



# Committee Agenda

**Committee Meeting of Council  
November 21, 2011  
at 7:00 p.m.**

# MEETINGS

**FOR THE WEEK OF  
NOVEMBER 21<sup>ST</sup>, 2011**

Monday, November 21, 2011

7:00 p.m.

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

# MEETINGS

**HELD UNDER THE  
*MUNICIPAL ACT***

Monday, November 21, 2011

7:00 p.m.

Water and Sanitary Sewer Rates  
Council Chambers, 2<sup>nd</sup> Floor

## COMMUNITY SERVICES COMMITTEE

Monday, November 21, 2011

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**Chairperson:** Councillor Lawlor  
**Vice-Chair:** Councillor Mendicino  
**Member:** Councillor Vaillancourt  
**Ex-Officio:** Mayor McDonald

- CS-2001-35 Rezoning applications by Consolidated Homes Ltd. – Golf Club Road (D14/2001/CHLTD/GOLFCLUB).
- CS-2003-37 Condominium application by Rick Miller on behalf of New Era Homes Ltd. - McKeown Avenue (D07/2003/NEHL/ MCKEOWN).
- CS-2004-29 Rezoning and Plan of Subdivision applications by Rick Miller on behalf of Grand Sierra Investments Ltd. - Sage Road (D12/D14/2003/GSIL/SAGERD).
- CS-2011-04 Motion moved by Councillor Mayne on January 24, 2011 re Designated Off-Leash Dog Area (R00/2011/PARKS/DOGPARK).
- CS-2011-16 Plan of Subdivision application by Miller & Urso Surveying Inc. on behalf of 873342 Ontario Inc. (Kenalex Development Inc.) - Phase II, Trillium Woods Subdivision (Booth Road) (D12/2011/KENAL/BOOTHRD2).
- **CS-2011-19 Report R. Bellehumeur dated October 31, 2011 re By-Law to regulate parking in municipal parking lots (C01/2011/PARKI/PARLO).**

# CS-2011-19

Draft recommendation:

“That the proposed by-law to regulate parking in municipal parking lots and to repeal By-Law No. 2007-90, as amended, be presented to Council for three (3) readings.”

City of North Bay

Report to Council

**RECEIVED**  
CITY OF NORTH BAY

NOV 10 2011

Date: October 31, 2011

**CLERK'S DEPT.**

Report No: CSBU 2011-99

Originator: Rhéaume Bellehumeur,  
Facilities & Parking Supervisor

Subject: By-Law to Regulate Parking in Municipal Parking Lots

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## RECOMMENDATION

That City Council approve the proposed by-law as attached to RTC CSBU 2011-99 to regulate parking in Municipal Parking Lots and repeal By-law No. 2007-90, as amended.

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## BACKGROUND

The current By-law 2007-90 requires some housekeeping to acknowledge recent changes in the Parking Department and City's downtown parking inventory. The proposed by-law also addresses interim hourly and monthly parking rates. Parking rates will be one of the many parking issues and strategies reviewed by the current Parking Study being conducted by the BA Group. Their report is expected in the spring of 2012.

In 2009 the City purchased parking lot Main 14, 330 Main Street East. In 2010 the City purchased parking lot McIntyre 15, 347 McIntyre Street East. Both of these parking lots are designated for monthly parking rentals only.

The reconstruction of the parking lots on Oak Street East and West has produced dramatic improvements to these parking facilities. Parking lots Oak 2 & Oak 12 from the 100 block of Oak Street West have now merged and will be furthered referred to as Oak 2. Parking lot Oak 10, 180 Wyld Street, has also been upgraded but reduced in size. Access to this lot is now only from Wyld Street. This lot is now referred to as Wyld 10. To assist with parking demands in that area, a new parking lot was developed, Wyld 13, 170 Wyld Street, which utilizes the same access point as Wyld 10. Wyld 13 remains unpaved and the proposed rates reflect that. Amendments to Schedules A, B, & C confirm these changes.

Schedule B of the proposed by-law display the interim rates per hour in all parking lots that provide hourly parking. This schedule does not propose any rate changes from the previous by-law other than to reflect the addition of paid hourly parking in Wyld 8 (City Hall).

Schedule C of the proposed by-law display the interim rental rates per quarter in all parking lots that provide monthly parking. This schedule addresses the addition of lots Wyld 13, Main 14, and McIntyre 15. All proposed 2012 rates include a 3% increase over the 2011 rates. The current 2011 rates for lots Wyld 10 and Oak 12 reflect the gravel conditions of the past. The proposed rates for the reconstructed lot Wyld 10 reflect the new improvements to the lot; asphalt paving, line painting, improved lighting, signage, and landscaping. The proposed rates for Oak 2 account for the merger of the current 2011

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rates for Oak 2 & Oak 12. All clients in the reconstructed lot Oak 2 will enjoy the same improvements as indicated for lot Wyld 10 as well as available parking closer to the downtown core. To provide compensation for the inconveniences experienced by displacement during the reconstruction of these parking lots and to reduce the impact of the rate increases, the proposed rates offer a reduction in rate increases by 50% over the first six months of 2012. The lower rates previously offered to Lot Oak 10 and Oak 12 will continue to be offered to lot Wyld 13 which remains a gravel parking lot.

This draft By-law has been presented to the Downtown Improvement Association. While there was a general understanding of proposed by-law by those who attended the meeting, there has not yet been a formal response from the DIA at the time of submission of this report.

Attached is a map of the downtown parking lots and their respective rates. The rates reflect the amenities of these lots and the relative location of the lots to high demand areas.

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#### **ANALYSIS / OPTIONS**

- Option 1 – That City Council approve the proposed by-law as attached to RTC CSBU 2011-99 to regulate parking in Municipal Parking Lots and repeal By-law No. 2007-90, as amended.
- Option 2 – That City Council does not approve the proposed by-law to regulate parking in Municipal Parking Lots. This option is not recommended.

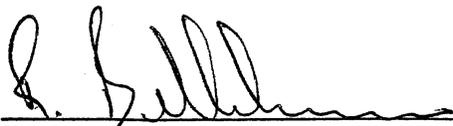
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#### **RECOMMENDED OPTION**

- Option 1 – That City Council approve the proposed by-law as attached to RTC CSBU 2011-99 to regulate parking in Municipal Parking Lots and repeal By-law No. 2007-90, as amended.

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Respectfully submitted,



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Rhéaume Bellehumeur  
Facilities & Parking Supervisor

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We concur in this report and recommendation,



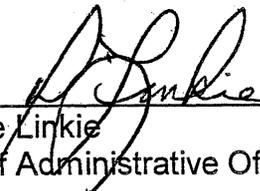
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Ian Kilgour  
Director of Parks, Recreation & Leisure Services



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Jerry Knox  
Managing Director, Community  
Services



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Dave Linkie  
Chief Administrative Officer

Persons designated for continuance:      Facilities & Parking Supervisor  
By-Law Enforcement Officer

Attachments: 1) Draft By-law to regulate parking in municipal parking lots  
2) Map of the downtown parking lots and their respective 2011 and proposed  
2012 quarterly rental rates

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2011-\_\_

**BEING A BY-LAW TO REGULATE PARKING IN MUNICIPAL PARKING  
LOTS (AND TO REPEAL BY-LAW NO. 2007-90, AS AMENDED)**

WHEREAS the *Municipal Act* R.S.O. 2001 as amended, Section 11 (2) 8 permits a Council of a local municipality to pass by-laws respecting parking, except on highways for the purpose of regulating, supervising and governing the parking of vehicles on land owned or occupied by the municipality.

AND WHEREAS the Council passed Resolution No. 2011-\_\_ at its Regular Meeting held \_\_\_\_\_, 2011 to authorize the consolidation of the by-law to regulate parking in Municipal Parking Lots;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF NORTH BAY HEREBY ENACTS AS FOLLOWS:

1. In this By-law:

- (a) "City" means The Corporation of the City of North Bay.
- (b) "Motor Vehicle" includes an automobile, motorcycle, motor assisted bicycle unless otherwise indicated in this by-law and any other vehicle propelled or driven otherwise than by muscular power.
- (c) "Park" means the stopping or standing of a motor vehicle, whether occupied or not, with or without the engine activated.
- (d) "Parking Lot" means the property owned or occupied by the City which parking is regulated by the posting of signs or by the use of parking meters, parking lot attendants or pay and display equipment, and which lots are more particularly described on Schedule "A" hereto and which may be described in this by-law by reference to the lot number shown on Schedule "A"
- (e) "Parking Supervisor" means the person appointed by the Council to be the Parking Supervisor.
- (f) "Parking Meter" means a device which indicates the length of time during which a vehicle may be parked, which has as part thereof a receptacle for receiving and storing coins, a slot or place in which such coins may be deposited, a timing mechanism to indicate the passage of the interval of time during which the parking is permissible and which displays a signal when said interval of time has elapsed.
- (g) "Pay and Display Machine" means an automatic or other electronic, electromechanical or mechanical device, for the purpose of controlling and regulating the parking of any vehicle in a parking space and which, when a coin or credit card has been inserted into the pay and display machine and the machine activated, issues a receipt indicating the date and time of that activating and the duration of the parking in or on the parking space permitted.
- (h) "Permitted Period" means the duration of parking in or on a parking space as indicated on a receipt from a pay and display machine.

2. Attendant Lots

No person shall park a motor vehicle in McIntyre 4 (Parking Garage) and Oak 2 between 8 o'clock in the morning and 6 o'clock in the evening on any day except Saturday and Sunday:

- (a) unless the fee set by Schedule "B" or Schedule "C" hereto is paid by the driver of the motor vehicle.
- (b) Every person who leaves a motor vehicle in McIntyre 4 (Parking Garage) and Oak 2 after 6 o'clock p.m. shall produce the ticket indicating the time and date of entry for such day the next time such vehicle is parked in McIntyre 4 (Parking Garage) or Oak 2 and pay the amount required thereby on the next day of entry according to the terms of such ticket, or if such ticket is unavailable, then the daily maximum fee shall be paid.
- (c) No person shall park a motor vehicle in McIntyre 4 (Parking Garage) or Oak 2 if there is an unpaid daily ticket for a previous day for such motor vehicle.
- (d) If upon exiting McIntyre 4 (Parking Garage) or Oak 2 the person is unable to present the ticket showing the date and time of entry then the daily maximum as stipulated in Schedule "B" hereto shall be payable.

3. **Pay and Display Lots**

No person shall park a motor vehicle on Parking Lots McIntyre 3, Main 5, Worthington 6, Worthington 7, Wyld 8, and McIntyre 11 between 8 o'clock in the morning and 6 o'clock in the evening on any day except Saturday and Sunday:

- (a) unless a receipt issued by the machine is clearly displayed on the driver side dashboard of the motor vehicle; and
- (b) in no case longer than the expiry time stipulated on the receipt.
- (c) in no case longer than the maximum authorized time for that parking lot as stipulated by Schedule "B" hereto

4. **Monthly Parking Lots**

- (a) The Parking Supervisor or his/her authorized delegate is hereby authorized to issue permits for the purpose of permitting monthly parking and to charge therefore the fee as stipulated in Schedule "C" hereto;
- (b) No person shall park a motor vehicle for the purpose of monthly parking in areas stipulated in Schedule "C" hereto without displaying an authorized permit.

- 5. Collection of the fees paid in the parking lots shall be under the control of the Parking Supervisor who shall keep proper record of same and deposit same to the credit of the City.
- 6. The Parking Supervisor is directed to post signs stating the conditions on which a motor vehicle may be parked in all parking lots stipulated in Schedules A.
- 7. No person shall park a motor vehicle in any parking lot overnight from 2 o'clock in the morning to 8 o'clock in the morning from November 1 to March 31 inclusive with the exception of Levels 1 thru 4 of Lot McIntyre 4 (Parking Garage) or in areas designated by the Parking Supervisor.
- 8. No person shall park a motor vehicle in any parking lot for more than 24 consecutive hours without prior authorization of the Parking Supervisor or his/her designate.
- 9. No person shall park a motor vehicle in any aisle, entrance or exit of a parking lot.
- 10. No person shall park a motor vehicle so as to obstruct the passage of a vehicle previously parked.

11. No person shall park a motor vehicle so that any part of the vehicle extends beyond the pavement marking of the space.
12. Where authorized signs are on display, no person shall park a motor vehicle within a designated accessible parking space without displaying an authorized permit.
13. Where authorized signs are on display, no person with an authorized permit shall park a motor vehicle within a designated accessible parking space for a period longer than two hours:
  - (a) unless issued permits for the purpose of permitting monthly parking: or
  - (b) unless payment is made pursuant to Section 3 of this By-law for any time beyond the two hour free period, (By-law 2007-89, Section 5). The two hour free period begins at the expiry time stipulated on the receipt.
14. No person shall park a motor vehicle upon any sidewalk.

**Penalty**

15. Any vehicle left parked contrary to any provisions of this by-law may be subject to removal and impounding or restraining and immobilizing at the owners expense, as provided by subsection 170 (15) of the *Highway Traffic Act*.
16. Any person who contravenes any provision of this by-law is guilty of an offence and upon conviction to a fine as provided under the *Provincial Offences Act*, R.S.O. 1990, c. P.33, as amended, or any successor thereto.
17. When a vehicle is found parked in contravention of any provisions of this by-law, any Police Officer, Municipal By-Law Enforcement Officer or agent of the City so finding the vehicle, may issue a summons, a parking infraction notice or attach to the vehicle a parking ticket in the form of a serial numbered notice stating:
  - (i) the licence number or serial number of the vehicle; and
  - (ii) the date, time, place and nature of the alleged offence.
18. In the event of failure to make payment, exclusive of costs, process will be issued pursuant to the *Provincial Offences Act*.
19. Any Peace Officer, Police Officer, Municipal By-Law Enforcement Officer, employee of the City of North Bay whose duties include the enforcement of this by-law or agent of the city who is appointed to enforce this by-law is hereby authorized to enforce this by-law pursuant to the provisions hereof and of the *Provincial Offences Act*, R.S.O. 1990, c.P.33, as amended and any successor thereto and pursuant to the provisions of the *Municipal Act*, 2001 and the *Highway Traffic Act*.
20. This by-law comes into force and effect upon approval of the set fines by the Regional Senior Justice and the installation of the sign or signs, if any, applicable to such provision have been erected and are on display.
21. When this by-law comes into force, By-Law No. 2007-90, as amended, is hereby repealed.

READ A FIRST TIME IN OPEN COUNCIL THE \_\_\_\_ DAY OF \_\_\_\_\_ 2011.

READ A SECOND TIME IN OPEN COUNCIL THE \_\_\_\_ DAY OF \_\_\_\_\_ 2011.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2011.

\_\_\_\_\_  
MAYOR AL MCDONALD

\_\_\_\_\_  
CITY CLERK CATHERINE CONRAD

**THIS IS SCHEDULE "A" TO BY-LAW NO. 2011-\_\_ OF THE CORPORATION OF THE CITY OF NORTH BAY**

ALL AND SINGULAR that certain parcel or tract of land and premises, situate, lying and being in the City of North Bay in the District of Nipissing and the Province of Ontario and being comprised of:

<b>Lot Number</b>	<b>Legal Description</b>	<b>Municipal Address</b>
Oak 2	See attached drawing 'Lot 2' for lot description	180 Oak Street West
McIntyre 3	LT 138 - 140, PL 10 Widdifield except NB154654; PT LT 137 PL 10 Widdifield as in NB62913; Pin-49165-0033	155 McIntyre St. East
McIntyre 4 (Parking Garage)	Plan 10 Lot 129 and E Part of Lot 128 & 127 (Lease 79256) Pin-49164-159 Inst.- 64076 and 66574	127 McIntyre Street West
Main 5	Part Lot 3, Plan 13 Pin-49167-0008 Inst.-15219 and 136962	507 Main Street West.
Worthington 6	W PT 368 Lot 369 370 and Lot 421 & 422 West Half 420 Plan 21 Pin-49164-0025 Inst.-75297	168 Worthington Street West
Worthington 7	Part Lot 368 and all Lots 369 and 370, 400, 421 and 422, Plan 21 West Half 420 Pin-49165-0053 Inst.-103156 and 166013, Plan 21 Lot 419 E half 420	100 Worthington Street East
Wyld 8 (City Hall)	All Lots 277 and 278 Plan No. 10 Pin-49165-0245	200 McIntyre Street East
Wyld 10	See attached drawing 'Lot 10' for lot description	180 Wyld Street
McIntyre 11	Part of Lots 143, 144, 145 and 146 Plan 10 Parts 1, 2, 3 and 7 Plan 36R4266 Pin-49165-0261 Inst.-154655	265 McIntyre Street East
Wyld 13	See attached drawing 'Lot 13' for lot description	179 Wyld Street
Main 14	LT 80-81 PL 10 Widdifield; PT LT 82 PL 10 Widdifield as in NB153318 Pin-49165-0280 (LT)	330 Main Street East
McIntyre 15	LT 152 PL 10 Widdifield Pin-49165-0272 (LT)	347 McIntyre Street East

THIS IS SCHEDULE "B" TO BY-LAW NO. 2011-\_\_\_ OF THE CORPORATION OF  
 THE CITY OF NORTH BAY

Lot No.	Rate Per Hour	Free Parking Allowance	Minimum Payment	Maximum Payment	Time Limit
Oak 2	\$1.50 per hour or fraction thereof	2 hour free parking first entry only	N/A	\$9.00	N/A
McIntyre 3	\$1.00 per hour	N/A	\$0.25	N/A	N/A
McIntyre 4 (Parking Garage)	\$1.50 per hour or fraction thereof	2 hour free parking first entry only	N/A	\$9.00	N/A
Main 5	\$1.00 per hour	N/A	\$0.25	N/A	N/A
Worthington 6	\$1.00 per hour	N/A	\$0.25	N/A	N/A
Worthington 7	\$1.00 per hour	N/A	\$0.25	N/A	N/A
Wyld 8	\$1.00 per hour	15 minutes free parking first entry only	N/A	\$0.75	1 hour
McIntyre 11	\$1.00 per hour	N/A	\$0.25	N/A	N/A

DRAFT

THIS IS SCHEDULE "C" TO BY-LAW NO. 2011-\_\_\_ OF THE CORPORATION OF  
THE CITY OF NORTH BAY

2012 Rental Rates Per Quarter			
Lot No.	2011 Rates	January 1, 2012 - June 30, 2012	July 1, 2012 - December 31, 2011
Oak 2	\$182.63	\$141.56	\$188.11
McIntyre 3	\$182.63	\$188.11	\$188.11
McIntyre 4 (Lower Garage)	\$243.46	\$250.76	\$250.76
McIntyre 4 (Upper Garage)	\$182.63	\$188.11	\$188.11
Main 5	\$125.79	\$129.56	\$129.56
Worthington 6	\$142.05	\$146.31	\$146.31
Worthington 7	\$142.05	\$146.31	\$146.31
Wyld 10	\$92.24	\$120.66	\$146.31
McIntyre 11	\$162.35	\$167.22	\$167.22
Oak 12	\$92.24	N/A	N/A
Wyld 13	N/A	\$95.01	\$95.01
Main 14	\$142.05	\$146.31	\$146.31
McIntyre 15	\$125.79	\$129.56	\$129.56

FRASER ST

2

36R-7187

36R-10625

36R-6670

36R-7253

Pt. 5

11

FERGUSON STREET

12

OAK STREET

36R-10781

36R-5206

36R-8867

36R-7499

**Parking Lot #2**

Pt. 15

36R-10781

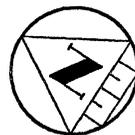
Pt. 14

55.2m

173.8m

TS  
: 19

Pt.1

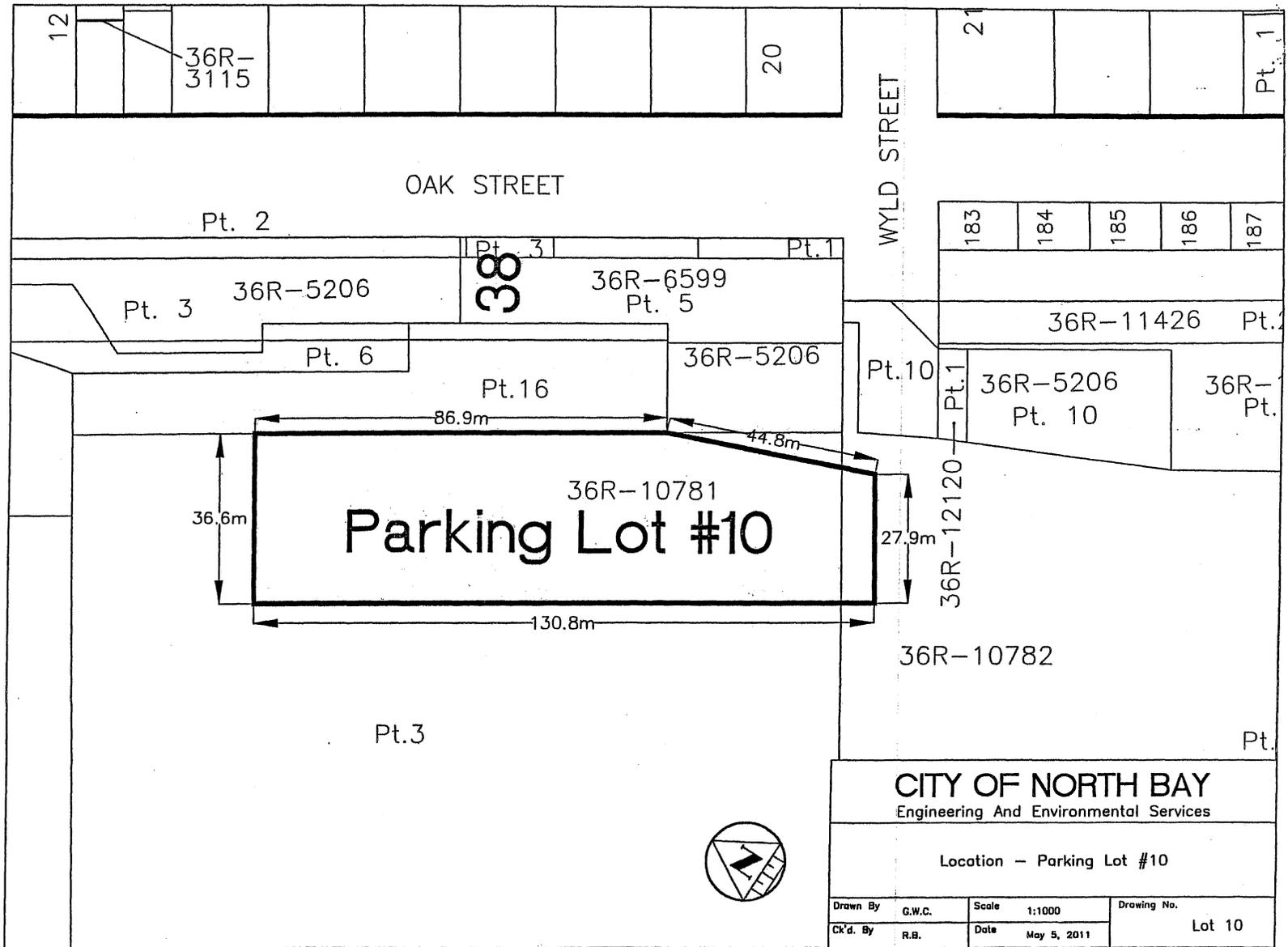


**CITY OF NORTH BAY**

Engineering And Environmental Services

Location - Parking Lot #2

Drawn By	G.W.C.	Scale	1:1000	Drawing No.
Ch'd. By	R.B.	Date	May 5, 2011	
				Lot 2

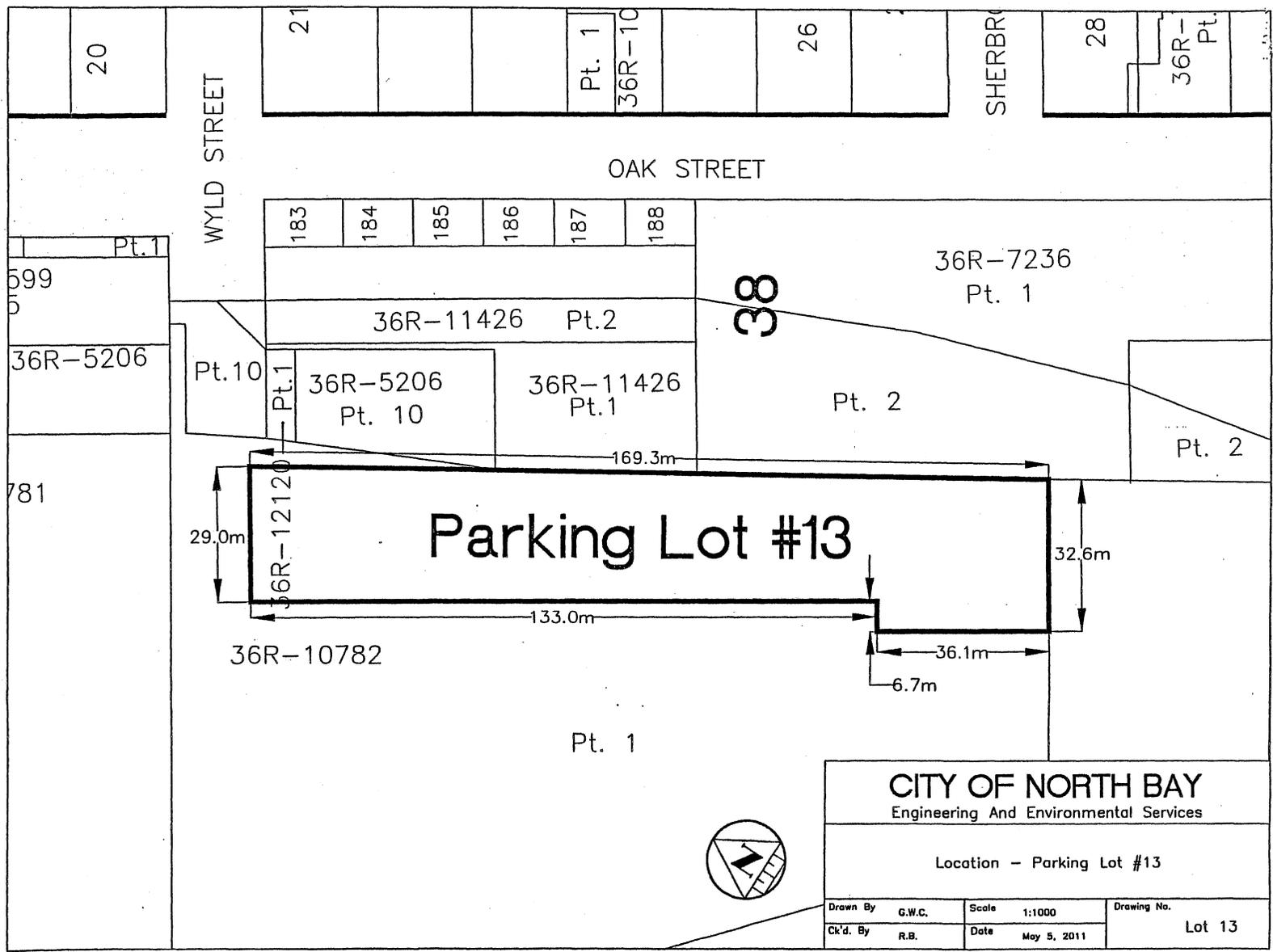


**CITY OF NORTH BAY**  
 Engineering And Environmental Services

Location - Parking Lot #10

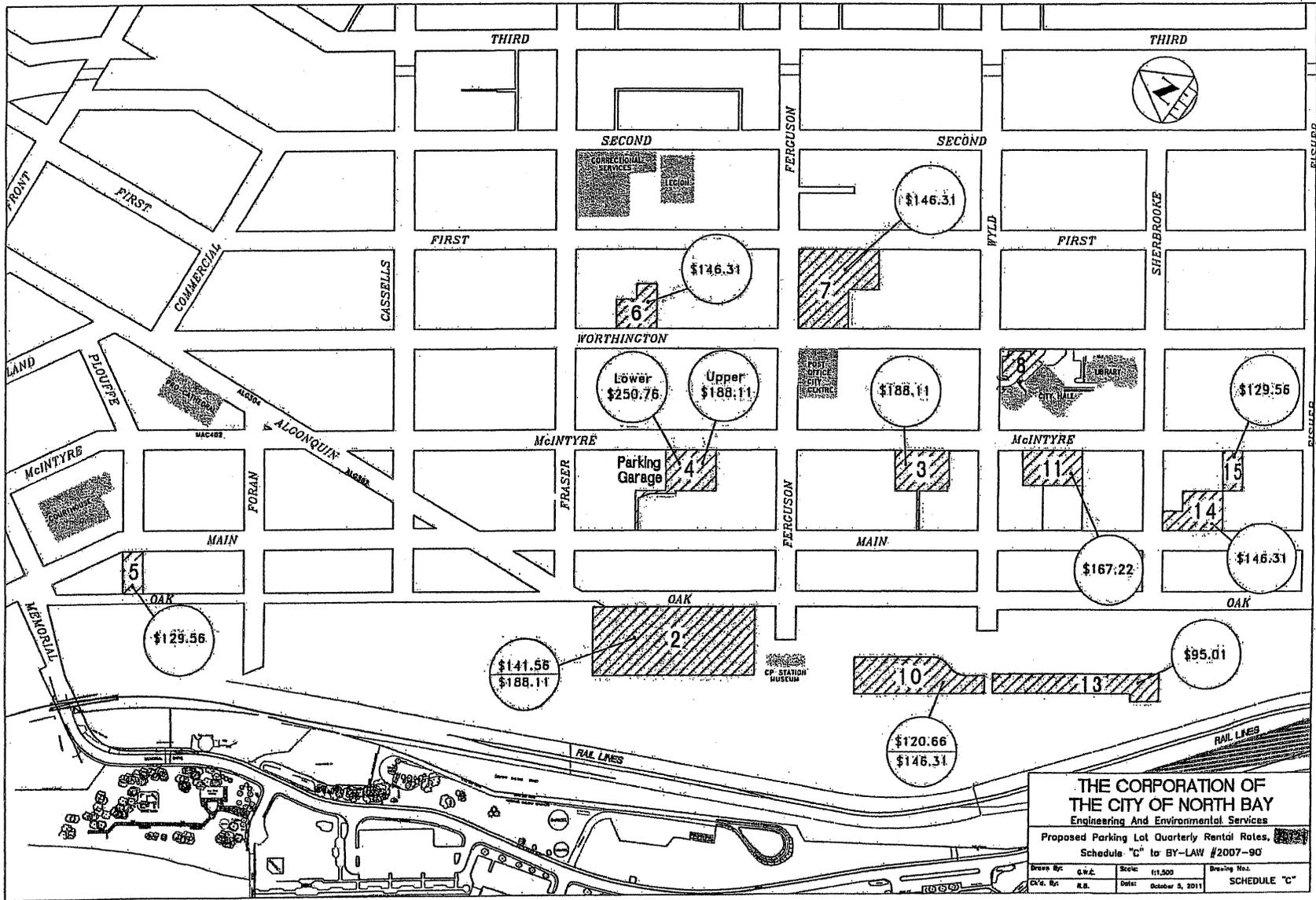
Drawn By	G.W.C.	Scale	1:1000	Drawing No.	Lot 10
Ch'd. By	R.B.	Date	May 5, 2011		





<b>CITY OF NORTH BAY</b>			
Engineering And Environmental Services			
Location - Parking Lot #13			
Drawn By	G.W.C.	Scale	1:1000
Ch'd. By	R.B.	Date	May 5, 2011
Drawing No.			Lot 13





**THE CORPORATION OF THE CITY OF NORTH BAY**  
 Engineering And Environmental Services  
 Proposed Parking Lot Quarterly Rental Rates,  
 Schedule "C" to BY-LAW #2007-90

Drawn By: G.W.A.	Scale: 1:1,000	Drawing No.:
CV's By: R.B.	Date: October 5, 2011	<b>SCHEDULE "C"</b>

## ENGINEERING & WORKS COMMITTEE

Monday, November 21, 2011

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**Chairperson:** Councillor Vrebosch-Merry  
**Vice-Chair:** Councillor Mayne  
**Member:** Councillor Bain  
**Ex-Officio:** Mayor McDonald

EW-2010-03 Report from A. Korell/J. Houston dated March 26, 2010 re Kate Pace Way west end bike route connection between Memorial Drive and Gormanville Road (R05/2010/KPWTR/WESTENDR).

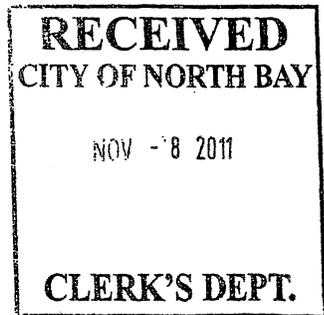
► **EW-2011-04 Report from A. Korell dated November 7, 2011 re Highway 17 Route Planning Study - Highway 11 easterly to Highway 531 (T08/2011/MTO/ MRCHWY17).**

EW-2011-05 Memo to A. Tomek dated October 26, 2011 re Curbside collection of recyclables for ICI Sector (E07/2011/BLUE/GENERAL).

# **EW-2011-04**

Draft recommendation:

“That the presentation regarding the Highway 17 Route Planning Study by the Ministry of Transportation and Alan Korell, Managing Director of Engineering, Environmental Services & Works be received.”



City of North Bay  
Report to Council

Report No.: EESW-2011-079

Date: November 7, 2011

Originator: Alan Korell, Managing Director of Engineering,  
Environmental Services & Works

Subject: Highway 17 Route Planning Study

File No: T05 – MTO Highway 17 Route Planning Study,  
Highway 11 Easterly to Highway 531 (Bonfield) "HI"

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**RECOMMENDATION**

That City Council receive a presentation from the Ministry of Transportation on the Highway 17 Route Planning Study at the Engineering and Works Committee meeting of November 21<sup>st</sup>, 2011 at 7:00 pm.

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**BACKGROUND**

The Ministry of Transportation has embarked on a Highway 17 Route Planning Study from Highway 11 easterly to Highway 531. The Ministry is ready to present stage one of their study results (see attachments). The study will be important to the future development of the City and M.T.O. The Ministry of Transportation feels a presentation made directly to City Council is warranted.

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**ANALYSIS/OPTIONS**

**Option 1**

That City Council receive a presentation by MTO on the Highway 17 Route Study. This option is recommended.

**Option 2**

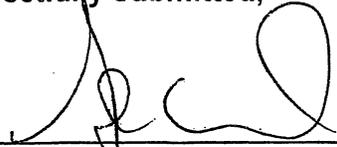
That City Council not receive MTO's presentation. This option is not recommended.

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**RECOMMENDED OPTION**

That City Council receive a presentation from the Ministry of Transportation on the Highway 17 Route Planning Study at the Engineering and Works Committee meeting of November 21<sup>st</sup>, 2011 at 7:00 pm.

Respectfully submitted,



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Alan Korell, P. Eng., MCIP  
Managing Director of Engineering,  
Environmental Services & Works

I concur in this report and recommendation.



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David Linkie  
Chief Administrative Officer

Personnel designated for continuance: Cathy Conrad, City Clerk

Attach. 1/ MTO T05 – MTO Highway 17 Route Planning Study,  
Highway 11 Easterly to Highway 531 (Bonfield)

wpd/engin/eak139-Report to Council – Highway 17 Route Planning Study

Copy for: D. Linkie, CAO

**MINISTRY OF TRANSPORTATION**  
**HIGHWAY 17 ROUTE PLANNING STUDY (G.W.P. 5105-09-00), HIGHWAY 11 EASTERLY TO 2.7 KM EAST OF HIGHWAY 531**

**PUBLIC INFORMATION CENTRE #1**  
**WEDNESDAY NOVEMBER 23, 2011 & THURSDAY, NOVEMBER 24, 2011**  
**INFORMATION PACKAGE**

### **THE STUDY**

The Ministry of Transportation of Ontario (MTO) has retained McCormick Rankin Corporation (MRC) to undertake a Route Planning, Preliminary Design and Class Environmental Assessment (Class EA) Study for Highway 17 from the Highway 11 south junction in North Bay, easterly to 2.7 km east of Highway 531, for approximately 26.0 km, as shown in the Key Plan.

The main purpose of this study is to develop and evaluate a range of reasonable alternatives, including improvements to the existing highway, new highway routes and/or combinations of the two

The study will result in the identification of a preferred plan for Highway 17 between North Bay and Bonfield to improve future traffic operations and to enhance highway safety.

### **THE PROCESS**

The study is following the approved planning process for Group 'A' Projects under the Class Environmental Assessment (Class EA) for Provincial Transportation Facilities (2000), with the opportunity for public input throughout.

A Study Design Report (SDR) was developed to describe the process that is being followed. The SDR provides an overview of the need and justification for the project, the planning alternatives to the undertaking, and will document EA process commitments such as public consultation and documentation. The SDR is available on the project website ([www.highway17routeplanning.ca](http://www.highway17routeplanning.ca)).

Upon completion of the study, a Transportation Environmental Study Report (TESR) will be prepared and made available for public review. Notices will be placed in the North Bay Nugget and on the project website to advise the public of the PICs and the TESR review.

### **THE NEED FOR HIGHWAY 17 IMPROVEMENTS**

- As part of the Trans-Canada Highway System, Highway 17 is a vital highway link between Northern Ontario/Western Canada and South-eastern Ontario/ Eastern Canada.
- The benefits to traffic movement resulting from expanding / improving Highway 17 are expected to enhance economic growth both in the study area and in Northern Ontario in general.
- Highway 17 is an important route that connects rural communities, urban areas, First Nation communities and recreational areas within Northern Ontario, and local residents and business owners rely on convenient and safe access to the highway.
- The tourism and recreation industry is a key component of the local economy, and providing a reliable, safe and convenient transportation system will continue to attract visitors and seasonal residents, thereby boosting the local economy.

### **PUBLIC INFORMATION CENTRES**

Three Public Information Centres (PICs) will take place during this study. PIC #1 has been arranged to provide an opportunity for interested parties to review and comment on the findings of the draft SDR, corridor and route alternatives and the proposed evaluation criteria.

PIC #2 is anticipated to be held in spring 2012, and will provide the opportunity for interested parties to review and comment on the the evaluation of the corridor alternatives and the development of the route alternatives.

### **WHAT HAPPENS NEXT?**

Following this PIC, the Project Team will:

- Review the comments received and respond to any questions/comments;
- Finalize the Study Design Report (SDR)
- Assess/evaluate the route alternatives and select the preferred route;
- Develop interchange and service road alternatives; and
- Hold a second Public Information Centre to present the evaluation of the route alternatives and the development of the interchange and service road network alternatives.

**HIGHWAY 17 ROUTE PLANING STUDY, HIGHWAY 11 EASTERLY TO 2.7 KM EAST OF HIGHWAY 531  
PUBLIC INFORMATION CENTRE #1 - INFORMATION PACKAGE**

**FOR FURTHER INFORMATION**

Please use the attached comment sheet to provide us with your comments about the study. Comments can be left in the comment box provided or forwarded to the Project Team by **Wednesday December 28, 2011**.

For further information about this study, please visit [www.highway17routeplanning.ca](http://www.highway17routeplanning.ca) or contact individuals noted below. If you require information in French, please contact Yannick Garnier as noted below:

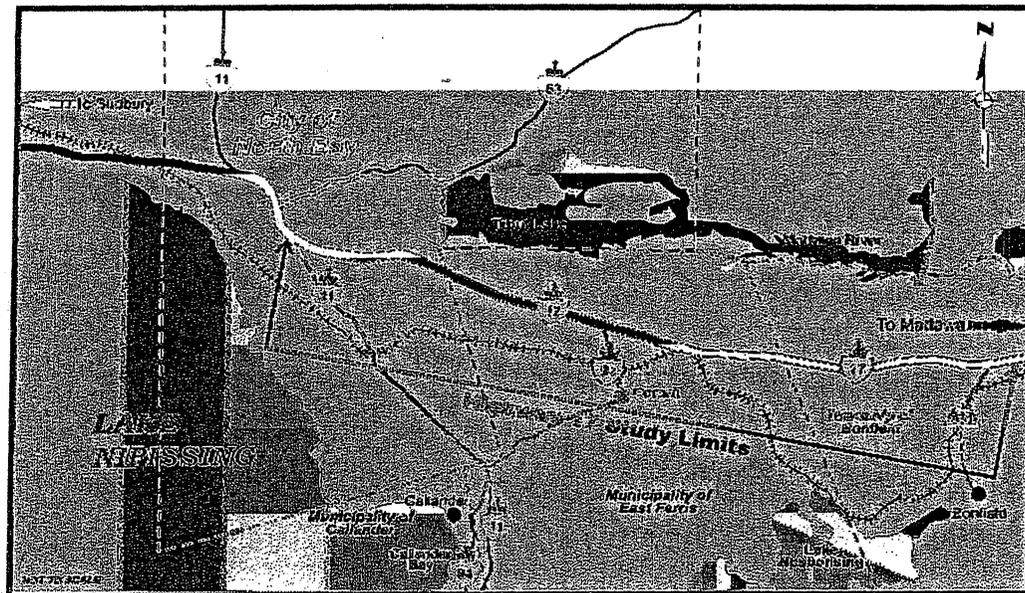
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**THANK YOU FOR ATTENDING!**



**MCCORMICK RANKIN  
CORPORATION**

A member of MRM GROUP



**GENERAL GOVERNMENT COMMITTEE**

Monday, November 21, 2011

Page 1

**Chairperson:** Councillor Chirico  
**Vice-Chair:** Councillor Koziol  
**Members:** Councillors Anthony, Maroosis  
**Ex-Officio:** Mayor McDonald

- GG-2011-04 Motion from Councillor Anthony dated January 10, 2011 re Council remuneration (F16/2011/CNB/COUNCIL).
- GG-2011-16 Report from C.M. Conrad dated August 2, 2011 re Election campaign signs (C07/2011/ELECT/GENERAL).
- GG-2011-18 Report from D.G. Linkie dated August 31, 2011 re Power assisted bicycles (T00/2011/TRANS/GENERAL).
- **GG-2011-19 Report from R. Mimee / L. Rochefort dated October 12, 2011 re 2012 Water and Sanitary Sewer Rates (F22/2011/TAXR/GENERAL) (F22/2012/TAXR/GENERAL).**

# GG-2011-19

Draft recommendation.

- "That
- a) in accordance with the direction contained in the *Sustainable Water and Sewage Systems Act*, 2002, the current policy of recovering all water and sanitary system operating, capital and financing costs from user rates be maintained;
  - b) the water and sanitary sewer rate increase be 4.2% effective January 1, 2012;
  - c) the 2012 Water Rates By-Law be presented to Council, increasing all water rates by 16% effective January 1, 2012;
  - d) the water filtration capital surcharge be reduced from 10% to 8% of the water charges, effective January 1, 2012; and
  - e) the sanitary sewer surcharge be reduced from 106% to 86% of the water charges, effective January 1, 2012."

CITY OF NORTH BAY

REPORT TO COUNCIL

Report No: CORP 2011-161

Date: October 12, 2011

Originator: Ron Mimee / Lorraine Rochefort

Subject: 2012 Water and Sanitary Sewer Rates

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**RECOMMENDATIONS:**

1. That, in accordance with the direction contained in the Sustainable Water and Sewage Systems Act, 2002, the current policy of recovering all Water and Sanitary System operating, capital and financing costs from user rates be maintained.
2. That the Water and Sanitary Sewer rate increase be 4.2% effective January 1<sup>st</sup>, 2012.
3. That the 2012 Water Rates By-Law be presented increasing all Water Rates by 16% effective January 1, 2012.
4. That the Water Filtration Capital Surcharge be reduced from 10% to 8% of the water charges, effective January 1, 2012.
5. That the Sanitary Sewer Surcharge be reduced from 106% to 86% of the water charges, effective January 1, 2012.

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**BACKGROUND:**

The last review of water and sanitary sewer rates was completed during the 2011 Operating Budget review at which time the water and sanitary sewer rates were increased by 6% effective March 1, 2011, (5.3% annualized) with the passing of By-Law 2011-10 on February 7, 2011.

The water and sanitary sewer system operations is projected to end the 2011 year with a deficit of \$695,248. This is as a result of higher costs associated with an abnormal number of service leaks in the water distribution system in 2011 partially offset by lower sanitary sewer operating and maintenance costs. This projected deficit is being offset by a transfer of \$500,000 from Capital Project #3116SS, Premier Road Pumping Station with the balance being transferred from the Water/Sanitary Sewer Reserve Fund. The Reserve Fund is projected to have a balance of \$1,485,515 as per schedule attached.

The 2012 Operating Budget for the water and sanitary sewer system, as presently recommended, requires an increase of \$1,041,154 or 5.86% over 2011 and results from:

- Investment in infrastructure replacement program \$618,524  
- as per adopted capital funding policy
- Increase in operating and maintenance costs \$377,700

The Ontario Safe Drinking Water Act, Ontario Regulation 453/07 (O.Reg. 453/07) requires that municipal drinking water systems and municipal sanitary sewer (wastewater) systems be self-sufficient. It further requires that drinking water systems be financially viable. Council adopted a Long-Range Financial Plan on October 3, 2011, in compliance with the regulation.

At the time of preparing the Long-Range Financial Plan assumptions had predicted water rates to increase by 20.6% and sanitary sewer (wastewater) to decline by 9.2 % for a net impact of 6.1%. These numbers also indicated that the sewer surcharge would be then reduced to 80% of the water charges. At the time of presentation the Long-Range Financial Plan was described as a living document that continuously needs refinement for changes in assumptions. With the 2012 budget process underway and the recommendation before you, one can see that the assumptions within the Long-Range Financial Plan were very conservative and therefore the increase is less than the plan projected.

In 2012 to comply with O.Reg. 453/07, a redistribution of revenues for the municipal water and sanitary sewer (wastewater) system is necessary to ensure the revenues are sufficient to offset the costs of the individual systems as follows:

- increase to the water rates of 16%
- decrease to water filtration plan capital surcharge from 10% to 8% of the total water charges
- decrease to the sanitary sewer surcharge from 106% to 86% of the total water charges
- The net result is a 4.2% increase in water and sanitary sewer rates for 2012.

The impact in dollars for an average residential flat water and sanitary sewer bill is noted in the table below:

Description	Current	Proposed	% change
Water Rate	\$31.16	\$36.16	16.0
Water Filtration Capital Surcharge	3.12	2.89	(7.4)
Sanitary Sewer Surcharge	33.03	31.10	( 5.9)
<b>Total Water &amp; Sanitary Sewer Rate</b>	<b>\$67.31</b>	<b>\$70.15</b>	<b>4.2%</b>

#### Flat Rate Billing:

The majority of the approximately 14,025 residential water users (including duplexes) are billed using a flat rate structure, which has a fixed component and a variable component based on the number of water fixtures. Approximately 10,100 residential 'flat rate users' are billed every four months, in the month following the period. About 3,930 residential 'flat rate users' have chosen a pre-authorized monthly payment option.

A typical monthly residential flat rate water and sanitary sewer bill would increase by \$2.84 (from \$67.31 to \$70.15) per month or \$841.80 annually, calculated as follows:

Description	Current	Proposed
Basic charge, each dwelling unit	\$13.32	\$15.45
Three piece bathroom		
- toilet	3.48	4.04
- washbasin	1.56	1.81
- bath/shower	3.48	4.04
Two piece bathroom		
- toilet	1.56	1.81
- washbasin	.80	.93
Laundry outlet	3.48	4.04
Hose outlet	3.48	4.04
<b>Total Water Charge</b>	<b>31.16</b>	<b>36.16</b>
<b>Water Filtration Capital Surcharge</b> (10% of Total Water Charge in 2011; 8% in 2012)	<b>3.12</b>	<b>2.89</b>
<b>Sanitary Sewer Surcharge</b> (at 106% in 2011; 86% in 2012 of Total Water Charge excluding Capital Surcharge)	<b>33.03</b>	<b>31.10</b>
<b>Total Monthly Water and Sanitary Sewer Bill</b>	<b>67.31</b>	<b>70.15</b>

Metered Billing:

There are approximately 1,424 metered commercial, industrial and multi-residential accounts that are billed monthly based on consumption. The water billings are completed by the 10<sup>th</sup> of each month for the previous month's consumption. Pre-authorized metered monthly payments are processed about the 27<sup>th</sup> of each month for the previous month's consumption.

Metered consumption charges would be based on the following rates:

Description	Current	Proposed
Basic charge, each dwelling unit / account	\$4.42	\$ 5.13
Minimum bill up to 6,000 gallons	25.57	29.66
For the first 50,000 gallons (per 1,000 gallons)	4.03	4.67
For the second 50,000 gallons (per 1,000 gallons)	3.71	4.30
On the balance	3.09	3.58
Water Filtration charge Percentage of Lines 1 & 2	10.0%	8.0%
Minimum monthly rate (including Water Filtration Capital Surcharge)	64.78	\$ 75.14

The 2010 BMA Municipal Study includes a comparison of annual water and sanitary sewer costs for 81 municipalities representing in excess of 80% of the Ontario population. The results are noted below and indicate that the City of North Bay is below the average annual costs of the 81 municipalities.

BMA MUNICIPAL STUDY 2010	Assumed Consumption	North Bay Ratepayer's Cost	Summary of the 81 Municipalities In the Survey		
			Average Annual Cost	Lowest Annual Cost	Highest Annual Cost
Residential	250 m3	\$760	\$773	\$325	\$1,209
Commercial	10,000 m3	\$15,280	\$23,420	\$11,836	\$42,700
Industrial	100,000 m3	\$134,381	\$222,437	\$65,787	\$427,000

Ontario Regulation 244/02 made under the *Municipal Act, 2001*, sets out conditions that apply to municipalities imposing fees or charges for the use of a waste management system, for the use of a sewage system or the consumption of water as follows:

**Conditions:**

- Amount of fees or charges shall not exceed the cost of providing the system.
- The City must hold at least one public meeting and allow any person attending to make a presentation. This meeting is being scheduled for **Monday, November 21<sup>st</sup>, at 7:00 p.m.**
- The City must give a minimum of 21 days notice of the public meeting. Notice will be published in the Nugget on October 22<sup>nd</sup>, and October 29<sup>th</sup> of a public meeting to be held on November 21<sup>st</sup>, at 7:00 p.m.
- The City must give written notice to anyone requesting such notice within the last five years.
- Prior to adoption of a by-law, the City must make available information regarding description of the service, the cost of the service, the amount of the fees or charges and the rationale for imposing the charge.

City Council has adopted a policy of recovering all water and sanitary sewer (wastewater) operating, capital and financing costs from user rates. Our budget disclosure in recent years and the current Water Rates By-Law 2011-10 satisfies the new requirements contained in the *Sustainable Water and Sewage Act, 2002 and the Municipal Act, 2001*.

**OPTIONS / ANALYSIS:**

**Option 1 – No Rate Increase:**

- 1) Assumes budget being recommended to the Engineering and Works Committee
- 2) Without rate increase, projected deficit for 2012 would be \$1,041,154
- 3) Projected deficit of \$1,041,154 would be funded from the Water and Sanitary Sewer Reserve Fund reducing the estimated year-end balance to \$444,361
- 4) Would not comply with the current full cost recovery policy
- 5) Would not comply with the requirements contained in the *Sustainable Water and Sewage Systems Act, 2002* or the *Municipal Act, 2001*

**This option is not recommended.**

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**Option 2 – 4.2% Net Water and Sanitary Sewer Rate Increase Effective January 1, 2012:**

- 1) Assumes budget being recommended to the Engineering and Works Committee
- 2) Assumes a 16% Water Rate increase effective January 1, 2012
- 3) Assumes a reduction from 10% to 8% to the Water Filtration Capital Surcharge
- 4) Assumes a reduction from 106% to 86% to the Sanitary Sewer Surcharge
- 5) A 4.2% Water and Sanitary Sewer rate increase would allow for a breakeven budget for 2012
- 6) Would not require a Special Urban Area Tax Levy
- 7) Would comply with the current full cost recovery policy
- 8) Would comply with the requirements contained in the *Sustainable Water and Sewage Systems Act, 2002* and the *Municipal Act, 2001* and *Ontario Regulation 453/07*

Option #2 would leave the reserve fund balance at a level equal to 7.5% of the operating budget expenditures. This provides some protection from unexpected costs arising from water main and sanitary sewer breaks and frozen pipes.

**This option is recommended.**

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**RECOMMENDED OPTIONS / FINANCIAL IMPACTS:**

1. That, in accordance with the direction contained in the Sustainable Water and Sewage Systems Act, 2002, the current policy of recovering all water and sanitary system operating, capital and financing costs from user rates be maintained.
  - The Sustainable Water and Sewage Systems Act, 2002 requires that this policy be in effect for all municipal water and sanitary sewer systems in Ontario.
2. That the Water and Sanitary Sewer rate be 4.2% effective January 1<sup>st</sup>, 2012.
  - Typically the water and sanitary sewer rate increase approximates the annual budget increase. In 2012 the budget increase is 5.86%; however, an increase in rates of only 4.2% is required to generate sufficient revenue. This is as a result of the delay in implementing the 2011 rates. In 2011 the annual budget increase was 5.3%, but the rates were increased by 6% with an effective date of March 1<sup>st</sup>. If 2011 rates were implemented on January 1<sup>st</sup>, the 2012 rate increased by approximately 5.86%.
3. That the 2012 Water Rates By-Law be presented increasing all water rates by 16% effective January 1, 2012.
  - The 16% increase to the water rates is required to comply with O.Reg. 453/07. A redistribution of revenues, for the municipal water and waste water system, is necessary to ensure the revenues are sufficient to offset the costs of the individual systems.
  - To ensure that all costs are recovered from user rates a reasonable Water and Sanitary Sewer Reserve Fund is maintained. The projected reserve fund balance at December 31, 2011 would be approximately \$1,485,515, which is about 7.5% of the Water and Sanitary Sewer Operating Budget.
4. That the Water Filtration Capital Surcharge be reduced from 10% to 8% of the water charges, effective January 1, 2012.
  - This will generate \$809,000.00 which will fund the annual principal and interest charges on the \$10,000,000 debenture debt issued for the Water Filtration Plant.



**CITY OF NORTH BAY  
WATER AND SANITARY SEWER RESERVE FUND  
SUMMARY FOR THE YEARS 2006 TO 2011**

As of  
30-Sep

RESERVE FUND CHANGES	2011	2010	2009	2008	2007	2006
Opening Balance	\$1,267,081	\$842,342	\$453,224	\$680,636	\$1,122,638	\$168,050
Interest Earned (Note 1)	\$17,035	\$11,421	\$5,565	\$25,013	\$55,488	\$7,758
Transfer From Operating - Surplus						
Transfer To Operating (deficit) (Note 2)	(\$195,248)	(\$102,015)	(\$370,551)	(\$161,023)	(\$710,119)	(\$125,097)
Transfer From Completed Capital (Note 3)	\$396,647	\$515,333	\$754,104	\$58,598	\$212,629	\$1,071,927
Transfer to Capital (Note 4)				(\$150,000)		
<b>Closing Balance</b>	<b>\$1,485,515</b>	<b>\$1,267,081</b>	<b>\$842,342</b>	<b>\$453,224</b>	<b>\$680,636</b>	<b>\$1,122,638</b>

**Notes:**

**Note 1** - Internal interest is applied monthly

**Note 2** - As required, City Council will transfer funds to offset Operating deficits

**Note 3** - Water and Sanitary Sewer Capital Works projects completed with surplus balances are transferred to this Reserve for future use

**Note 4** - City Council will authorized transfers from this reserve to fund capital projects as required

**CITY OF NORTH BAY  
WATER AND SANITARY SEWER OPERATIONS  
2012 RECOMMENDED OPERATING BUDGET**

Budget 2011	Projected Actuals 2011	Recommended Budget 2012	Change	
			\$'s	%

**WATER SYSTEM**

Water Bills - Water Rates	\$8,718,100	\$8,627,240	\$10,115,519	\$1,397,419	16.03%
Water Plant Construction Levy	\$761,550	\$761,550	\$749,245	(\$12,305)	-1.62%
Water User Fees not on Water Bills	\$119,000	\$250,018	\$122,170	\$3,170	2.66%
<b>Total Water Revenues</b>	<b>\$9,598,650</b>	<b>\$9,638,808</b>	<b>\$10,986,935</b>	<b>\$1,388,285</b>	<b>14.46%</b>
Water Treatment Plant	\$1,602,400	\$1,612,248	\$1,869,950	\$267,550	16.70%
Water Distribution - Repairs and Maintenance	\$4,082,200	\$4,922,225	\$3,647,410	(\$434,790)	-10.65%
Water Administration	\$638,300	\$623,254	\$655,300	\$17,000	2.66%
Contingency	\$0	\$0	\$50,000	\$50,000	n/a
<b>Total Water Operations</b>	<b>\$6,322,900</b>	<b>\$7,157,727</b>	<b>\$6,222,660</b>	<b>(\$100,240)</b>	<b>-1.59%</b>
Water Debenture Debt Principal Repayments	\$400,000	\$408,700	\$635,673	\$235,673	58.92%
Water Debt Interest Payments	\$139,700	\$142,671	\$191,694	\$51,994	37.22%
Water Plant Construction Repayment	\$761,550	\$761,550	\$749,245	(\$12,305)	-1.62%
Water PAYGO	\$3,979,300	\$3,979,300	\$3,187,663	(\$791,637)	-19.89%
<b>Total Water Finance and Construction Costs</b>	<b>\$5,280,550</b>	<b>\$5,292,221</b>	<b>\$4,764,275</b>	<b>(\$516,275)</b>	<b>-9.78%</b>
<b>Total Water Expenses</b>	<b>\$11,603,450</b>	<b>\$12,449,948</b>	<b>\$10,986,935</b>	<b>(\$616,515)</b>	<b>-5.31%</b>
<b>Surplus / (Deficit)</b>	<b>(\$2,004,800)</b>	<b>(\$2,811,140)</b>	<b>\$0</b>	<b>\$2,004,800</b>	

**CITY OF NORTH BAY  
WATER AND SANITARY SEWER OPERATIONS  
2012 RECOMMENDED OPERATING BUDGET**

Budget 2011	Projected Actuals 2011	Recommended Budget 2012	Change	
			\$'s	%

**SANITARY SEWER / WASTEWATER SYSTEM**

Water Bills - Sanitary Sewer Surcharge	\$9,034,100	\$8,963,249	\$8,677,834	(\$356,266)	-3.94%
Wastewater User Fees not on Water Bills	\$136,200	\$114,362	\$123,500	(\$12,700)	-9.32%
<b>Total Sanitary Sewer / Wastewater Revenues</b>	<b>\$9,170,300</b>	<b>\$9,077,611</b>	<b>\$8,801,334</b>	<b>(\$368,966)</b>	<b>-4.02%</b>
Wastewater Plant	\$1,760,800	\$1,750,952	\$1,673,240	(\$87,560)	-4.97%
Wastewater Distribution - Repairs and Maintenance	\$1,092,300	\$898,367	\$1,634,800	\$542,500	49.67%
Wastewater Administration	\$653,400	\$653,400	\$671,800	\$18,400	2.82%
Contingency	\$0	\$0	\$40,000	\$40,000	n/a
<b>Total Sanitary Sewer / Wastewater Operations</b>	<b>\$3,506,500</b>	<b>\$3,302,719</b>	<b>\$4,019,840</b>	<b>\$513,340</b>	<b>14.64%</b>
<b>Sanitary Sewer / Wastewater PAYGO</b>	<b>\$3,659,000</b>	<b>\$3,659,000</b>	<b>\$4,781,494</b>	<b>\$1,122,494</b>	<b>30.68%</b>
<b>Total Sanitary Sewer / Wastewater Expenses</b>	<b>\$7,165,500</b>	<b>\$6,961,719</b>	<b>\$8,801,334</b>	<b>\$1,635,834</b>	<b>22.83%</b>
<b>Surplus / (Deficit)</b>	<b>\$2,004,800</b>	<b>\$2,115,892</b>	<b>\$0</b>	<b>(\$2,004,800)</b>	

**TOTAL WATER AND SANITARY SEWER / WASTEWATER SYSTEMS**

Total Expenses	\$18,768,950	\$19,411,667	\$19,788,269	\$1,019,319	5.43%
Total User Fee Revenues	\$1,016,750	\$1,125,930	\$994,915	\$21,835	-2.15%
<b>Total Revenue Required through Water Billings</b>	<b>\$17,752,200</b>	<b>\$18,285,737</b>	<b>\$18,793,353</b>	<b>\$1,041,153</b>	<b>5.86%</b>
<b>Total City Surplus / (Deficit)</b>		<b>(\$695,248)</b>			

## ITEMS REFERRED BY COUNCIL FOR A REPORT

<u>DATE</u>	<u>ITEM</u>
March 29, 2005	Backflow Prevention Program survey of all industrial, commercial and institutional buildings <b>(due September 2005)</b> .
April 28, 2008	Ways to assist the hospitals with making further appeals to the Province for financial assistance with the infrastructure cost increases.
September 21, 2009	Review, update and consolidation of Noise By-Law <b>(due June 30, 2010)</b> .
March 8, 2010	Comprehensive Long-Term Financial Plan <b>(due April 30, 2010)</b> .
May 3, 2010	Track the net financial benefits created through increased assessment as a result of the Airport Industrial Community Improvement Plan sites being developed.
June 28, 2010	On completion of Tender 2010-74 (Lakeshore Drive Outdoor Sports Complex Phase V - Completion of fields and associated appurtenances), a summary of the total cost of the project and funding sources.
December 30, 2010	Quarterly report on progress of WSIB appeal, error corrections and cost projections for 2011.
January 24, 2011	Comprehensive review of City owned Lake Nipissing accesses.
July 4, 2011	Comprehensive Status Report relating to BCIP <b>(due July 2014)</b> .
August 2, 2011	Review of smoking at City facilities and commercial establishment patios.
August 15, 2011	Effectiveness of the Residential Rental Housing By-Law <b>(due May 2013)</b> .