</b>	<b>\$83,822</b>	<b>(\$2,368)</b>	<b>-2.75%</b>
<b>PROMOTIONS COMMITTEE</b>							
Promotions/marketing/advertising	\$31,450	\$30,892	(\$558)	-1.77%	\$26,750	(\$4,700)	-14.94%
	<b>\$31,450</b>	<b>\$30,892</b>	<b>(\$558)</b>	<b>-1.77%</b>	<b>\$26,750</b>	<b>(\$4,700)</b>	<b>-14.94%</b>
<b>BEAUTIFICATION COMMITTEE</b>							
Maintenance/beautification	\$15,000	\$8,540	(\$6,460)	-43.07%	\$14,000	(\$1,000)	-6.67%
	<b>\$15,000</b>	<b>\$8,540</b>	<b>(\$6,460)</b>	<b>-43.07%</b>	<b>\$14,000</b>	<b>(\$1,000)</b>	<b>-6.67%</b>
<b>ECONOMIC DEVELOPMENT AND POLICY COMMITTEE</b>							
Development programs	\$13,000	\$13,295	\$295	2.27%	\$8,400	(\$4,600)	-35.38%
	<b>\$13,000</b>	<b>\$13,295</b>	<b>\$295</b>	<b>2.27%</b>	<b>\$8,400</b>	<b>(\$4,600)</b>	<b>-35.38%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$145,640</b>	<b>\$137,555</b>	<b>(\$8,085)</b>	<b>-5.55%</b>	<b>\$132,972</b>	<b>(\$12,668)</b>	<b>-8.70%</b>
Revenues Over (Under) Expenditures	(\$0)	\$21,052	\$21,052		(\$0)	\$0	

**Tax Levy - No change in tax rates. New phase in of assessments results in 0.59% decrease in levy. Maximum levy for Main Street properties remains \$2,665. Maximum levy for non Main Street properties remains \$1,600.**

**THE BOARD OF MANAGEMENT FOR THE  
DOWNTOWN IMPROVEMENT AREA  
2013 BUDGET**

	<u>Expenses</u>	<u>Revenues</u>
<b>Management</b>		
<b>Executive Director/S. Students wages &amp; benefits</b>		
Executive Director wages	\$42,282 (No increase over 2012)	
Mandatory Benefits	\$4,651 CPP, EI, EHT, WSIB	
	<u>\$46,933</u>	
Admin/Promo Assistant 8 Weeks)		
\$11/hr @ 35 hrs - 8 weeks	\$3,080	\$2,870 HRDC (10.25 @ 35 hrs - 8 weeks)
Benefits incl vac pay (14.5%)	\$447 CPP, EI, EHT, WSIB	
	<u>\$3,527</u>	
Downtown Beautification Student		
\$11/hr @ 35 hrs - 8 weeks	\$3,080	\$2,870 HRDC (10.25 @ 35 hrs - 8 weeks)
Benefits incl vac pay (14.5%)	\$447 CPP, EI, EHT, WSIB	
	<u>\$3,527</u>	
Downtown Safety Ambassador		
\$11/hr @ 35 hrs - 8 weeks	\$3,080	\$2,870 HRDC (10.25 @ 35 hrs - 8 weeks)
Benefits incl vac pay (14.5%)	\$447 CPP, EI, EHT, WSIB	
	<u>\$3,527</u>	
<b>Total contract and student wages</b>	<u>\$10,580</u>	<u>\$8,610</u> Total grants
<b>Unless we receive approvals for funding, there will be no hiring of part-time or student help.</b>		
Office Supplies	\$2,000	
Postage	\$175	
Photocopying	\$100	
Office Rent & Parking		
12 months at \$470.32	\$5,644 Jan to Dec	
Office Parking \$200.00 per quarter	\$800	
	<u>\$6,444</u>	
Audit and accounting		
2013 Audit fees	\$3,075 Estimate based on proposed 2013 rate	
Treasurer's fee	\$1,000	
	<u>\$4,075</u>	
Telephone & internet		
Telephone	\$1,800 12 @ \$150	
Internet hosting & Domain registration	\$100	
Bell - Internet charges	\$840 12 @ 70	
Phone Directories	\$132 Estimate based on 2012 rate	
Rogers Wireless	\$1,080 12 @ \$90	
	<u>\$3,952</u>	
Member Development/meetings		
AGM / Budget Meeting	\$1,500	<u>\$1,200</u> Ticket sales
Board/Committee meetings	<u>\$1,000</u>	
Manager/Board Development		
Annual Ontario BIA Conference	\$1,975 See below	
	<u>\$1,975</u>	
Jeff & 1 Board member. Registration - 790		Meals & Misc = 350
Accommodations - 3 nights x 1 room @ 155 = 525 (inc taxes)		Travel = 310
Equipment lease		
Lease agreement for photocopier	<u>\$1,697</u> Jan - Dec = 141.45 per month	
Memberships and fees		
Ontario BIA Association	\$127	
Chamber of Commerce	\$184	
Service Club - Rotary	\$225	
	<u>\$536</u>	
Scholarships and donations		
Canadore Police Foundations scholarship	\$200	
Sports Hall of Fame Award	\$200	
	<u>\$400</u>	
Technology system upgrade	<u>\$1,500</u> (for workshops, conferences, meetings)	
Contingency	<u>\$955</u>	
<b>TOTAL</b>	<u>\$83,822</u>	

**THE BOARD OF MANAGEMENT FOR THE  
DOWNTOWN IMPROVEMENT AREA  
2013 BUDGET**

<u>Promotions</u>	<u>Expenses</u>	<u>Revenues</u>
Moonlight Madness/Civic Long Weekend	\$4,000	\$7,000 (Split Advertising)
Summer Event	\$4,500	
Christmas Walk / Santa Parade / Movie	\$10,000	\$2,000 (Sponsors)
Car Show (May)	\$3,000	
Gateway Banner Festival Setup	\$1,500	\$2,000 (Sponsorship)
Festival Events Ontario Membership	\$250	
Downtown dollars	\$500 Redeemed	\$500 (Sale of DT \$)
General & Co-Op Advertising	\$3,000	
	<u>\$26,750</u>	<u>\$11,500</u>

<u>Beautification</u>	<u>Expenses</u>	<u>Revenues</u>
Banners	\$1,500	\$500 (Sponsors)
Removal of wreaths	\$1,500 Install & Remove	
Decorations	\$10,500	
Other misc. maintenance	\$500	
	<u>\$14,000</u>	<u>\$500</u>

<u>Economic Development and Policy</u>	<u>Expenses</u>	<u>Revenues</u>
Recruitment(independent/franchise/servicas/professional)	\$3,400	
DT Workshops/Meet & Greet	\$5,000	
	<u>\$8,400</u>	<u>\$0</u>

**THE BOARD OF MANAGEMENT FOR THE  
DOWNTOWN IMPROVEMENT AREA  
RESERVE FUND STATEMENT**

	<u>2013 Budget</u>	<u>2012</u>	<u>2011</u>
<b>Revenues</b>			
Investment Income	\$351	\$420	\$251
<b>Balance, Beginning of Year</b>	\$27,644	\$29,724	\$19,294
<b>Transfer from (to) Operating</b>	\$0	(\$2,500)	\$10,179
<b>Balance, End of Year</b>	<u>\$27,996</u>	<u>\$27,644</u>	<u>\$29,724</u>

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

**BY-LAW NO. 2013-20**

**A BY-LAW TO AUTHORIZE THE  
PARK AND PLAYGROUND REHABILITATION  
PROGRAM**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-85 at its Meeting held Tuesday, February 19, 2013, authorizing the Park and Playground Rehabilitation Program, being 2013 Community Services Capital Budget Project No. 6121PR, with a net debenture cost of \$224,000.00;

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

1. That the expenditure of \$224,000.00 for the Park and Playground Rehabilitation Program the following be hereby authorized:

Construction Contract	\$213,333.00
Financing Costs	<u>10,667.00</u>
Net Amount to be Debentured	\$224,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$224,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

\_\_\_\_\_  
MAYOR ALLAN McDONALD

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

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

**BY-LAW NO. 2013-21**

**A BY-LAW TO AUTHORIZE THE  
WATERFRONT REHABILITATION  
PROGRAM**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-86 at its Meeting held Tuesday, February 19, 2013, authorizing the Waterfront Rehabilitation Program, being 2013 Community Services Capital Budget Project No. 6122PR, with a net debenture cost of \$54,000.00;

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

1. That the expenditure of \$54,000.00 for the Waterfront Rehabilitation Program the following be hereby authorized:

Waterfront Rehabilitation Costs	\$51,429.00
Financing Costs	<u>2,571.00</u>
Net Amount to be Debentured	\$54,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$54,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

\_\_\_\_\_  
MAYOR ALLAN McDONALD

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

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

**BY-LAW NO. 2013-22**

**A BY-LAW TO AUTHORIZE THE  
CITY HALL GROUNDS REHABILITATION  
PROGRAM**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-87 at its Meeting held Tuesday, February 19, 2013, authorizing the City Hall Grounds Rehabilitation Program, being 2013 Community Services Capital Budget Project No. 6124PR, with a net debenture cost of \$64,000.00;

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

1. That the expenditure of \$64,000.00 for the City Hall Grounds Rehabilitation Program the following be hereby authorized:

City Hall Rehabilitation Costs	\$60,952.00
Financing Costs	<u>3,048.00</u>
Net Amount to be Debentured	\$64,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$64,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

\_\_\_\_\_  
MAYOR ALLAN McDONALD

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

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

**BY-LAW NO. 2013-23**

**A BY-LAW TO AUTHORIZE THE  
TRAIL AND SUPPORTING HARD SURFACES  
REHABILITATION PROGRAM**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-88 at its Meeting held Tuesday, February 19, 2013, authorizing the Trail and Supporting Hard Surfaces Rehabilitation Program, being 2013 Community Services Capital Budget Project No. 6126PR, with a net debenture cost of \$195,000.00;

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

1. That the expenditure of \$195,000.00 for the Trail and Supporting Hard Surfaces Rehabilitation Program the following be hereby authorized:

Trails and Hard Surfaces Rehabilitation Costs	\$185,714.00
Financing Costs	<u>9,286.00</u>
Net Amount to be Debentured	\$195,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$195,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc

READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

\_\_\_\_\_  
MAYOR ALLAN McDONALD

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

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

**BY-LAW NO. 2013-24**

**A BY-LAW TO AUTHORIZE THE AQUATIC  
CENTRE REHABILITATION PROGRAM**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-89 at its Meeting held Tuesday, February 19, 2013, authorizing the Aquatic Centre Rehabilitation Program, being 2013 Community Services Capital Budget Project No. 6128PR, with a net debenture cost of \$65,000.00;

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

1. That the expenditure of \$65,000.00 for the Aquatic Centre Rehabilitation Program the following be hereby authorized:

Aquatic Centre Rehabilitation Costs	\$61,905.00
Financing Costs	<u>3,095.00</u>
Net Amount to be Debentured	\$65,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$65,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc  
READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

\_\_\_\_\_  
MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD

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

**BY-LAW NO. 2013-25**

**A BY-LAW TO AUTHORIZE THE PARKING  
LOT MAINTENANCE AND IMPROVEMENT  
PROGRAM**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-90 at its Meeting held Tuesday, February 19, 2013, authorizing the Parking Lot Maintenance and Improvement Program, being 2013 Community Services Capital Budget Project No. 6129PK, with a net debenture cost of \$20,000.00;

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

1. That the expenditure of \$20,000.00 for the Parking Lot Maintenance and Improvement Program the following be hereby authorized:

Parking Garage Structural Repairs	\$19,048.00
Financing Costs	<u>952.00</u>
Net Amount to be Debentured	\$20,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$20,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

\_\_\_\_\_  
MAYOR ALLAN McDONALD

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

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

**BY-LAW NO. 2013-26**

**A BY-LAW TO AUTHORIZE THE  
KING'S LANDING AND MARINA  
REHABILITATION PROGRAM**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-91 at its Meeting held Tuesday, February 19, 2013, authorizing the King's Landing and Marina Rehabilitation Program, being 2013 Community Services Capital Budget Project No. 6117MR, with a net debenture cost of \$150,000.00;

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

1. That the expenditure of \$150,000.00 for the King's Landing and Marina Rehabilitation Program the following be hereby authorized:

Marina Dock and Launch Repairs	\$142,857.00
Financing Costs	<u>7,143.00</u>
Net Amount to be Debentured	\$150,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$150,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD

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

**BY-LAW NO. 2013-27**

**A BY-LAW TO AUTHORIZE THE  
PARKS' VEHICLE AND EQUIPMENT  
REPLACEMENT PROGRAM**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-92 at its Meeting held Tuesday, February 19, 2013, authorizing the Parks' Vehicle and Equipment Replacement Program, being 2013 Community Services Capital Budget Project No. 6127PR, with a net debenture cost of \$262,000.00;

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

1. That the expenditure of \$262,000.00 for the Parks' Vehicle and Equipment Replacement Program the following be hereby authorized:

Vehicle and Equipment Purchase Costs	\$249,524.00
Financing Costs	<u>12,476.00</u>
Net Amount to be Debentured	\$262,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$262,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD

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

**BY-LAW NO. 2013-28**

**A BY-LAW TO AUTHORIZE THE  
STEVE OMISCHL SPORTS FIELD COMPLEX  
DEVELOPMENT AND REHABILITATION PROGRAM**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-93 at its Meeting held Tuesday, February 19, 2013, authorizing the Steve Omischl Sports Field Complex Development and Rehabilitation Program, being 2013 Community Services Capital Budget Project No. 6120PR, with a net debenture cost of \$60,000.00;

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

1. That the expenditure of \$60,000.00 for the Steve Omischl Sports Field Complex Development and Rehabilitation Program the following be hereby authorized:

Steve Omischl Sports Field Improvement Costs	\$57,143.00
Financing Costs	<u>2,857.00</u>
Net Amount to be Debentured	\$60,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$60,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc  
READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD

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

**BY-LAW NO. 2013-29**

**A BY-LAW TO AUTHORIZE THE PARKING  
VEHICLE AND EQUIPMENT PROGRAM**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-94 at its Meeting held Tuesday, February 19, 2013, authorizing the Parking Vehicle and Equipment Program, being 2013 Community Services Capital Budget Project No. 6114PK, with a net debenture cost of \$100,000.00;

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

1. That the expenditure of \$100,000.00 for the Parking Vehicle and Equipment Program the following be hereby authorized:

Machinery and Equipment	\$ 95,238.00
Financing Costs	<u>4,762.00</u>
Net Amount to be Debentured	\$100,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$100,000.00 limited in this by-law.

3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.

4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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

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

**BY-LAW NO. 2013-30**

**A BY-LAW TO AUTHORIZE THE  
TOURIST INFORMATION CENTRE  
REHABILITATION PROGRAM**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-95 at its Meeting held Tuesday, February 19, 2013, authorizing the Tourist Information Centre Rehabilitation Program, being 2013 Community Services Capital Budget Project No. 6148PR, with a net debenture cost of \$60,000.00;

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

1. That the expenditure of \$60,000.00 for the Tourist Information Centre Rehabilitation Program the following be hereby authorized:

Tourist Information Centre Improvements	\$57,143.00
Financing Costs	<u>2,857.00</u>
Net Amount to be Debentured	\$60,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$60,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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

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

**BY-LAW NO. 2013-31**

**BEING A BY-LAW TO REPEAL  
CITY OF NORTH BAY BY-LAW NO. 2012-69  
(BEING A BY-LAW TO AUTHORIZE THE  
EXTENSION OF SANITARY SEWERS TO  
PINEWOOD PARK DRIVE AREA)**

**WHEREAS** Council passed Resolution 2013-97 at its Regular Meeting held on Tuesday, February 19, 2013, to authorize the repeal of By-Law No. 2012-69, being a by-law to authorize the Extension of Sanitary Sewers to Pinewood Park Drive Area.

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

1. That The Corporation of the City of North Bay By-Law No. 2012-69 is hereby repealed.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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

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

**BY-LAW NO. 2013-32**

**A BY-LAW TO AUTHORIZE THE  
EXTENSION OF SANITARY SEWERS  
TO PINWOOD PARK DRIVE AREA**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-97 at its Meeting held Tuesday, February 19, 2013, authorizing the Extension of Sanitary Sewers to Pinewood Park Drive Area, for the Engineering, Environmental Services and Works Department being 2013 Water and Sanitary Sewer Capital Budget Project No. 3304SS, with a net debenture cost of \$1,066,667.00;

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

1. That the expenditure of ~~\$1,066,667.00~~ for the Extension of Sanitary Sewers to Pinewood Park Drive Area the following be hereby authorized:

Construction Contract	\$5,714,286.00
Financing Costs	<u>285,714.00</u>
Total Project Cost	\$6,000,000.00
Less Grants (NOHFC & FedNor)	(\$2,300,000.00)
Less Transfers from Other Projects (RTC EESW 2012-34 Dated February 4, 2012)	(\$1,633,333.00)
Less 3 <sup>rd</sup> Party Contributions	<u>(\$1,000,000.00)</u>
Net Debenture Cost	\$1,066,667.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$1,066,667.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the cost of the works be funded first from the water and sanitary sewer rates, and if required the balance be funded by debentures to be issued to pay for the cost of such work.
5. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years and shall be a charge against all rateable property in the Urban Service Area of The Corporation of the City of North Bay, to such an extent as the principal and interest payments are not recovered from the water and sanitary sewer rates.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

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

**BY-LAW NO. 2013-33**

**A BY-LAW TO AUTHORIZE THE  
MARSHALL SEWAGE LIFT STATION  
PROJECT**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-98 at its meeting held Tuesday, February 19, 2013, authorizing the Marshall Sewage Lift Station Project for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget Project No. 3318SS, with a net debenture cost of \$200,000.00;

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

1. That the expenditure of \$200,000.00 for the Marshall Sewage Lift Station Project the following be hereby authorized:

Construction Contract	\$190,476.00
Financing Costs	7,524.00
Administration and Overhead	<u>2,000.00</u>
Net Amount to be Debentured	\$200,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/ or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$200,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the cost of the works be funded first from the water and sanitary sewer rates, and if required the balance be funded by debentures to be issued to pay for the cost of such work.
5. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years and shall be a charge against all rateable property in the Urban Service Area of The Corporation of the City of North Bay, to such an extent as the principal and interest payments are not recovered from the water and sanitary sewer rates.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc. READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD

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

**BY-LAW NO. 2013-34**

**A BY-LAW TO AUTHORIZE THE  
CONSTRUCTION OF A NEW  
SEPTAGE RECEIVING AND GRIT  
REMOVAL FACILITY**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-99 at its meeting held Tuesday, February 19, 2013, authorizing the construction of a new Septage Receiving and Grit Removal Facility for the Engineering, Environmental Services and Works Department, being 2013 Water and Sanitary Sewer Capital Budget Project No. 3513SS, with a net debenture cost of \$3,000,000.00;

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

1. That the expenditure of \$3,000,000.00 for the construction of a new Septage Receiving and Grit Removal Facility the following be hereby authorized:

Construction Contract	\$2,857,143.00
Financing Costs	112,857.00
Administration and Overhead	<u>30,000.00</u>
Net Amount to be Debentured	\$3,000,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/ or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$3,000,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the cost of the works be funded first from the water and sanitary sewer rates, and if required the balance be funded by debentures to be issued to pay for the cost of such work.
5. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years and shall be a charge against all rateable property in the Urban Service Area of The Corporation of the City of North Bay, to such an extent as the principal and interest payments are not recovered from the water and sanitary sewer rates.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc. READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD

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

**BY-LAW NO. 2013-35**

**A BY-LAW TO AUTHORIZE THE  
SAN STORAGE MIRROR  
TECHNOLOGY PROJECT**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-100 at its Meeting held Tuesday, February 19, 2013, authorizing the SAN Storage Mirror Technology Project, being the 2013 General Government Capital Budget Project No. 3320GG, with a net debenture cost of \$110,250.00;

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

1. That the expenditure of \$110,250.00 for the SAN Storage Mirror Technology Project the following be hereby authorized:

Hardware and Software Needs	\$105,000.00
Temporary Financing Costs	4,147.00
Administration and Overhead	<u>1,103.00</u>
Net Amount to be Debentured	\$ 110,250.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$110,250.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD

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

**BY-LAW NO. 2013-36**

**A BY-LAW TO AUTHORIZE  
THE 2013 INFORMATION SYSTEMS  
TECHNOLOGY CAPITAL PROJECTS**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-101 at its meeting held Tuesday, February 19, 2013, authorizing the Information Systems Technology Projects, being General Government Capital Budget Project No. 6134GG, with a net debenture cost of \$294,250.00 and the Engineering, Environmental & Works Department, being 2013 Water and Sanitary Sewer Capital Budget Project No.6134WS, with a net debenture cost of \$99,000.00;

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

1. That the expenditure of \$393,250.00 for the 2013 Information Systems Technology Capital Projects for the following be hereby authorized:

Corporate Priorities	\$280,238.00
Financing and Administration Costs	<u>14,012.00</u>
Net Debenture Cost	\$294,250.00
Water and Sanitary Sewer Priorities	<u>99,000.00</u>
Combined Net Debenture Cost	<u>\$393,250.00</u>

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/ or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$393,250.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the cost of the works in the amount of \$99,000.00 be funded first from the water and sanitary sewer rates, and if required the balance be funded by debentures to be issued to pay for the cost of such work.
5. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years and shall be a charge against all rateable property in the Urban Service Area of The Corporation of the City of North Bay, to such an extent as the principal and interest payments are not recovered from the water and sanitary sewer rates.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD

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

**BY-LAW NO. 2013-37**

**A BY-LAW TO AUTHORIZE THE  
2013 CORPORATE DOCUMENT MANAGEMENT  
SYSTEM PROGRAM**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2013-102 at its Meeting held Tuesday, February 19, 2013, authorizing the 2013 Corporate Document Management System Program, being 2013 General Government Capital Budget Project No. 3321GG, with a net debenture cost of \$26,750.00;

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

1. That the expenditure of \$26,750.00 for the 2013 Corporate Document Management System Program for the following be hereby authorized:

Hardware and Software Needs	\$25,476.00
Temporary Financing Costs	1,006.00
Administration and Overhead	<u>268.00</u>
Net Amount to be Debentured	\$26,750.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$26,750.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD

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

**BY-LAW NO. 2013-39**

**BEING A BY-LAW TO CONFIRM PROCEEDINGS  
OF THE SPECIAL MEETING OF COUNCIL ON  
FEBRUARY 19, 2013**

**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 Special Meeting held on February 19, 2013 in respect of each motion, resolution and other action passed and taken by the Council at its said Meeting is, except where the prior approval of the Ontario Municipal Board or other authority is by law required, 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 be 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.

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READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD

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

**BY-LAW NO. 2013-40**

**BEING A BY-LAW TO CONFIRM PROCEEDINGS  
OF THE MEETING OF COUNCIL ON  
FEBRUARY 19, 2013**

**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 meeting held on February 19, 2013 in respect of each motion, resolution and other action passed and taken by the Council at its said Meeting is, except where the prior approval of the Ontario Municipal Board or other authority is by law required, 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 be 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.

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READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD

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

**BY-LAW NO. 2013-38**

**BEING A BY-LAW TO AUTHORIZE THE  
EXECUTION OF AN AGREEMENT WITH  
CANADORE COLLEGE OF APPLIED ARTS AND  
TECHNOLOGY, THE CANADORE STUDENTS  
REPRESENTATIVE COUNCIL INCORPORATED  
RELATING TO CANADORE COLLEGE  
STUDENT PASS PROGRAM**

**WHEREAS** the Agreement with Canadore College of Applied Arts and Technology and The Canadore Students Representative Council Incorporated for the Canadore College Student Pass Program was approved by Resolution No. 2013-62 passed by Council on the 4<sup>th</sup> of February, 2013;

**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 an Agreement dated the 23<sup>rd</sup> day of January, 2013 with Canadore College of Applied Arts and Technology and The Canadore Students Representative Council Incorporated relating to the Canadore College Student Pass Program.
2. The Mayor and Clerk of The Corporation of the City of North Bay are hereby authorized to execute that certain Agreement between The Corporation of the City of North Bay and Canadore College of Applied Arts and Technology and The Canadore Students Representative Council Incorporated and to affix thereto the Corporate seal.

READ A FIRST TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

cc  
READ A SECOND TIME IN OPEN COUNCIL THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 4<sup>TH</sup> DAY OF MARCH, 2013.

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MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD