



Committee Agenda

**Committee Meeting of Council
February 14, 2011
at 7:00 p.m.**

ENGINEERING & WORKS COMMITTEE

Monday, February 14, 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).

GENERAL GOVERNMENT COMMITTEE

Monday, February 14, 2011

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

- GG-2011-03 Report from L.M. Scully dated December 9, 2010 re Open Air Burning By-Law and User Fees (C00/2011/BYLAW/OPENAIR).
- GG-2011-04 Motion from Councillor Anthony dated January 10, 2011 re Council remuneration (F16/2011/CNB/COUNCIL).
- ▶ **GG-2011-06 Report from M. Karpenko / R. Mimee dated January 19, 2011 re 2011 Operating Budget (F05/2011/OPEBU/GENERAL).**
- GG-2011-07 Letter from the North Bay General Hospital dated December 31, 2010 and report from M.B. Burke dated January 18, 2011 re New Hospital Smoking By-Law request (C00/2011/BYLAW/SMOKING).
- ▶ **GG-2011-08 Report from L. Rochefort / M. Karpenko dated February 1, 2011 re 2011 Assessment Analysis & Tax Policy Review (F22/2011/TAXR/GENERAL).**

GG-2011-06

No draft recommendation.

CITY OF NORTH BAY

Report to Council

Report No: CORP 2011-13

Date: January 19, 2011

Originator: Margaret Karpenko / Ron Mimee

Subject: 2011 Committee Recommended Operating Budget

RECOMMENDATIONS:

That the 2011 Committee Recommended Operating Budget be received and referred to the General Government Committee; AND

That the 2011 Net Operating Budget for the City of North Bay in the amount of \$71,494,491 as recommended by the Standing Committees of Council (subject to any further changes approved by Council) BE ADOPTED; AND

That Council APPROVE the required transfers to and from the various funds in accordance with the 2011 Adopted Budget; AND

That the Chief Financial Officer / City Treasurer BE AUTHORIZED to process the budget transfers during the fiscal year, which do not change the overall approved Net City Budget amount.

BACKGROUND:

During October 2010, the Business Unit Managing Directors and their management teams met with the Chief Administrative Officer, the Chief Financial Officer and the Manager of Accounting and Budgets to review their 2011 Preliminary Operating Budget submissions. This Administrative review process resulted in a line-by-line review of expenditures for 2011. Comparisons and questions were also made with the prior two years actual results to substantiate the 2011 expenditure request. Several adjustments resulted from this exercise. As well, there was an Administrative Review of Budget enhancements. Enhancements result in changes in service or program levels. Each enhancement has been provided to City Council with an Administrative recommendation to accept or, not accept the proposed enhancements and reductions in levels of programs and services.

The revised 2011 Preliminary Operating Budgets and Enhancement proposals were then reviewed with the Standing Committees of Council in December 2010. At the Standing Committees of Council, departmental staff as well as Senior Administration were present to clarify and/or answer any questions of committee members. As a result of these

meetings further adjustments were made. Attached is a summary of the Proposed 2011 Operating Budget as recommended by the Standing Committees of Council.

2010 Projected Year End Results

As the budget process represents management's best estimates, it is good practice to review prior year's performance. Therefore, as part of the 2011 budget process year end projections have been completed. At the time of the Standing Committee Review in December 2010 it was communicated that there was an anticipated **surplus of \$356,800**. With year end processes underway new projections have been completed. New projections indicate a **surplus of \$492,300**. This 2010 financial projection is based on actual results to the end of December 2010. Final year end position will be known upon completion of the 2010 year end audit. This year end surplus will be used to offset the 2010 NEER surcharge as approved by Council Resolution No. 2010-717 which was passed by Council on December 30, 2010.

Budget Development Guidelines

The 2011 Committee Recommended Operating Budget was prepared with the following guidelines:

- **Service Levels**: The preliminary budget was prepared with the guideline that all current levels of services and programs would remain at the 2010 levels.
- **Expenditures**: Represent management's best estimates to continue to provide the same programs and levels of service as approved in the 2010 Operating Budget. Management estimates would include:
 - Annualized approved Council initiatives, or of partial items within the 2010 Operating Budget
 - Inclusion of contractual agreements
 - Known revenue reductions
 - Legislated changes that come into effect
- **Staff complement**: Changes to staff complement were presented through Enhancements. Therefore, the base Recommended Operating Budget represents staffing levels as approved in 2010 Operating Budget and includes any approved amendments made during 2010.
- **User fees**: User fees have been calculated in accordance with a study or prior approvals of Council. Any new user fee is proposed as an enhancement.
- **Fringe benefits**: All staff benefit costs have been calculated by the Finance department and are reflected within the department that the individual works.
- **Utility Costs**: Finance obtained cost projects from North Bay Hydro and other utility experts. The projections take into consideration the prior year's actual results before adding on any increases. Calculations, therefore, take into consideration the benefit of energy efficiencies gained through capital investments or enhanced education programs to improve conservation.
- **Revenue estimates**: These estimates are based on current trends, current rates and current approved rate increases.

- An estimated 3% increase has been included for those Local Agencies, Boards and Commissions where 2011 operating budgets have as yet been received.

Public Consultation

Public presentations regarding the 2011 Operating Budget is scheduled for February 14th at 7pm in Council Chambers. A copy of the Recommended Operating Budget is available for viewing in the Clerks department.

Impacts of Recommended Budget

The information below reflects the average increase for all assessment classes. The actual increase for each class will depend on the tax policies and tax ratios that are adopted by Council, as well as the phasing over 4 years of the 2009 increases of the reassessment by MPAC. Subsequent to the approval of the 2011 Budget, Council will be deliberating on the 2011 Tax Policies. Detailed information and analysis will be provided to Council when tax policies and the basis of apportioning the total net levy across the various assessment classes are discussed. This process is currently scheduled for February 14, 2011.

Also note that the impact of the Education levy is not yet factored into the information below.

Analysis of Net Property Tax Changes		
Impacts of Recommended Budget	Municipal	% Impact on Existing Tax Payers
2010 Municipal Levy	\$68,457,602	
2011 Recommended Net Change from City Departments	\$2,248,784	6.07%
2011 Recommended Net Change from ABC's	\$788,105	2.51%
Total 2011 Recommended Municipal Levy	\$71,494,491	4.44%
2011 Impact of Assessment Growth	(\$1,020,000)	(1.49%)
2011 Net Impact on Tax Payers	\$70,474,491	2.95%

The gross budget reflected in the operating budget totals \$106,745,771. Non-taxation revenues fund a total of \$35,251,280 of the gross budget, with the remaining \$71,494,491 being funded from taxation.

Summary of Financial Impacts on the 2011 Operating Budget

Attached is a Summary of the recommended budget. As mentioned earlier a more detailed listing for each department and changes from prior year's budget can be reviewed in the Clerks department. Below is a summary of major budget drivers.

Category	Dollars	Percentage Impact
Business Unit Increases:		
Negotiated Wage Increases	\$816,600	
Employee Benefits	509,100	
Street Lighting Rates	131,100	
User Fee Revenues	(202,100)	
New Transit Service Agreements	(188,200)	
Provincial Offenses Act Agreement	(140,000)	
Total	\$752,383	2.26%
General Government Activities:		
PAYGO per Long Term Capital Funding Policy	\$1,091,000	
Reduced Tax Rate Stabilization reserve dependency	300,000	
Education Taxes	200,000	
North Bay Hydro dividends	(300,000)	
Total	\$1,205,201	10.63%
Local Agencies, Boards and Commissions:		
DNSSAB	(\$2,509,722)	
Social Program Costs – OPMF	2,451,400	
Police Services	608,728	
Other ABC's	237,700	
Total	\$788,106	2.51%

RECOMMENDED OPTIONS:

That the 2011 Committee Recommended Operating Budget be received and referred to the General Government Committee.

The results of these Standing Committee Meetings will be reviewed with Council at the budget meeting scheduled for Tuesday, February 1st, 2011, at 7:00 p.m. in the City Council Chambers. A staff presentation will provide an overview of the 2011 **Committee Recommended** Operating Budget and will identify the major impacts, both positive and negative.

Attached is a copy of the **2011 Operating Budget Review Schedule** as approved by the Chair of the General Government Committee.

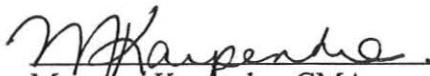
The final budget recommendations are scheduled to be considered at the regular General Government Committee Meeting on Wednesday, March 2nd, 2011 and adopted at the regular Council Meeting on Monday, March 7th, 2011.

Respectfully submitted,



Ron Mimeo
Manager of Accounting and Budgets

We concur in this report and recommendation



Margaret Karpenko, CMA
Chief Financial Officer/Treasurer



David Linkie
Chief Administrative Officer

Personnel designated for continuance: Chief Financial Officer and Manager of
Accounting and Budgets

- Attach. - 2011 Operating Budget Review Schedule
- Summary of the 2011 Committee Recommended Operating Budget

2011 BUDGET SCHEDULE

2011

Below is the proposed budget schedule for the following items:

- 2011 Water Rates
- 2011 Long Term Capital Funding Policy and Capital Budget
- 2011 Operating Budget
- Tax Policies
- User Fees

January							February							March						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
						1			1	2	3	4	5			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28						27	28	29	30	31		
30	31																			

ACTIVITY	DATE	TIME	LOCATION
WATER RATES			
City Council Receives 2011 Water Rates and Budget	JAN 10	7 PM	COUNCIL CHAMBER
2011 Water Rates Public Meeting (After 21 day notice)	JAN 31	7 PM	COUNCIL CHAMBER
Review and adoption of water rates By-law	FEB 7	7 PM	COUNCIL CHAMBER
CAPITAL BUDGET			
City Council Receives 2011 Capital Budget	JAN 10	7 PM	COUNCIL CHAMBER
Capital Budget and Long term Capital Policy discussed at Committee	JAN 17	7 PM	COUNCIL CHAMBER
Capital Budget Recommendations Approved	FEB 7	7 PM	COUNCIL CHAMBER
OPERATING BUDGET			
City Council Receives 2011 Operating Budget as Recommended by Standing Committee's	JAN 24	7 PM	COUNCIL CHAMBER
Special Committee meeting of Council Regarding - Operating Budget staff Presentation	FEB 1	7 PM	COUNCIL CHAMBER
City Council Receives Assessment Analysis and Tax Policy Review City Council Receives User Fees	FEB 7	7 PM	COUNCIL CHAMBER
Public Presentations regarding Operating Budget Committee Meeting on Tax Policies	FEB 14	7 PM	COUNCIL CHAMBER
Special Committee Meeting - Agencies, Boards and Commissions Presentations - Second day optional if required	FEB 23 & 24	7 PM	COUNCIL CHAMBER
General Committee Wrap-up meeting & Proposed Tax Rates Recommend adopting Operating Budget	MARCH 2	7 PM	COUNCIL CHAMBER
City Council Review and adoption of General Government Committee Recommendation & Passage of Resolutions / By-laws	MARCH 7	7 PM	COUNCIL CHAMBER

CITY OF NORTH BAY
2011 COMMITTEE RECOMMENDED OPERATING BUDGET
SUMMARY

	2011 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjustments	Revenue Adjustments	Total Proposed Changes	2011 Committee Recommended	2010 Approved Budget	'11 vs '10 budget	
									\$ Incr.	% Incr.
Corporate Services	\$4,989,900	\$6,000	\$0	\$0	(\$6,000)	\$0	\$4,989,900	\$4,904,050	\$85,850	1.75%
Engineering, Environmental Services & Works	\$9,241,400	\$0	(\$10,000)	\$0	(\$90,000)	(\$100,000)	\$9,141,400	\$9,000,367	\$141,033	1.57%
Community Services	\$8,662,700	\$99,800	(\$86,900)	\$0	(\$19,700)	(\$6,800)	\$8,655,900	\$8,497,100	\$158,800	1.87%
Fire Department	\$11,185,700	\$0	\$0	\$0	\$0	\$0	\$11,185,700	\$10,819,000	\$366,700	3.39%
General Government Activities	\$12,842,000	\$0	\$0	\$0	(\$300,000)	(\$300,000)	\$12,542,000	\$11,336,799	\$1,205,201	10.63%
Total City	\$46,921,700	\$105,800	(\$96,900)	\$0	(\$415,700)	(\$406,800)	\$46,514,900	\$44,557,316	\$1,957,584	4.39%
Ontario Municipal Partnership Fund	(\$7,241,400)	\$0	\$0	\$0	\$0	\$0	(\$7,241,400)	(\$7,532,600)	\$291,200	3.87%
Net Total City	\$39,680,300	\$105,800	(\$96,900)	\$0	(\$415,700)	(\$406,800)	\$39,273,500	\$37,024,716	\$2,248,784	6.07%

Local Agencies, Boards and Commissions	\$33,458,571	\$0	\$89,720	\$0	\$0	\$89,720	\$33,548,291	\$35,211,586	(\$1,663,295)	-4.72%
Ontario Municipal Partnership Fund - Social Programs Grant	(\$1,327,300)	\$0	\$0	\$0	\$0	\$0	(\$1,327,300)	(\$3,778,700)	\$2,451,400	-64.87%
Net Local Agencies, Boards and Commissions	\$32,131,271	\$0	\$89,720	\$0	\$0	\$89,720	\$32,220,991	\$31,432,886	\$788,105	2.51%

Required Tax Levy	\$71,811,571	\$105,800	(\$7,180)	\$0	(\$415,700)	(\$317,080)	\$71,494,491	\$68,457,602	\$3,036,889	4.44%
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2010 Assessment Base Real Growth
(Excluding Effects of Market Value Re-Assessment)

Required Tax Levy Increase	\$70,474,491	\$68,457,602	\$2,016,889	2.95%
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	TOTAL OMPF		
	2010	2011	Difference
City	(\$7,241,400)	(\$7,532,600)	\$291,200
ABC's	(\$1,327,300)	(\$3,778,700)	\$2,451,400
Total	(\$8,568,700)	(\$11,311,300)	\$2,742,600

SUMMARY
2011 COMMITTEE RECOMMENDED OPERATING BUDGET
GENERAL GOVERNMENT COMMITTEE

Committee Adjustments

<i>Corporate Services Business Unit:</i>	2011 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjustments	Revenue Adjustments	Total Proposed Changes	2011 Committee Recommended	2010 Approved Budget	'11 vs '10 budget	
									\$ Incr.	% Incr.
Council Secretariat	\$673,800	\$0	\$0	\$0	\$0	\$0	\$673,800	\$752,600	(\$78,800)	-10.47%
Financial Services	\$1,517,400	\$0	\$0	\$0	\$0	\$0	\$1,517,400	\$1,503,900	\$13,500	0.90%
Physical Demands Analysis - Fund from Wellness Reserve		\$6,000	\$0		(\$6,000)					
Human Resources	\$1,109,700	\$6,000	\$0	\$0	(\$6,000)	\$0	\$1,109,700	\$1,054,900	\$54,800	5.19%
Legal Department	\$466,600	\$0	\$0	\$0	\$0	\$0	\$466,600	\$461,650	\$4,950	1.07%
Information Systems	\$1,216,100	\$0	\$0	\$0	\$0	\$0	\$1,216,100	\$1,177,900	\$38,200	3.24%
POA / Other Activities	(\$303,400)	\$0	\$0	\$0	\$0	\$0	(\$303,400)	(\$347,600)	\$44,200	-12.72%
Humane Society	\$309,700	\$0	\$0	\$0	\$0	\$0	\$309,700	\$300,700	\$9,000	2.99%
Total Corporate Services Business Unit:	\$4,989,900	\$6,000	\$0	\$0	(\$6,000)	\$0	\$4,989,900	\$4,904,050	\$85,850	1.73%

2011 Preliminary Budget Adjustments \$0
2011 Proposed Changes / Enhancements \$0
Total Corporate Services Changes \$0

SUMMARY
2011 COMMITTEE RECOMMENDED OPERATING BUDGET
GENERAL GOVERNMENT COMMITTEE

<i>General Government Activities:</i>	2011 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjustments	Revenue Adjustments	Total Proposed Changes	2011 Committee Recommended	2010 Approved Budget	'11 vs '10 budget	
									\$ Incr.	% Incr.
Mayor & Council	\$350,600	\$0	\$0	\$0	\$0	\$0	\$350,600	\$339,200	\$11,400	3.36%
CAO'S Office	\$387,300	\$0	\$0	\$0	\$0	\$0	\$387,300	\$372,300	\$15,000	4.03%
Financial Expenses	\$14,335,300	\$0	\$0	\$0	(\$300,000)	(\$300,000)	\$14,035,300	\$13,203,099	\$832,201	6.30%
General Revenues	(\$2,231,200)	\$0	\$0	\$0	\$0	\$0	(\$2,231,200)	(\$2,577,800)	\$346,600	-13.45%
Total General Government Activities	\$12,842,000	\$0	\$0	\$0	(\$300,000)	(\$300,000)	\$12,542,000	\$11,336,799	\$1,205,201	10.63%

2011 Preliminary Budget Adjustments \$0
 2011 Proposed Changes / Enhancements (\$300,000)
 Total General Government Activity Changes (\$300,000)

<i>General Government Committee Summary:</i>										
Corporate Services	\$4,989,900	\$6,000	\$0	\$0	(\$6,000)	\$0	\$4,989,900	\$4,904,050	\$85,850	1.75%
General Government Activities	\$12,842,000	\$0	\$0	\$0	(\$300,000)	(\$300,000)	\$12,542,000	\$11,336,799	\$1,205,201	10.63%
Total General Government Committee	\$17,831,900	\$6,000	\$0	\$0	(\$306,000)	(\$300,000)	\$17,531,900	\$16,240,849	\$1,291,051	7.95%

2011 Preliminary Budget Adjustments \$0
 2011 Proposed Changes / Enhancements (\$300,000)
 Total General Government Committee Changes (\$300,000)

Committee Adjustments

SUMMARY
2011 COMMITTEE RECOMMENDED OPERATING BUDGET
ENGINEERING and WORKS COMMITTEE

	2011 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjustments	Revenue Adjustments	Total Proposed Changes	2011 Committee Recommended	2010 Approved Budget	'11 vs '10 budget	
									\$ Incr.	% Incr.
General Administration	\$992,300	\$0	\$0	\$0	\$0	\$0	\$992,300	\$959,900	\$32,400	3.38%
Total Roads Department	\$6,725,900	\$0	\$0	\$0	\$0	\$0	\$6,725,900	\$6,517,017	\$208,883	3.21%
Storm Sewer / Hydrants	\$543,600	\$0	\$0	\$0	\$0	\$0	\$543,600	\$554,800	(\$11,200)	-2.02%
Fleet	(\$308,900)	\$0	\$0	\$0	\$0	\$0	(\$308,900)	(\$312,700)	\$3,800	1.22%
Engineering Services Administration	\$605,400	\$0	\$0	\$0	\$0	\$0	\$605,400	\$580,700	\$24,700	4.25%
Environmental Services Administration	\$382,000	\$0	\$0	\$0	\$0	\$0	\$382,000	\$377,400	\$4,600	1.22%
Solid Waste Collection	\$928,600	\$0	\$0	\$0	\$0	\$0	\$928,600	\$843,000	\$85,600	10.15%
2011 Budget Changes:										
Merrick Landfill - Bruman Contract ... page #101			(\$10,000)							
Increase Tipping Fees \$4 per tonne					(\$90,000)					
Merrick Landfill	(\$1,140,900)	\$0	(\$10,000)	\$0	(\$90,000)	(\$100,000)	(\$1,240,900)	(\$1,085,200)	(\$155,700)	-14.35%
Marsh Landfill	\$40,300	\$0	\$0	\$0	\$0	\$0	\$40,300	\$39,000	\$1,300	3.33%
Hazardous Waste Program	\$63,900	\$0	\$0	\$0	\$0	\$0	\$63,900	\$47,600	\$16,300	34.24%
Waste Reduction Programs	\$61,500	\$0	\$0	\$0	\$0	\$0	\$61,500	\$62,800	(\$1,300)	-2.07%
Recycling Program	\$347,700	\$0	\$0	\$0	\$0	\$0	\$347,700	\$416,050	(\$68,350)	-16.43%
Total Engineering & Works Committee	\$9,241,400	\$0	(\$10,000)	\$0	(\$90,000)	(\$100,000)	\$9,141,400	\$9,000,367	\$141,033	1.57%

2011 Preliminary Budget Adjustments (\$10,000)
 2011 Proposed Changes / Enhancements (\$90,000)
Total Engineering, Environmental Services and Works Changes (\$100,000)

**SUMMARY
2011 COMMITTEE RECOMMENDED OPERATING BUDGET
COMMUNITY SERVICES COMMITTEE**

Community Services Business Unit:	2011 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjustments	Revenue Adjustments	Total Proposed Changes	2011 Committee Recommended	2010 Approved Budget	'11 vs '10 budget	
									\$ Incr.	% Incr.
Office of Managing Director	\$199,200	\$0	\$0	\$0	\$0	\$0	\$199,200	\$219,900	(\$20,700)	-9.41%
Planning Department	\$461,300	\$0	\$0	\$0	\$0	\$0	\$461,300	\$452,600	\$8,700	1.92%
Building Department	\$88,400	\$0	\$0	\$0	\$0	\$0	\$88,400	\$86,300	\$2,100	2.43%
Decrease revenue from dedicated gas tax Page #138 Decrease cash fare revenues ... Page #138 Increase student monthly pass revenue ... Page #138 Increase student term pass revenue ... Page #138 Increase service agreement revenues ... Page #138 Decrease training & safety budget ... Page #140 Increase transit terminal maintenance costs ... Page #143 Reduce transit fuel costs Page #148 Reduce North Highway route Transit service to North Bay Regional Health Centre Transit Department	\$2,346,100	(\$2,000)	\$2,000 (\$12,100) (\$116,600) \$39,800	\$0	\$50,000 \$15,000 (\$20,000) (\$10,000) (\$18,000)	(\$71,900)	\$2,274,200	\$2,325,800	(\$51,600)	-2.22%
Regular wages and benefits at P.Palangio ... Page #198 Reduce manager's wages at Marina Page #204 Increase transfer to Marina reserve Sports Complex maintenance support Charge for parking at City hall Memorial Gardens parking lot charges Community Waterfront Park maintenance Recreation & Leisure Services	\$4,944,900	(\$12,500) (\$10,700)	\$85,000	\$0	(\$10,700) (\$24,000) (\$2,000)	\$65,100	\$5,010,000	\$4,805,800	\$204,200	4.25%
Economic Development	\$606,300	\$0	\$0	\$0	\$0	\$0	\$606,300	\$590,200	\$16,100	2.73%
Golden Age Club	\$16,500	\$0	\$0	\$0	\$0	\$0	\$16,500	\$16,500	\$0	n/a
Total Community Services Business Unit	\$8,662,700	\$99,800	(\$86,900)	\$0	(\$19,700)	(\$6,800)	\$8,655,900	\$8,497,100	\$158,800	1.87%

2011 Preliminary Budget Adjustments (\$29,000)
 2011 Proposed Changes / Enhancements \$22,200
Total Community Services Business Unit Changes (\$6,800)

SUMMARY
2011 COMMITTEE RECOMMENDED OPERATING BUDGET
COMMUNITY SERVICES COMMITTEE

Fire Department:

	2011 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjustments	Revenue Adjustments	Total Proposed Changes	2011 Committee Recommended	2010 Approved Budget	'11 vs '10 budget	
									\$ Incr.	% Incr.
Administration	\$10,597,000	\$0	\$0	\$0	\$0	\$0	\$10,597,000	\$10,237,800	\$359,200	3.51%
Maintenance of Fire Stations	\$152,400	\$0	\$0	\$0	\$0	\$0	\$152,400	\$151,100	\$1,300	0.86%
Fire Prevention	\$26,000	\$0	\$0	\$0	\$0	\$0	\$26,000	\$22,000	\$4,000	18.18%
Training Division	\$43,000	\$0	\$0	\$0	\$0	\$0	\$43,000	\$43,000	\$0	0.00%
Fire Vehicle Maintenance	\$333,300	\$0	\$0	\$0	\$0	\$0	\$333,300	\$331,100	\$2,200	0.66%
Community Emergency Plan	\$34,000	\$0	\$0	\$0	\$0	\$0	\$34,000	\$34,000	\$0	0.00%
Total Fire Department	\$11,845,700	\$0	\$0	\$0	\$0	\$0	\$11,845,700	\$10,819,000	\$1,026,700	9.48%

2011 Preliminary Budget Adjustments \$0
 2011 Proposed Changes / Enhancements \$0
 Total Fire Department Changes \$0

Community Services Committee Summary:

Total Community Services Business Unit	\$8,662,700	\$99,800	(\$86,900)	\$0	(\$19,700)	(\$6,800)	\$8,655,900	\$8,497,100	\$158,800	1.87%
Total Fire Department	\$11,185,700	\$0	\$0	\$0	\$0	\$0	\$11,185,700	\$10,819,000	\$366,700	3.39%
Total Community Services Committee	\$19,848,400	\$99,800	(\$86,900)	\$0	(\$19,700)	(\$6,800)	\$19,841,600	\$19,316,100	\$525,500	2.72%

2011 Preliminary Budget Adjustments (\$29,000)
 2011 Proposed Changes / Enhancements \$22,200
 Total Community Services Committee Changes (\$6,800)

GG-2011-08

Draft recommendation:

"That Council adopt the 2011 Tax Policy recommendations as follows:

- a) Definition of "Real Assessment Growth":

"Real Assessment Growth" means new assessment which is generated by supplementary assessment roll(s) resulting from an increase in value of properties for: new buildings or structures, alterations/additions to buildings or structures and new lots created by subdivision/condominium plans and severances and netted by assessment reductions resulting from assessment appeals;

- b) 2011 tax ratios remain at the 2010 levels as follows:

Multi-Residential	-	2.2054	Pipeline	-	1.1656
Commercial	-	1.8822	Farmland	-	0.1500
Industrial	-	1.4000	Managed Forest	-	0.2500;

- c) the excess supplementary municipal taxes in the Commercial and Multi-Residential tax classes be transferred to the Tax Policy Development Reserve Fund. Excess amount to be based on the year-end report from the Chief Financial Officer; and
- d) the 2011 Capping Program recommendations be brought forward under a separate report."

City of North Bay

Report to Council

Report No.: CORP 2011-11

Date: February 1, 2011

Originator: Lorraine Rochefort and Margaret Karpenko

Subject: 2011 Assessment Analysis & Tax Policy Review

RECOMMENDATIONS:

That Council adopt the 2011 Tax Policy recommendations as follows:

- i) Definition of "Real Assessment Growth": Real Assessment Growth means new assessment which is generated by supplementary assessment roll(s) resulting from an increase in value of properties for: new buildings or structures, alterations/additions to buildings or structures and new lots created by subdivision/condominium plans and severances and netted by assessment reductions resulting from assessment appeals;
 - ii) That the 2011 tax ratios remain at the 2010 levels as follows:

Multi-Residential	- 2.2054	Pipeline	- 1.1656
Commercial	- 1.8822	Farmland	- 0.1500
Industrial	- 1.4000	Managed Forest	- 0.2500
 - iii) That the excess supplementary municipal taxes in the Commercial and Multi-Residential tax classes be transferred to the Tax Policy Development Reserve Fund. Excess amount to be based on the year-end report from the Chief Financial Officer and;
 - iv) That the 2011 Capping Program recommendations be brought forward under a separate report.
-

BACKGROUND:

It is proposed that the 2011 Operating Budget will be approved by Council at its March 7th Council Meeting. The 2011 municipal property tax levy required is estimated at \$71,424,665, an increase of approximately \$2,967,063 from the 2010 levy.

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

While no general reassessment will occur for 2011, it is important to remember that in addition to the continued impact of the four-year assessment phase-in program, the updated assessment roll will also reflect changes related to growth, loss and various equity changes that have been made to property values.

As such, municipalities must continue every effort to understand the ongoing and annual implication of changes to the assessment base and assessment roll in order to make informed decisions with respect to local tax policies.

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. The inevitable tax impacts related to the four-year assessment phase-in program and other changes to the assessment roll;
3. The redistribution of the property tax burden, which may occur within and between classes, due to the phase-in, assessment changes and growth trends;
4. 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.

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 from 2005 – 2011:

Year over Year Real Assessment Growth:

YEAR(S)	GROWTH (%)	ADDITIONAL TAX REVENUE
2005-2006	2.12%	\$ 1,148,000
2006-2007	.52%	\$ 280,000
2007-2008	1.58%	\$ 980,000
2008-2009	1.30%	\$ 798,000
2009-2010	0.89%	\$ 587,000
2010-2011	1.47%	\$ 1,065,228

2010-2011 Real Assessment Growth by Tax Class:

Tax Class	Growth %	Impact on Tax Levy
Residential	1.32%	\$ 563,867
*Multi-Residential	1.90%	\$ 121,100
*Commercial	.24%	\$ 362,109
Industrial	-3.30%	(\$ 47,306)
Managed Forest	69.30%	\$ 2,803
Farmland	-.030%	(\$ 2,960)
PIL	2.16%	\$ 65,615
Total		\$1,065,228

**Multi-residential and Commercial growth is a key factor in annual tax policy decisions.*

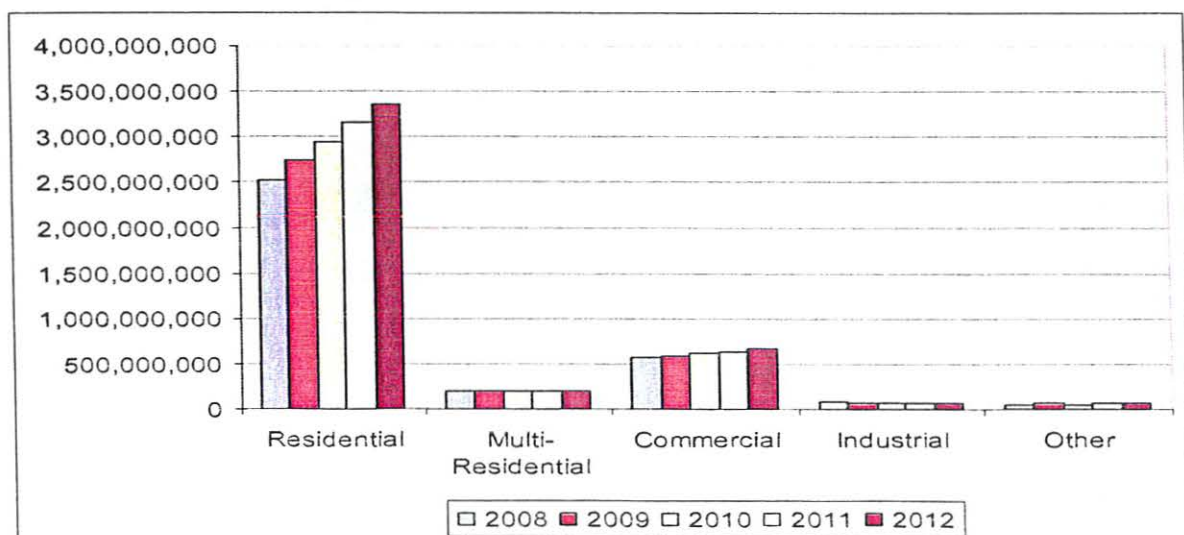
On an annualized basis, the growth related net gain or loss in taxation is the difference between the total tax amount as determined against the returned roll and the total tax as determined against the roll as revised. Not all of this value will, however, have been realized in the form of additional revenue during the 2010 year. Many changes to the roll for 2010 taxation would not have been effective for the full tax year, or in the case of year-end changes, for any portion of the year.

The full impact of this growth will only be realized on a go-forward basis, as it serves to inform the municipality's "revenue limit" for 2011, which represents the tax dollars that can be raised for the current year under a zero percent levy change scenario. Also, because taxation in the protected classes is subject to capping provisions, the tax yield from apparent CVA growth in these classes cannot simply be determined based on pure CVA multiplied by the applicable tax rate.

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 2008-2012 assessment patterns experienced by the City as a result of the reassessment.



2011 Phase-In Broad Class Reassessment Results:

2011 marks the third year of the four year assessment phase-in program. The following table shows the City's 2011 phased CVA value increases from 2010. The results are consistent with the original projections where the residential tax class continues to absorb the higher share of the tax burden. The multi-residential has remained constant, the commercial class increased slightly and the industrial tax class has decreased.

TAX CLASS	2010 MARKET VALUE (EQUITY)	2011 MARKET VALUE (EQUITY)
Residential	7.7%	7.1%
Multi-Residential	1.0%	1.0%
Commercial	4.5%	4.6%
Industrial	2.2%	0.7%
Pipeline	3.9%	3.8%
Farmland	0.3%	3.5%
Managed Forest	15.9%	11.39%

Tax Shifts and Tax Dollar Impacts from 2011 phase-in assessments

Translating broad class assessment changes to tax dollar impacts is demonstrated below, applying the 2010 tax policy tools (tax rates, tax ratios, tax capping) .

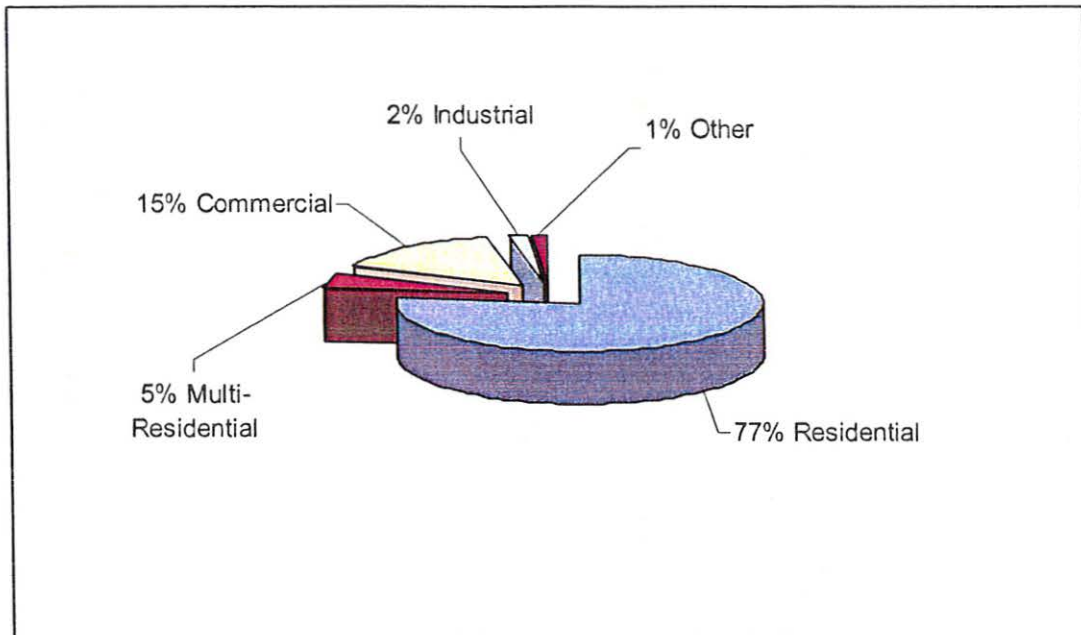
Tax Class	Tax Class Shift (based on 2010 Tax Ratios)	Tax Levy Shift
Residential	1.4%	\$614,787
Multi-Residential	(4.4%)	(\$285,201)
Commercial	(1.1%)	(\$157,337)
Industrial	(4.8%)	(\$60,805)

Although the residential tax class is absorbing 1.4% of the total tax shift, 73% of the 14,020 increasing properties will see an average increase in municipal taxes of \$40.00; 18% of the 3,450 decreasing properties will see decreases. This analysis is based on assessment impacts, not municipal tax rate impacts.

As noted below, a property with an increase in assessment of 7.24%, which is very close to the average overall increase in phased CVA for the residential tax class, would see an increase in taxes of \$39.00 or 1.52%. If the assessment remained constant year over year, the taxes would decrease by \$136.00 or 5.33%.

Single Detached Residential		
	Scenario A Average CVA	Scenario B No increase
2010 Average Phased CVA	172,233	172,233
2011 Average Phased CVA	184,711	172,233
Dollar Change	12,477	-
Percentage Change	7.24%	0.00%
2010 Taxation	2,559	2,559
2011 Taxation	2,598	2,423
Dollar Change	39	(136)
Percentage Change	1.52%	-5.33%

2011 Assessment Distribution by Class



TAX RATIOS

For 2011, 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 will 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. (See Appendix B for tax ratio comparisons)

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:

- either the current tax ratio for any class (2010 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;
- restated revenue neutral transition ratios to mitigate phase-in related tax shifts between classes. For 2009 and 2010, municipalities were permitted to re-set their own maximum ratios in accordance with a regulated formula to maintain the distribution of the tax burden at the previous years' levels, however, it is unknown if the option will be made available for the 2011 taxation year as yet.

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 2010 ratios
2. Reduced ratios as per Long Term Tax Policy
3. Revenue Neutral ratios (maximum)

City of North Bay Tax Ratio Comparison:

Property Class	1. 2010 Tax Ratios Status Quo	2. 2011 Tax Ratios Long Term Tax Policy	3. 2011 Revenue Neutral Tax Ratios
Residential	1.0000	1.0000	1.000000
Multi-Residential	2.2054	2.1672	2.338421
Commercial	1.8822	1.8596	1.935162
Industrial	1.4000	1.4000	1.485320
Farmlands	.1500	.1500	.150000
Managed Forest	.2500	.2500	.250000
Pipelines	1.1656	1.1656	1.202918

Tax Shift Impact Summary – 2011 Reassessment Tax Shifts using alternate tax ratios: no levy change.

Tax Class	Scenario 1		Scenario 2		Scenario 3	
	Class Shift 2010 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	1.4%	\$614,787	1.9%	\$810,385	.0%	\$17,097
Multi-Res.	(4.4%)	(\$285,201)	(5.6%)	(\$365,691)	.0%	\$102
Comm.	(1.1%)	(\$157,337)	(1.9%)	(\$262,831)	3.0	\$39,039
Industrial	(4.8%)	(\$60,805)	(4.4%)	(\$ 55,418)	(0.3%)	(\$ 4,381)

(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 2011 phased-in assessment. As noted, the residential tax class is absorbing an additional 1.4% of the tax burden and all other tax classes are seeing a reduction.

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 the shift moving back to the residential tax class and a reduction in all other classes.

Scenario 3 - represents the tax class shifts if the “revenue neutral” tax ratios were imposed to offset 100% of the tax burden shift from the residential tax class.

Tax Reductions for Mandated Subclasses of Vacant Land/Units

Municipalities must pass by-laws to reduce the tax burden on vacant 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 do adopt the discount rates.

Administration continues to recommend this policy and a By-law will be brought forward on March 7, 2011.

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. At the end of the program, the multi-residential tax will be 41% lower, and the commercial taxes 29% lower than what they otherwise would have been if the plan had not been put into place.
- 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 and a recommendation will be brought forward on March 7, 2011.

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, 2010 to \$344,577.22.

Administration continues to recommend this policy and a recommendation will be brought forward on March 7, 2011.

2011 TAX POLICY OPTIONS

Mandatory Capping Options:

We are unable to accurately analyze the capping options in OPTA at this time. However, we do not anticipate significant budget requirements for funding the program. The commercial capping program is the largest, which historically has been funded within the class and the multi-residential and industrial programs have been funded through the Tax Policy Reserve.

Once the information is available we will bring a Report to Council outlining our findings and seek your approval of our final recommendation on the Program.

Tax/Transition 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 increase tax ratios to the maximum revenue neutral transition ratios to avoid shifts that has occurred between property classes as a result of the 2011 phase-in reassessment.
3. To maintain the 2010 tax ratios for the 2011 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:

- 1) To reduce the 2011 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 cost to fund the reductions would be \$185,984. Real growth in the multi-residential and commercial tax classes has generated \$483,209, an amount sufficient to offset the cost of reducing the tax ratios.

Although there is sufficient growth to fund the tax ratio reductions, any reduction to these ratios increases the tax burden to all other classes as noted in the analysis under Scenario 2. The residential tax class has absorbed 1.4% of the 2011 phase-in reassessment shift and by reducing the commercial and multi-residential tax ratios it would shift an additional .5 % to that class.

Option 2:

To increase the tax ratios to the maximum revenue neutral transition ratios to avoid the tax shift to the residential tax class. The analysis shows that if the maximum revenue neutral ratios were used, the residential class and multi-residential tax classes would not see a tax shift at all. The Commercial would increase by 3% and industrial would decrease by .3%.

Although the residential, multi-residential and industrial tax classes would benefit by not experiencing a tax burden shift, the commercial, pipeline and managed forest would see increases. If adopted, the new tax ratios would be far above the current tax ratios, which is not in keeping with the Long Term Tax Policy.

Under the maximum revenue neutral tax ratio scheme, the industrial tax ratio would increase from the 1.40 to 1.50. The 1.40 tax ratio is the destination tax ratio for the commercial, multi-residential and commercial tax classes; therefore, this type of shift would definitely be a step backward in Council's long term vision as it relates to tax ratios.

The analysis uses the 2011 Revenue Neutral Ratios. Legislation that would permit municipalities to mitigate the 2011 phase-in reassessment impacts by utilizing revenue neutral tax ratios has not been enacted to date, however, it is expected that the option will be made available soon.

Option 3:

1) To maintain the 2010 tax ratios for the 2011 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. (See Appendix B)

In 2010 Council opted to maintain the 2008 tax ratios because:

- a) adopting revenue neutral ratios to mitigate the shift to the residential tax payer was contrary to the goals of the Long Term Tax Policy. Revenue neutral tax ratios increase the tax ratios in the business classes.
- b) the reduction of commercial and multi-residential tax ratio, as per the Long Term Tax Policy, would pose an additional burden to the residential tax class which had already absorbed large shifts from the reassessment.

For 2011 the residential tax class will continue to absorb a larger shift than the other tax classes, therefore, the 2010 rationale continues to apply for the 2011 taxation year.

2) To adopt the 2011 Tax Capping program

We are unable to accurately analyze the capping options in OPTA at this time. Once the information is available we will bring a Report to Council outlining our findings and seek your approval of our final recommendation on the Program.

RECOMMENDED OPTION:

Option 3 is the recommended option.

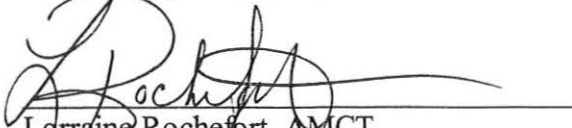
That Council adopts the 2011 Tax Policy recommendations as follows:

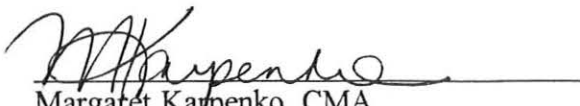
- i) Definition of "Real Assessment Growth": Real Assessment Growth means new assessment which is generated by supplementary assessment roll(s) resulting from an increase in value of properties for new buildings or structures, alterations/additions to buildings or structures and new lots created by subdivision/condominium plans and severances and netted by assessment reductions resulting from assessment appeals.
- ii) That the 2011 tax ratios remain at the 2010 levels as follows:

Multi-Residential	- 2.2054	Pipeline	- 1.1656
Commercial	- 1.8822	Farmland	- 0.1500
Industrial	- 1.4000	Managed Forest	- 0.2500
- iii) That the excess supplementary municipal taxes in the Commercial and Multi-Residential tax classes be transferred to the Tax Policy Development Reserve Fund. Excess amount to be based on the year-end report from the Chief Financial Officer and;
- iv) That the 2011 Capping Program recommendations be brought forward under a separate report.

Following Council approval of the 2011 Tax Policy, by-laws will be brought forward to the March 7th Council Meeting adopting the 2011 Tax Rates, Tax Ratios and Tax Rate Reductions for property subclasses.

Respectfully submitted,


Lorraine Rochefort, AMCT
Manager of Revenues & Taxation


Margaret Karpenko, CMA
Chief Financial Officer/Treasurer

I/We concur in this report and recommendations.



David Linkie
Chief Administrative Officer

Personnel designated for continuance: Manager of Revenues & Taxation
Chief Financial Officer/Treasurer

Attachments: Appendix A: Background – Assessment/Taxation Legislation
Appendix B: Tax Ratio/Tax Rate Comparisons
Appendix C: Long Term Tax Policy

APPENDIX A

BACKGROUND – Assessment and Taxation Legislation

Assessment and taxation legislation were significantly changed as a result of the 2007 and 2008 Provincial budgets. The budgets introduced a number of measures to enhance the fairness and predictability of the current property tax system, including:

- 1) Business Education Tax Cuts
- 2) Four-year Reassessment Cycle & Phase-In
- 3) Assessment Appeal Process Changes
- 4) Assessment Notices
- 5) New Tax Capping Option

1) Business Education (BET) Property Tax Cuts:

In the 2007 Budget the Government announced a plan to cut business education taxes by \$540 million over seven years, lowering the high BET rates to a target maximum rate of 1.60%. Under the plan, annual ceiling rates for commercial and industrial properties would be reduced each year until they reach the target maximum BET rate of 1.60%.

As a result of the 2009 reassessment, the target minimum BET rate and the annual ceiling rates for 2009 were reset to offset reassessment impacts. For example, the 2008 maximum BET rate of 1.60% was lowered to 1.52% for 2009.

Business Education Tax Rates for new construction were immediately subject to the 1.60% rate for 2008 and the 1.52% rate for 2009, 2010 and onward. The government has created new construction property classes to facilitate the lower education tax rate for new construction.

These new property classes are for education tax purposes only and reflect existing definitions for commercial and industrial property classes. Eligibility is determined in part by new construction initiated after March 22, 2007 and an increase in the current value assessment by 50% or more.

All properties in the Commercial and Industrial tax classes in the City of North Bay were set at 1.43% for 2010 to offset the 2nd year of the phase-in assessment impacts. 2011 rates may be further reduced to offset the 3rd year phase-in reassessment results.

2009 & 2010 Business Education Tax (BET) Rates – City of North Bay

Business Property Tax Class	2009 BET Rate	2010 BET Rate
Commercial	2.000000%	1.430000%
Industrial	1.859127%	1.430000%
Pipeline	1.239394%	1.192848%
New Construction – Commercial	1.520000%	1.430000%
New Construction – Industrial	1.520000%	1.430000%

CITY OF NORTH BAY BET CUTS - 2008-2010

Year	Max. Rate	North Bay Commercial Rate	Overall % Reduction
2008	2.35	2.237236	
2009	2.00	2.000000	
2010	1.52	1.430000	-32.45%
Year	Max. Rate	North Bay Industrial Rate	% Reduction
2008	2.75	1.859127	
2009	2.25	1.853944	
2010	1.52	1.430000	-23.30%

2) Changes to the Assessment System:

Three changes to the assessment system were introduced commencing 2009:

- a four year reassessment cycle
- a mandatory phase-in of assessment increases for all tax classes
- Enhancement to the fairness and effectiveness of the assessment appeal system

Four Year Reassessment Cycle:

2009 was a reassessment year and assessments were based on property values as of January 1, 2008. The January 1, 2008 valuation date will apply for 2009, 2010, 2011 and 2012. The cycle will continue accordingly every four years. (Reassessment 2013 with valuation date January 1st, 2012 for 2013, 2014, 2015 and 2016)

Phase-in of Assessment Increases:

Commencing with the 2009 reassessment year, all assessment increases will be phased-in over four years for all tax classes. For example, a 20% assessment increase would be phased in gradually in increments of 5% per year over four years – 2009, 2010, 2011 and 2012. The phase-in applies to assessment increases only, assessment decreases were realized immediately in 2009. 2011 marks the third year of the four (4) year phased-in reassessment cycle.

Current Value Assessment Revised from 1998 to Current:

The following chart outlines the reassessment years and changes to base dates since the implementation of the Ontario Fair Assessment System in 1998.

Taxation Year	*Base Date for Assessment of Current Value
1998, 1999 and 2000	June 30, 1996
2001 and 2002	June 30, 1999
2003	June 30, 2001
2004 and 2005	June 30, 2003
2006/2007/2008	January 1, 2005
2009 - 2012	January 1, 2008
2013-2016	January 1, 2012 and so forth

3) Assessment Appeal System:

Prior to changes in legislation in 2008, ratepayers were able to file a Request for Reconsideration RfR to the Municipal Property Assessment Corporation (MPAC) or file a formal appeal with the Assessment Review Board (ARB).

The deadline for RfR was Dec. 31st and ARB March 31st. (9 months earlier than the RfR deadline). MPAC was not obligated to respond to the requests prior to the ARB's appeal deadline resulting in people filing protective appeals with the ARB that are held in abeyance pending a response from MPAC. The process often leads to confusion, duplication of effort and inefficient use of resources.

For 2009 and onward, the assessment appeal system has been changed as follows:

- Deadline to challenge CVA is March 31st
- Right to appeal remains annual
- If a property or portion of it, is classified as residential, farm or managed forest, a request for reconsideration (RfR) is now a mandatory first step
- MPAC must respond by September 30th of the year, or within 180 days for supplementary and omitted assessment
- An appeal may be filed to the ARB within 90 days of MPAC's decision being mailed as a second option for recourse
- For supplementary and omitted assessments, the deadline to file an RfR is 90 days after the mailing of the assessment notice

Business Classes

- Deadline to challenge CVA is March 31st
- Right to appeal remains annual
- A Request for Reconsideration (RfR) of CVA is an optional first step
- Business taxpayer may forego the reconsideration process and appeal directly to the ARB

Onus of Proof in the Hearing

- Previous to the legislative changes, the onus rested with the complainant to demonstrate to the Assessment Review Board that the assessed value on their property was incorrect. MPAC was only responsible to explain the assessment. The onus is now on MPAC to prove the accuracy of the assessed values at an ARB hearing.

4) Assessment Notices:

In addition to the standard Notice of Assessment that was issued to all ratepayers in November of 2008 reflecting the 2009-2012 assessment information, MPAC has developed new in-year Notices. Specifically:

- Post Roll Amended Property Assessment Notice – Issued for factual errors on the Assessment Roll at any time during the taxation year. For example, plans of subdivision that did not get added to the Assessment Roll.
- Property Assessment Change Notice – this was previously known as the Supplementary or Omitted Property Assessment Notice.

- Statement of Revised Assessment – accompanies the Property Assessment Change Notice. Provides the revised total assessment, including improvements. Includes the revised phased-in assessments for the next four taxation years.
- Advisory Notice of Adjustment – MPAC is required to notify property taxpayers about changes to their phased-in assessment amounts whenever the current value assessment for a property changed. For example, if the Assessment Review Board mails a Notice of Decision to a property owner indicating a reduction in assessment, MPAC will mail an Advisory Notice of Adjustment to the owner explaining how the reduction will affect their phased-in assessment amounts.

5) New Tax Capping Option:

In 2009 municipalities had the option to permanently exclude properties from the capping program once they reach their CVA tax destination. Under this new feature, a property that reaches CVA tax in one year can be excluded from the capping program the next year. The option may be put into place for any or all of the capped classes.

A goal of the Long Term Tax Policy is to accelerate the movement toward full Current Value Assessment for all properties in the capped classes by utilizing the capping options available. The 2009 Tax Capping Policy adopted the new option which permanently excluded properties that had reached CVA tax from the capping/claw back program.

This is an annual Tax Policy decision which means a decision to cap properties previously excluded can be made in subsequent years.

APPENDIX B

TAX RATIO INTRODUCTION:

Tax Ratios/Transition Ratios – The province regulated “transition ratios” which were the tax ratios as at January 1, 1998. They reflect the relative tax burden of each property class prior to tax reform (i.e. in 1997). Transition ratios were calculated by the province utilizing the 1998 current value assessments and the 1997 tax levies for each class to ensure that they can be utilized to maintain the “status quo” tax burden for each class.

Prior to 1998 there were three tax classes. Residential/Farm, Commercial and Business. After current value assessment implementation, there were seven. Residential, Multi-Residential, Commercial, Commercial Vacant, Industrial, Industrial Vacant, Managed Forest/Farmland and Pipeline. In order to ensure that property owners would continue to assume the same tax burden as prior to reform, tax ratios were introduced.

Tax ratios express the relationship that each property class bears to the tax rate for the residential class. They determine the relative tax burden to be borne by each property class or their share of the pie. The residential property class is the benchmark class and its value in the ratio structure is therefore set at 1.0000.

Provincial Range of Fairness: The province established a target range for each property class. Tax ratios can be equal to the transition ratios but cannot be moved further away from the fairness range. Once a tax ratio is moved closer to the range of fairness, it cannot be moved back further away.

Tax Ratios/Threshold Ratios: Commencing in 2001, the Province introduced “threshold ratios” for the three capped classes. Any municipal levy increase can not be passed on to the classes that have tax ratios above the threshold ratio, therefore, it is very important to ensure ratios are not above thresholds so the levy increase can be passed on to the ratepayer. The threshold ratios for 2001 were set by regulation and equaled the provincial average.

Tax Ratio Flexibility: In 2009, the government provided municipalities with the tax ratio flexibility that has been provided in previous reassessment years. This allowed municipalities to avoid tax shifts that may occur between property tax classes as a result of reassessment by adoption of new transition ratios, referred to as “Revenue Neutral Tax Ratios”. This allows municipalities to move the ratios away from the Range of Fairness to avoid reassessment tax shifts. The Minister will be making decisions on tax ratio flexibility on an annual basis.

Tax Ratio Reductions: The City of North Bay has taken the initiative to reduce tax ratios since 2001, whereby reducing the tax burden to the applicable tax classes. The Long Term Tax Policy goal is to reduce the multi-residential and commercial tax ratios equal to the industrial tax ratio of 1.40 over a twenty-five year period. Any reductions of tax ratios for one class will shift tax burden to other classes unless it is funded by a budget allocation, reserves or real assessment growth. The Policy requires that real assessment growth be used to fund tax ratio changes.

TAX RATIO COMPARISON – 1998 TO CURRENT 2010

Property Class	Provincial Fairness Range	City Transition Ratios in 1998	Provincial Threshold Ratios	City's Current 2010 Tax Ratios	2010 BMA Study average for 43 municipalities
Residential	1.0000	1.0000	1.0000	1.0000	1.0000
Multi-Residential	1.0000-1.0000	2.3556	2.7400	2.2054	2.0256
Commercial	1.6000-1.1000	2.0326	1.9800	1.8822	1.6920
Industrial	0.6000-1.1000	3.2920	2.6300	1.4000	2.2333
Farmlands	.25	.25	n/a	.15	n/a
Managed Forest	.25	.25	n/a	.25	n/a
Pipelines	0.6000-0.7000	1.1656	n/a	1.1656	n/a

TAX RATIO REDUCTIONS FROM 2001-2010

YEAR	Multi-Residential	Commercial	Industrial	Farmland
1998	2.3556	2.0326	3.2920	.2500
2001	2.3556	1.9700	2.4200	.2500
2002	2.3556	1.9650	1.8300	.2500
2003	2.3556	1.9650	1.40	.1500
2004	2.3556	1.9650	1.40	.1500
2005	2.3200	1.9500	1.40	.1500
2006	2.2818	1.9274	1.40	.1500
2007	2.2436	1.9048	1.40	.1500
2008	2.2054	1.8822	1.40	.1500
2009/2010	2.2054	1.8822	1.40	.1500

2010 TAX RATIO COMPARISON – NORTHERN MUNICIPALITIES

Municipality	Multi-Residential	Commercial	Industrial
North Bay	2.2054	1.8822	1.4000
Greater Sudbury	2.2088	2.0275	2.8594
Thunder Bay	2.7400	1.9527	2.4300
Timmins	1.6816	1.7501	2.1783

APPENDIX C

FINANCIAL POLICY AND PROCEDURES	SECTION: FINANCIAL PLAN
	APPROVED: OCTOBER 2010
	SUBJECT: Long-Term Tax Policy
	POLICY 2010-00

PURPOSE:

The purpose of the Long-Term Tax Policy is to establish a framework for tax ratio, tax capping and Tax Policy Development Reserve Fund goals over a twenty-five year period.

LEGISLATIVE AUTHORITY:

Tax Policy considerations and programs are mandatory and legislated by *The Municipal Act, 2001, S.O. 2001, c.25* and associated tax policy/capping related regulations.

The Tax Policy Development Reserve Fund is not a legislative requirement.

GOALS AND OBJECTIVES:

The goals and objectives of the Long-Term Tax Policy include,

1. To reduce the tax ratios for the Multi-Residential and Commercial Classes to 1.400 over a twenty-five year period
2. To reduce tax ratios only if the tax burden shift can be offset by *real assessment growth* (as defined and adopted in the 2010 Tax Policy Program)
3. To consider each year to transfer "excess" supplementary taxes in the Multi-Residential and Commercial classes to a Tax Policy Development Reserve Fund
4. To accelerate the movement toward full Current Value Assessment for all properties in the capped classes utilizing the capping options available
5. To fund the cost of mandatory capping program within each class by limiting assessment related tax reductions that would otherwise benefit other properties (claw-backs)
6. To consider annually the options to fund a portion of the cost of the mandatory capping program from the Tax Policy Development Reserve Fund

ROLES AND RESPONSIBILITIES:

City Council is responsible to:

1. Review the Long-Term Tax Policy annually
2. Authorize by by-law the tax policy program as it relates to tax ratios and the mandatory tax capping program
3. Consider and authorize the transfer of excess supplementary revenue to the Tax Policy Development Reserve Fund
4. Authorize the use of the Tax Policy Reserve Fund to fund a portion of the cost of the mandatory capping program.

Chief Administrative Officer is responsible to:

1. Sign all Tax Policy related reports to Council

Chief Financial Officer is responsible to:

1. Ensure goals and objectives of the Policy are being met and adhered to.
2. Confirm Real Growth calculations based on the definition adopted in the 2010 Tax Policy Program
3. Ensure that all authorizations required for the tax policy program and use of the reserve fund are received.
4. Sign all Tax Policy related reports to Council

IMPLEMENTATION:

The implementation of the Long Term Tax Policy includes,

1. Enactment of by-laws as follows:
 - i. Adoption of tax ratios
 - ii. Adoption of Optional Tools for the Capping Program
 - iii. Establishment decrease limits for claw back properties
 - iv. Adoption of New Construction Thresholds
2. Resolutions for:
 - i. Transfer from the Tax Policy Development Reserve Fund for costs related to funding the legislated caps if required

- ii. Transfer to reserve of excess supplementary revenue if required

The implementation of this Policy shall be considered a long-term goal over a period of up to twenty-five years.

The implementation of this Policy shall be considered as a key component of the City of North Bay's Long-Term Financial Plan.

DEFINITIONS:

CURRENT VALUE ASSESSMENT:

In general terms "Current Value Assessment" (CVA) is the amount of money a property would realize if sold at arm's length by a willing seller to a willing buyer.

TAX RATIO:

A "tax ratio" determines the relative tax burden to be borne by each property class and expresses the relationship that each property class bears to the tax rate for the residential class.

TAX POLICY DEVELOPMENT RESERVE FUND:

The Tax Policy Development Reserve Fund is funded from the excess supplementary revenue from the Multi-Residential and Commercial tax classes and is established in a specific resolution that also outlines its operational elements.

TAX CAPPING PROGRAM:

Tax capping limits increases in taxes in the Multi-Residential, Commercial and Industrial tax classes resulting from reassessment or class changes to a level adopted annually by Council, but to a minimum of 5% from the previous year's adjusted taxes.

CLAWBACK:

Clawback's are tax decreases in the Multi-Residential, Commercial and Industrial tax classes that may be utilized to fund the tax capping program.

OPTIONAL TOOLS:

Optional tools are tools provided by the provincial government which gives municipalities the opportunity to bring all classes of properties to Current Value Assessment more quickly.

MUNICIPAL PROPERTY ASSESSMENT CORPORATION (MPAC):

MPAC administers a uniform, province-wide property assessment system based on current value assessment in accordance with the provisions of the *Assessment Act*. It provides municipalities with a range of services, including the preparation of annual assessment rolls used by municipalities to calculate property taxes and municipal enumerations in order to prepare the Preliminary List of Electors during an election year.

NEW CONSTRUCTION THRESHOLDS:

Is the average tax level new construction properties pay in relation to comparable properties compiled by Municipal Property Assessment Corporation (MPAC) and as adopted by Council by by-law annually.

SUPPLEMENTARY ASSESSMENT:

Supplementary assessment is new assessment compiled by MPAC resulting from an increase in value of properties for new buildings or structures, alterations/additions to buildings or structures or new lots created by subdivision/condo plans and splits.

SUPPLEMENTARY TAXES:

Are taxes generated from the supplementary assessment roll.

REAL ASSESSMENT GROWTH:

Real Assessment Growth means new assessment which is generated by supplementary assessments and netted by assessment reductions resulting from assessment appeals under Section 39.1(1.1) of the *Assessment Act*.
(supplementary assessments).

COMMUNITY SERVICES COMMITTEE

Monday, February 14, 2011

Page 1

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-2010-10 Amendment to User Fee By-Law for variance to Sign By-Law (C00/2009/BYLAW/SIGNAGE).
- CS-2010-24 Report from S. McArthur dated September 14, 2010 re Municipal Heritage Committee - Annual Award Proposal (R01/2010/NBMHC/GENERAL).
- CS-2010-27 Report from S. McArthur dated November 26, 2010 re 2010 Municipal Heritage Committee Annual Report (R01/2010/NBMHC/GENERAL).
- CS-2011-02 Report from M.B. Burke dated January 6, 2011 re Fire Safety Plan Lock Boxes By-Law (C00/2011/BYLAW/LOCKBOX).
- **CS-2011-03 Rezoning application by Miller & Urso Surveying Inc. on behalf of the City of North Bay - Third Avenue East and John Street (D14/2010/CNB/3RDJOHN).**
- CS-2011-04 Motion moved by Councillor Mayne on January 24, 2011 re Designated Off-Leash Dog Area (R00/2011/PARKS/DOGPARK).
- **CS-2011-05 Report from J.D. Knox dated February 7, 2011 re 2011 Summer in the Park – Expanded Program (M02/2011/SPECI/SUMPARK).**

CS-2011-03

Draft recommendation:

- "That a) the proposed Zoning By-Law Amendment by Miller & Urso Surveying Inc. on behalf of the City of North Bay for the property legally described as Concession 13, Registered Plan No. 20, Lots 14 to 19 (Third Avenue East and John Street), from a "Residential Second Density (R2)" zone to a "Neighbourhood Commercial Special Zone No. 38 (C5 Sp.38), be approved; and
- b) 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 building massing, parking, lighting, landscaping, storm water, drainage, ingress and egress and fencing as required."

INTER OFFICE

*City of North Bay
Planning Services*

MEMO

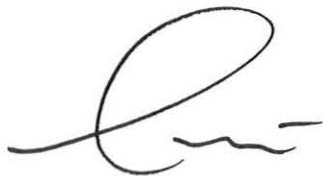
To: Cathy Conrad, City Clerk
From: Steve McArthur - Senior Planner, Current Operations
Subject: Resolution No. 3 - Planning Advisory Committee
Date: January 20, 2011

Quoted below is Resolution No. 3 passed at the regular meeting of the Planning Advisory Committee held on Wednesday, January 19th, 2011:

Resolution No. 3

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

1. That the Proposed Zoning By-law Amendment from a "Residential Second Density (R2)" zone and a "Neighbourhood Commercial Special Zone No. 38 (C5 Sp.38)" to a "Residential Multiple Third Density Special Zone (RM3 Sp.)" by Miller and Urso Surveying Inc. on behalf of the Corporation of the City of North Bay for the property legally described as Concession 13, Registered Plan 20, Lots 14 to 19 – Third Avenue East and John Street in the City of North Bay 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 building massing, parking, lighting, landscaping, storm water, drainage, ingress and egress and fencing as required."



Steve McArthur
Senior Planner, Current Operations

INTER OFFICE

MEMO

Planning Services City of North Bay

To: Chair and Members, Planning Advisory Committee

From: Steve McArthur, Senior Planner - Current Operations

Subject: Proposed Zoning By-law Amendment by Miller and Urso Surveying Inc. on behalf of the Corporation of the City of North Bay for the property legally described as Concession 13, Registered Plan 20, Lots 14 to 19 – Third Avenue East & John Street, City of North Bay

Date: January 18, 2011

Recommendation

1. "That the Proposed Zoning By-law Amendment from a "Residential Second Density (R2)" zone and a "Neighbourhood Commercial Special Zone No. 38 (C5 Sp.38)" to a "Residential Multiple Third Density Special Zone (RM3 Sp.)" by Miller and Urso Surveying Inc. on behalf of the Corporation of the City of North Bay for the property legally described as Concession 13, Registered Plan 20, Lots 14 to 19 – Third Avenue East and John Street in the City of North Bay 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 building massing, parking, lighting, landscaping, storm water, drainage, ingress and egress and fencing as required."

Site

The subject lands are located on the northwest corner of the Third Avenue East and John Street intersection, as shown on Schedule "A" attached hereto. The property includes a portion of the former CN rail lands, with approximately 40.2 metres (131.88 feet) of frontage on John Street and a total lot area of 0.4 hectares (1.0 acre).

The area surrounding the subject lands is characterized as a mixed use area, featuring primarily low density residential uses, an elementary school and some small business operations. The subject lands are near Chippewa Creek and the Kinsmen Trail. The area is primarily occupied with single family dwellings, the exception being a legal non-conforming, legal non-complying business (Gateway Signs) abutting the subject lands to the west.

Proposal

The Corporation of the City of North Bay is the current owner of the subject lands. In April of 2010 the City received an unsolicited offer from Algonquin Child & Family Services, operating as 'Hands – The Family Help Network' to purchase the subject lands with the intention of constructing a proposed 12-bed Therapeutic Educational Facility on site. In order to accommodate the proposed facility a Zoning By-law Amendment is required.

The use proposed by Hands is defined in the City of North Bay's Zoning By-law No. 28-80 as a Group Home Type 2, which is further defined as providing occupancy in which up to eight (8) patients (excluding the staff or receiving family) live and receive treatment under responsible supervision consistent with the requirements of its residents, and the group home is licensed or approved under Provincial Statute under the jurisdiction of the Ontario Ministry of Community and Social Services.

The Special Component of the proposed Zoning By-law Amendment would limit the permitted uses, change the number of permitted beds/patients from eight (8) to twelve (12) and would recognize the setbacks proposed for the building envelope in order to ensure that any future expansion to the facility would require an amendment to the Zoning By-law, which is a public process under the *Planning Act*.

Background

City Staff worked closely for approximately six (6) months with a private citizens group interested in building affordable townhouses for ownership using the "Options for Homes" model which has worked successfully in other communities. Their proposal was to be submitted to Council as an unsolicited offer for the subject lands. The group formally declined in writing any interest in the land due to lack of feasibility. Soon after, the aforementioned unsolicited offer from Hands was received.

John Street has recently been reconstructed and water and sewer services are available on the John Street side of the property. The City Engineer advises a Record of Site Condition has been prepared for the property. The following proposed uses have been considered for the subject lands:

1. Townhouse development;
2. Apartment development;
3. Group Home Type 2;
4. Keep Vacant ownership for future project; and
5. Sell portion for one of the above uses and retain remainder.

The property is not zoned for any of the proposed uses described above; therefore, a rezoning would be required for any of these proposals. It is evident that without Provincial Affordable Housing Grants the site is not developable as a townhouse or apartment development. The amount of rock and required fill creates serious development challenges. This rock, coupled with a lack of road frontage, makes the subject lands unfeasible for any type of low density residential development.

A single use like a Group Home Type 2, fronting on John Street where there are existing services, is feasible. Group Homes are typically funded Provincially, eliminating the private sector need for a profit margin; thereby, making a Group Home or similar project viable at this location.

The original circulation and application suggested that the property be rezoned to an Institutional (N) zoning designation. Area residents were opposed to the proposed Institutional zoning designation. Planning staff heard these concerns and suggested a compromise to a "Residential Multiple Third Density Special Zone (RM3 Sp.)", which permits the Group Home Type 2 use, with the expansion to 12 beds, while maintaining the Residential zoning component.

Staff has met with the proponent and with the neighbourhood on a number of occasions and there has been a willingness by all parties to negotiate an amicable resolution. Their concerns have been outlined and addressed in the correspondence section of this report and in my professional opinion it is now appropriate to move forward with the proposed Zoning By-law Amendment.

Provincial Policy Statement

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

Section 1.0 of the PPS, Building Strong Communities, provides for a wide variety of policies relating to wisely managing change and promoting efficient land use and development patterns. The proposal is consistent with the PPS as it results in the redevelopment of an existing property (infill opportunity) and would result in a new development with no requirement for the extension of Municipal services.

Section 1.1 of the Provincial Policy Statement 2005 (PPS) – Managing and Directing Land Use to Achieve Efficient Development and Land Use Patterns - suggests that Healthy, liveable and safe communities are sustained by accommodating an appropriate range and mix of residential, employment (including industrial, commercial and institutional uses), recreational and open space uses to meet long-term needs.

Section 1.1.3.3 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. New development taking place in designated growth areas should occur adjacent to the existing built-up area and shall have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.

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

Official Plan

The subject lands are designated “Residential” in the City of North Bay’s Official Plan.

Section 2.2.2.1 of the Official Plan states that: *“In low density residential areas, the intent of this Plan is to provide for accommodation in relatively small buildings, in dwelling units generally suitable for families with children. In this regard, the dwelling types considered appropriate generally involve low profile buildings having an external access and outdoor privacy area associated with each dwelling unit.*

The City shall ensure that the amenity of such areas is preserved, and that different types of structures shall be mutually compatible. The upper density limit of this category shall permit dwelling units at a density that would allow up to one dwelling unit for each 230 square metres of lot area. The dwelling units considered suitable in such low density areas are:

- a) single detached and semi-detached dwellings;*
- b) duplexes, triplexes;*
- c) rooming houses, boarding houses;*
- d) maisonettes, townhouses and low profile apartments;*
- e) mobile homes, and*
- f) group homes.”*

Section 2.2.10 of the Official Plan adds that: *"In order to prevent any undue concentration of Group Homes in any area of the municipality, a minimum separation of 200 metres between these facilities shall be required in the implementing By-law."*

The use proposed by Hands is defined in the City of North Bay's Zoning By-law No. 28-80 as a Group Home Type 2. There are no such facilities within 200 metres of the subject lands. The proposal and recommendation includes a requirement for the property to be subject to a Site Plan Control Agreement (SPCA) which *'ensures that the amenity of such areas is preserved, and that different types of structures shall be mutually compatible'* by regulating building massing, parking, lighting, landscaping, storm water, drainage, ingress and egress and fencing as required.

The proposed facility is a low-profile building (as shown on Schedule 'B' attached hereto) designed in a residential type fashion in order to integrate into the established low-density residential neighbourhood, as is encouraged by Section 2.2.2.1 of the Official Plan.

Section 4.1 of the Official Plan recognizes that: *"The demands of specialized housing groups, such as seniors, low income and single parent families, handicapped and group homes, are expected to continue to grow and become more apart of the residential environment as senior government policies on community integration of specialized housing types are implemented."*

These general policies contained in Section 4 of the O.P. are intended to assist the City in its determination of housing requirements for the various special needs groups in the city and to encourage the provision of special housing for the elderly, the handicapped, low income groups, and various types of group homes within the residential environment of the community.

The use of the subject lands for a Group Home Type 2 is in conformity with the general intent of the Official Plan policies for Residential areas.

Zoning By-law No. 28-80

The subject lands are currently zoned "Residential Second Density (R2)" and "Neighbourhood Commercial Special Zone No. 38 (C5 Sp.38)" in the City of North Bay's Zoning By-law No. 28-80.

A "Residential Second Density (R2)" zone permits the following uses:

- Single Detached Dwellings (minimum 15m frontage);
- Group Home Type 1;
- Accessory Home Based Businesses;
- Parks, Playgrounds & Non-Profit Uses;
- Day Nurseries; and
- Institutional Uses.

A "Neighbourhood Commercial Special Zone No. 38 (C5 Sp.38)" zone permits the following uses:

- Warehouse Uses
- Wholesale Uses
- Accessory Commercial Uses to the Main Wholesale and Warehouse Uses
- Dwelling units connected to and forming an integral part of the commercial building

provided that they do not exceed the floor area of the commercial portion of the use and access to the dwelling units is separate from the access to the commercial portion of the building, and the dwelling units are located above or at the rear of business premises.

The City of North Bay is proposing to rezone the subject lands to a "Residential Multiple Third Density Special Zone (RM3 Sp.)", which would permit the following uses:

- Apartment Dwellings;
- Group Home Type 2;
- Parks, Playgrounds and Associated Non-Profit Uses;
- Licensed Day Nurseries, Churches, Public Schools (Other Than Trade Schools); and
- Accessory Home Based Businesses;

The Special Component of the proposed Zoning By-law Amendment would:

- Remove Boarding, Lodging or Rooming House, Institutional Uses, and accessory non-residential uses from the list of permitted uses;
- Increase the number of permitted beds/patients for a Group Home Type 2 from eight (8) to twelve (12); and
- Recognize the setbacks proposed for the building in order to ensure that any expansion beyond the footprint proposed or for a use other than those permitted would require a Planning Act application and further public consultation.

The intended use of the subject lands by Hands – The Family Help Network is as a Group Home Type 2, which is intended to provide occupancy in which up to twelve (12) patients (excluding the staff or receiving family) live and receive treatment under responsible supervision consistent with the requirements of its residents. The group home will be licensed or approved under Provincial Statute under the jurisdiction of the Ontario Ministry of Community and Social Services.

Correspondence

The original 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 Director of Parks, Recreation & Leisure Services, the North Bay-Mattawa Conservation Authority, the Fire Prevention Officer, the Mayor's Office of Economic Development, and the Chief Building Official have offered no objection to the proposal.

The Engineering Department offered the following comments:

"Engineering has reviewed the above mentioned rezoning application and does not have any concerns regarding the proposed zoning. However, we would like to advise the proponent of some requirements for the approval of the proposed development. The requirements are as follows:

1. A Stormwater Management (SWM) Report must be submitted for this new development.
2. A Site Servicing & Grading Plan will be required.
3. Avoid having your driveway entrance near the intersection.
4. Agreements between the City and the proponent will need to be in place with regards to the extension of asphalt and curb & gutter along Third Avenue to a City Standard.

5. Lot 14 does not have a Record of Site Condition (RSC) which restricts the proponent from having anything constructed on it. Any future works within this area will require the proponent to acquire an RSC.”

Many residents of the neighbourhood attended the Public Meeting before the Planning Advisory Committee on August 18th, 2010 and have submitted correspondence via email and regular mail. This correspondence has been reviewed by Planning staff and their concerns and issues can be summarized as follows:

1. The proposal does not fit into the existing Residential character of the neighbourhood;
2. The safety of the abutting residents and their children would be jeopardized;
3. There will be a decrease in area property values;
4. This facility could be built elsewhere in the City;
5. The City wants to tarnish the image of the neighbourhood by approving this facility;
6. Traffic will increase;
7. Noise will increase;
8. Blasting will cause damage to existing homes;
9. What will happen to the facility after the current use ceases to exist; and
10. Environmental Protection Areas and Floodplain issues.

In response to these concerns, Planning staff researched these issues and offered the following information to the neighbourhood:

The proposal represents an infill opportunity as is encouraged by policies contained in the Provincial Policy Statement (PPS 2005). The use of the subject lands for a Group Home Type 2 is in conformity with the general intent of the Official Plan policies for Residential areas. The implementation of Site Plan Control can address many of the issues expressed in terms of building massing, parking, lighting, landscaping, storm water, drainage, ingress and egress and fencing.

The safety of the residents in the area was addressed with Hands administration. Youth are at the residence are there on a voluntary basis and as such are bound by the terms and conditions of the program and facility. The age range of the residents is 12 to 16 year old. Most clients have a mental health issue that requires a more intensive therapeutic environment. This type of facility gives staff the opportunity to work with the home/parents at the same time as the youth receives the necessary therapy and psychosocial supports, within a consistent, predictable, safe environment. The residents are supervised and a strict curfew is enforced.

As for the questions about why this facility could not be built somewhere else, staff advised that the application was received for this property and as such the proposed use was evaluated within the context of the surrounding neighbourhood.

Engineering has stated that they will be closing the laneway access that is currently open between Third Avenue East and Regina Street, which means that traffic in the area will decrease as opposed to increasing as a result of this proposal. Noise levels are not expected to be an issue, as is evidenced by a lack of complaint about the existing Group Home on Lakeshore Drive.

The proponent does not anticipate having to blast, but should blasting be required, the proponent would be required to provide \$2 Million in liability insurance coverage and undertake a pre-blast survey by a qualified individual engaged through the proponents' insurance company. Both of these items must be filed with the Building Services department prior to their issuance of a building permit.

Should the facility cease to exist, the subject property could be used for any use permitted within the proposed "Residential Multiple Third Density Special Zone (RM3 Sp.)". However, should a request be made to expand the footprint of the building for either the Group Home Type 2 or another permitted use, a Planning Act application would be required. The Application would go through a public process and residents of the neighbourhood would have the opportunity to be involved in that process.

According to correspondence received from the North Bay-Mattawa Conservation Authority (NBMCA), the subject lands are outside the regulated area as per Ontario Regulation 177/06 and a Development, Interference with Wetlands & Alterations to Shorelines & Watercourses permit is not required. The NBMCA and the City of North Bay have recently completed channel improvements to Chippewa Creek in this area and the subject lands do not extend beyond the top of the existing newly formed bank.

The NBMCA is satisfied that the application is consistent with the policies as set out in Sections 2 and 3 of the PPS 2005 and advise that they have no objection to the proposal.

Summary

The City of North Bay has revised the original application and proposal. This revision has been communicated to and accepted by Hands-The Family Help Network. The City is now proposing to rezone the subject lands to a "Residential Multiple Third Density Special Zone (RM3 Sp.)", which would permit the only following uses:

- Apartment Dwellings;
- Group Home Type 2;
- Parks, Playgrounds and Associated Non-Profit Uses;
- Licensed Day Nurseries, Churches, Public Schools (Other Than Trade Schools); and
- Accessory Home Based Businesses.

The Special Component of the proposed Zoning By-law Amendment would:

- Remove Boarding, Lodging or Rooming House, Institutional Uses, and accessory non-residential uses from the list of permitted uses;
- Increase the number of permitted beds/patients for a Group Home Type 2 from eight (8) to twelve (12); and
Recognize the setbacks proposed for the building in order to ensure that any future expansion beyond the footprint or for a use other than those permitted would require a Planning Act application and further public consultation.

In the future if any use other than those listed above, or in the event that any physical changes were proposed to the footprint of the building, a Planning Act application and further public consultation would be required. The proponent expects to operate a Group Home Type 2 out of this location for many decades. If and when the use ceases to exist, it could be converted into a small apartment building/condominium without the requirement for a Zoning By-law amendment.

The proponent has met with residents on three (3) separate occasions. Planning staff have also met separately with the neighbourhood and listened to their concerns. A great deal of work by all parties has gone into this report and recommendation.

A summary of the action items is as follows:

1. Staff from the City of North Bay have answered questions from the Neighbourhood with regards to *Planning Act* procedures, Surplus Land Sales procedures and Site Plan Control Agreement requirements;
2. Staff from Hands – The Family Help Network have answered many operational questions posed by the neighbourhood residents and have agreed to conciliatory changes to the application and site plan;
3. The originally proposed zoning designation of 'Institutional (N)' has been changed to a 'Residential Multiple Third Density Special Zone (RM3 Sp.)' as described above;
4. The special component of the proposed Zoning By-law Amendment would remove Boarding, Lodging or Rooming House, Institutional Uses and accessory non-residential uses from the list of permitted uses; increase the number of permitted beds/patients for a Group Home Type 2 from eight (8) to twelve (12); and recognize the setbacks proposed for the building
5. The design of the facility has been changed to a more low-profile, residential looking building in an attempt to better integrate into the surrounding neighbourhood;
6. Landscaping treatments and fencing have been added to buffer the intended use from neighbouring properties;
7. A floor plan of the interior of the facility has been produced by the proponent and distributed to the neighbourhood; and
8. Setbacks to the building will be incorporated into the by-laws to identify the building envelope in order to ensure that any future expansion or change of use at the facility other than what is permitted under the proposed amendment would require *Planning Act* application and further public consultation.

The proposed 12 bed Group Home Type 2 has been designed in such a manner that it maintains the residential character of the neighbourhood. Measures have been included within the proposed amendment that would trigger a *Planning Act* application should an expansion beyond the proposed footprint or for a use other than those permitted be requested. Any future *Planning Act* application would require a public process and would be required to meet the same tests as the current application.

In consideration of the above, it is my opinion that the proposed development as described in the report conforms to the City of North Bay's Official Plan and is consistent with Provincial Policy as described in the Provincial Policy Statement 2005.



Steve McArthur
Senior Planner, Current Operations

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attach(s).

I concur with the recommendations contained in this report.

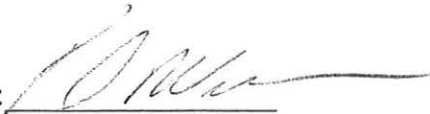


Beverley Hillier, MCIP, RPP
Manager, Planning Services

North Bay Planning Advisory Committee

Resolution No. 3

Date: January 19, 2011

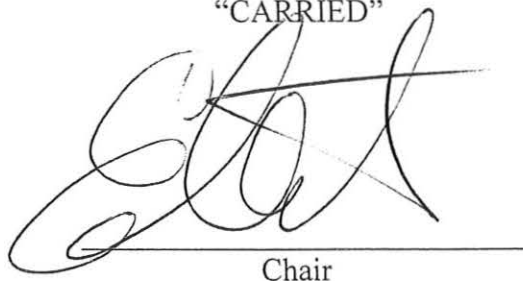
Moved By: 

Seconded By: 

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

1. That the Proposed Zoning By-law Amendment from a “Residential Second Density (R2)” zone and a “Neighbourhood Commercial Special Zone No. 38 (C5 Sp.38)” to a “Residential Multiple Third Density Special Zone (RM3 Sp.)” by Miller and Urso Surveying Inc. on behalf of the Corporation of the City of North Bay for the property legally described as Concession 13, Registered Plan 20, Lots 14 to 19 – Third Avenue East and John Street in the City of North Bay 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 building massing, parking, lighting, landscaping, storm water, drainage, ingress and egress and fencing as required.”

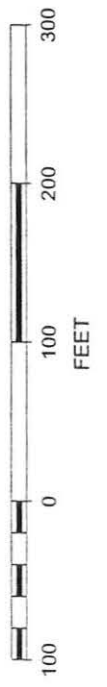
“CARRIED”


Chair

SCHEDULE A



SCALE 1 : 1,475



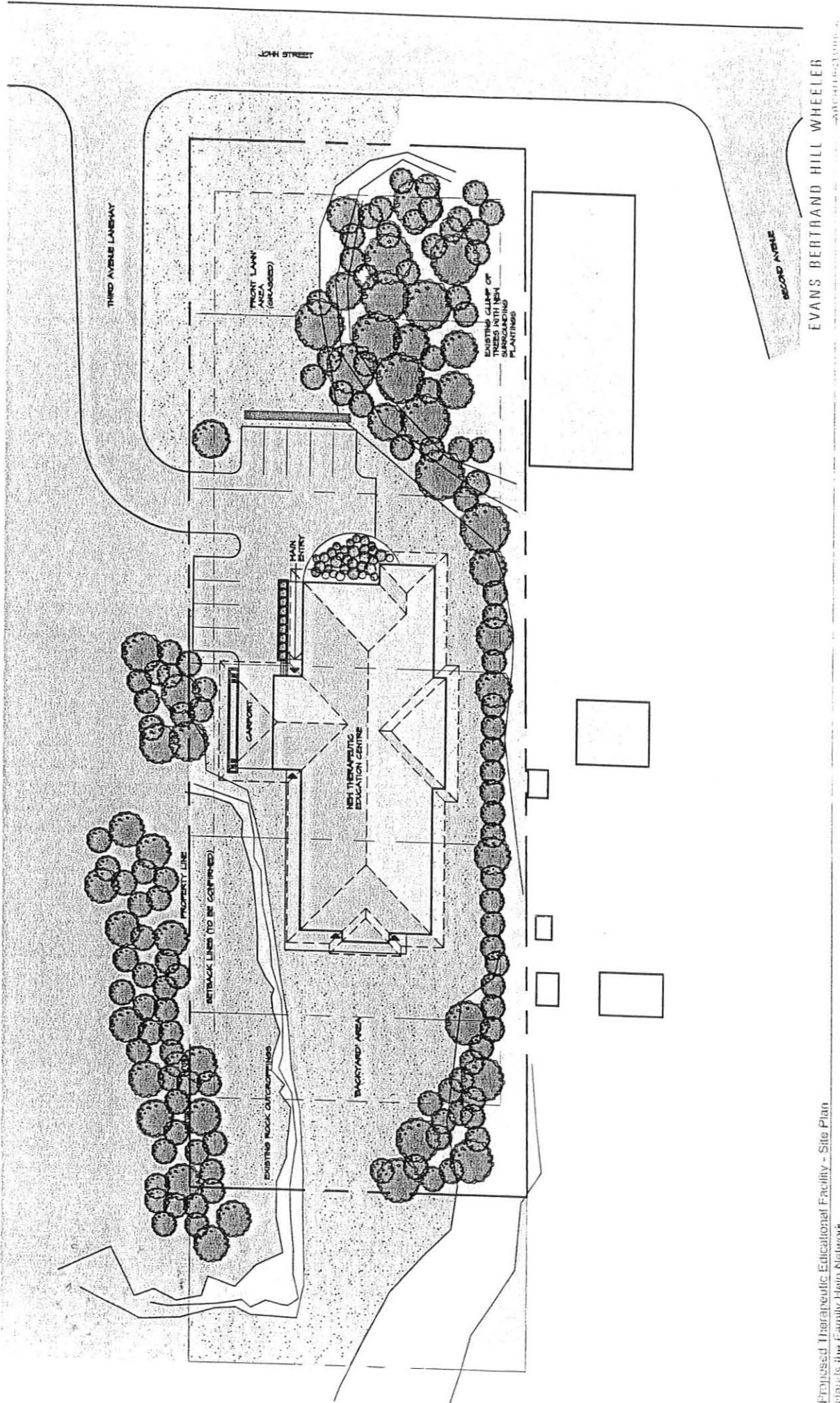
SCHEDULE B



Proposed Therapeutic Educational Facility
Hands the Family Help Network
November 30, 2010

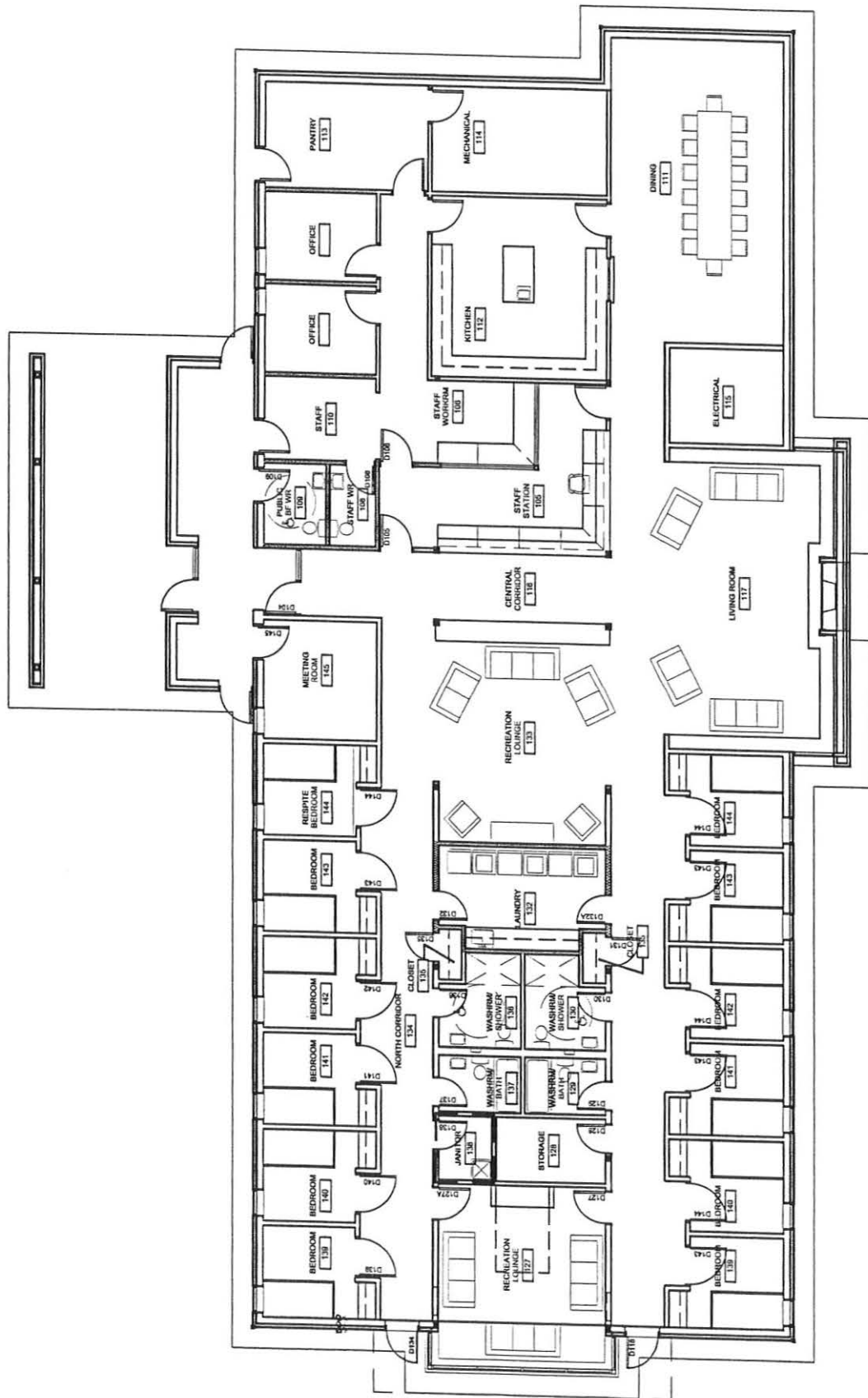
EVANS BERTRAND HILL WHEELER

ARCHITECTURE PC



Proposed Therapeutic Educational Facility - Site Plan
 Prepared for the Family Help Network

Scale: 1:100
 Date: February 2010



MAIN BUILDING AREA = 612.4 m² (6593 sf)
 CARPORT = 50.7 m² (543.5 sf)

CS-2011-05

Draft recommendation:

- "That a) the Summer in the Park Committee be granted permission to plan an expanded 2011 Summer in the Park event in and about Lee Park and other areas of the Waterfront from Friday, July 29, 2011 to Sunday, July 31, 2011 inclusive; and
- b) the expanded event include:
- i) A variety of activities and attractions similar to previous Summer in the Park events held in and around Lee Park. The majority of these activities are offered at no charge to the public with some, such as the midway and helicopter rides, charging an admission fee;
 - ii) The addition of the Country Open Singing Competition to free activities being hosted in Lee Park; and
 - iii) The addition of music concerts presented at a waterfront stage location. The purchase of a \$20 wristband will be required to attend the concerts."

City of North Bay

Report to Council

Report No: CSBU 2010 - 20

Date: February 7, 2011

Originator: Jerry D. Knox, Managing Director, Community Services

Subject: 2011 Summer in the Park - Expanded Program

RECOMMENDATION

That the Summer in the Park Committee be granted permission to plan an expanded 2011 Summer in the Park event in and about Lee Park and other areas of the Waterfront from Friday, July 29, 2011 to Sunday, July 31, 2011 inclusive.

The expanded event to include:

- A variety of activities and attractions similar to previous Summer in the Park events held in and around Lee Park. The majority of these activities are offered at no charge to the public with some such as the midway and helicopter rides charging an admission fee.
- The addition of the Country Open singing competition to free activities hosted in Lee Park
- The addition of music concerts presented at a waterfront stage location. The purchase of a \$20 wristband will be required to attend the concerts.

BACKGROUND

Summer in the Park has been operating on the August Civic Holiday weekend in and around Lee Park since 2007. The goal of the event has been to offer a family community/regional event at no charge. Over the past few years the event has grown and evolved. It offers a variety of activities to the community. The majority of the activities are offered at no charge to those who attend with the exception of activities like the Conklin Midway and Helicopter rides.

Last year the committee expanded the event to include two evenings of headliner entertainment and a beverage garden. Bands included Trooper on Sunday and David Usher on Saturday. This resulted in increased attendance at the event.

Last year an estimated 28,000 people attended the event over the course of the weekend. The concerts drew an estimated additional 11,000 people to the event. This resulted in positive response from vendors on site who saw an increase in business.

Past surveys completed at the event have indicated that people in attendance were 50% local and 50% out of town. Feedback to the event organizers from participating businesses and groups as well as those in attendance has been positive.

The total cost of the 2010 event was \$162,000 including all event activities and evening entertainment. (See Attached - 2010 Summer in the Park Financials Final)

Event Surplus

Over the course of the past four years the Summer in the Park event has recovered all costs associated with the events. The costs were recovered through sponsorship, midway sponsorship, grant funds, and an annual municipal contribution that has ranged from \$10,000 to \$40,000 in 2010.

For each of the events over the past four years, final event financials have resulted in a net surplus. These surplus funds have been put into an event reserve. A total of \$103,807.84 has been allocated to the reserve over the past four years as follows:

Surplus 2007	\$26,233.00
Surplus 2008	\$22,979.79
Surplus 2009	\$42,924.33
Surplus 2010	\$16,670.72
Total surplus to date	\$108,807.84

The reserve may be accessed through Council approval to support future event initiatives or in the case of future event shortfalls. The Committee has Council's approval through *Resolution 2010-710, passed by Council Monday, December 13, 2010* to access \$40,000.00 towards program expansion of the 2011 event. (Copy Attached)

2011 SITP

At recent meetings of the Summer in the Park (SITP) Organizing Committee (See list attached) discussions have centered on expanding the event in an effort to attract a larger number of visitors from out of town. This in turn will make the event an economic generator for the local business and tourism sector. To achieve this, the Committee is recommending the addition of the Country Open to the Lee Park activities and the addition of evening concerts at the traditional waterfront stage across from the marina.

Country Open

Over the course of the last few months representatives of the Country Open Committee and the SITP Committee have been discussing the potential for the events joining for the 2011 Summer in the Park event.

The Country Open event has taken place the last weekend August for the past 5 years. Prior to this it was part of the Heritage Festival for many years. The Country Open's representative has indicated that the merging of the events would benefit both events by reducing duplication in the areas of volunteer time, event marketing and sponsorship. Pooling these resources will reduce combined efforts and effectively utilize sponsorship dollars available in the community. The singing competition traditionally attracts 2,500 people to the park. The event will take place at the main stage in Lee Park where local and headliner acts were presented at previous SITP events. Children's activities previously held at the main stage will be move to a smaller second stage location in the park.

The cost to SITP to host the County Open is estimated to be \$43,600. This includes stage, sound, judging expenses, prize money and the associated beer garden. Costs will be offset through sponsorship, and beer garden revenue. The current Country Open Committee will work with SITP to coordinate the event. They will assist with contacting potential participants, taking registration, assisting with raising sponsorship dollars by contacting previous donors, coordination of the judging of the event; and logistics related to the event on the event weekend. The ongoing support of Harley and the current Country Open organizing committee will greatly assist the process of integrating the two events.

Waterfront Concerts

With the success of the headliner entertainment featured at last years SITP event, this year's organizing committee is recommending that the event further expand the musical entertainment at the 2011 event to include 2-3 evening concerts. It is anticipated that evening concerts would attract 10,000 people.

With the Country Open taking place in Lee Park there is not the space to accommodate two main stage areas. The Committee is recommending that the second stage for the evening concerts be placed at the waterfront.

The Committee is proposing that the concerts take place on no less than two evenings and potentially three evenings over the course of the weekend. The waterfront stage would open at 5:00 p.m. with entertainment scheduled until approximately 11:00 p.m. The availability and cost of entertainment will determine the number of days and the scheduling of the concerts.

The Committee's proposed budget includes \$90,000 to cover the cost of music for evening concerts. This is in addition to the cost of staging, sound and lighting, electricians, and labor, totaling \$58,800. The costs related to security and policing are estimated to be \$50,550.

Including these in addition to other minor expenses, the total estimated cost of the waterfront concerts is approximately \$242,255 (not including Country Open and traditional Lee Park activities).

Wristbands

In order to cover the majority of the expenses the Committee is proposing that wrist bands be sold to those wishing to attend the evening concerts at an amount of \$20.00 per band. The Committee has targeted to sell 10,000 bands @ \$20 each to secure offsetting revenue of \$200,000.

The Committee feels that the sale of 10,000 wristbands is well within reach based on past wristband sales associated with previous Festival events. In the last few years of Heritage Festival the number of wristbands sold was as follows:

1999	36,063 wristbands sold @ \$10 in advance and \$15 at gate
2000	31,626 wristbands sold @ \$15 in advance and \$20 at gate
2001	35,601 wristbands sold @ \$15 in advance and \$20 at gate
2002	30,411 wristbands sold @ \$20 in advance and \$25 at gate
2004	14,000 wristbands sold
2005	23,650 wristbands sold
2006	22,683 wristbands sold 7837 @ \$20.00 advance (to June 30 th) and 14,846 @ \$25 advance (after June 30 th) and at the gate

Financials

The total proposed expenses for the expanded event total \$447,900. (2011 Summer in the Park Proposed Budget attached)

This includes traditional programming at Lee Park with the addition of the Country Open and evening music concerts at the Waterfront Stage. Expenses for the event will be offset through the following:

Sponsorship (Includes Spring Midway)	\$60,000.00
City Contribution	\$40,000.00
Vendor/Revenue Concessions	\$25,000.00
Midway (SITP Only)	\$55,000.00
Wristband Sales	\$200,000.00
Misc. Revenue	\$900.00
*Celebrate Ontario	\$0.00

*Canadian Heritage	\$0.00
Beer Garden At Waterfront	\$12,000.00
Reserve Funds	\$40,000.00
Country Open Revenue	\$15,000.00
*Summer Student Subsidy	\$0.00
TOTAL	<u>\$447,900.00</u>

*Note: Applications have been made for grant funding to: Celebrate Ontario. This year \$40,000 applied for. The event received \$0 in 2010. Through the Canadian Heritage Fund \$20,000 has been applied for this year. In 2010 the event received \$8,000.

The City also makes application for grants to offset student wages. In 2010 this amounted to \$1,544 with the average amount received over the past few years being \$1,200.

Because these funds are not guaranteed they are not reflected in the budgeted amounts. Should the applications be successful the funds offset the planned event expenses.

ANALYSIS / OPTIONS

There are three options for City Council in this matter.

Option 1 – Approve the request as presented

If Council is satisfied with the request as presented, Council should approve the Summer in the Park Committee's Recommendation.

Option 2 – Grant the request in an amended form

If Council is not satisfied with the request as presented, but wants the event to proceed, Council could grant the request by amending the Recommendation to suit its concerns. Depending upon the amendments made, the Event Committee may need to review its methodology for the undertaking of the event.

Option 3 – Decline to grant the request as presented

If Council is not satisfied with the request as presented, Council could decline the committee's request. A refusal to grant the request for permission to hold the event could result in the event not proceeding this year or the Committee may revert to an event similar to 2010.

RECOMMENDED OPTION / FINANCIAL IMPLICATIONS

On behalf of the Summer in the Park Committee the recommendation for Council's consideration is

Option 1 – Approve the request as presented

That the Summer in the Park Committee be granted permission to plan an expanded 2011 Summer in the Park event in and about Lee Park and other areas of the Waterfront from Friday, July 29, 2011 to Sunday, July 31, 2011 inclusive.

The expanded event to include:

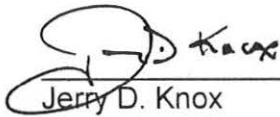
- A variety of activities and attractions similar to previous Summer in the Park events held in and around Lee Park. The majority of these activities are offered at no charge to the public with some such as the midway and helicopter rides charging an admission fee.
- The addition of the Country Open singing competition to free activities hosted in Lee Park
- The addition of music concerts presented at a waterfront stage location. The purchase of a \$20 wristband will be required to attend the concerts.

Financial Implications

The City contributes \$40,000 towards the operation of the event as well as Parks Resources. In addition, Council has approved the use of \$40,000 from the Summer in the Park Reserve account.

For the past four years the event has had a revenue surplus which has been allocated to the reserve account. There is currently a balance of \$68,807.74 in the Summer in the Park Reserve account. In the event of a financial shortfall the City would be responsible however this reserve could be utilized.

Respectfully submitted,



Jerry D. Knox
Managing Director, Community Services

JK/SK/dlb

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I support this report being brought forward for Council's consideration



David G. Linkie
Chief Administrative Officer

Person designated for continuance: Community Event Facilitator

attach(s): 2010 Summer in the Park Financials Final
Council Resolution 2010-710
2011 Summer in the Park Proposed Budget
2011 Summer in the Park Committee

Copy; Chief Administrative Officer
Director Parks, Recreation and Leisure Services
Manager Recreation and Leisure Services
Community Event Facilitator
Derek Shogren, Chair, Summer in the Park

2010 Summer in the Park

Summary of Revenues

	<u>09 Actual</u>	<u>10 Projected</u>	<u>10 Actual to Date</u>
Sponsorship (Includes Spring Midway)	\$32,751.83	\$50,000.00	\$46,248.86
City Contribution	\$10,000.00	\$40,000.00	\$40,000.00
Vendor/Revenue Concessions	\$16,448.58	\$16,500.00	\$18,126.31
Midway (SITP Only)	\$44,591.10	\$40,000.00	\$45,846.00
Misc. Revenue	\$338.04	\$300.00	\$651.60
Celebrate Ontario	\$37,500.00	\$0.00	\$0.00
Canadian Heritage	\$20,000.00	\$8,000.00	\$8,000.00
NECO	\$0.00	\$0.00	\$0.00
NOHFC	\$0.00	\$0.00	\$0.00
Beer Garden	\$0.00	\$0.00	\$3,174.34
TD Friends of The Environment Grant	\$0.00	\$0.00	\$10,000.00
Summer Student Subsidy	\$1,544.00	\$0.00	\$1,668.00
TOTAL	\$163,173.55	\$154,800.00	\$173,715.11

Summary of Expenditures

Administration	\$466.70	\$6,100.00	\$5,781.55
Student Salary	\$8,054.82	\$8,500.00	\$5,178.63
Marketing	\$4,307.40	\$10,000.00	\$5,439.40
Stage	\$9,472.50	\$14,000.00	\$14,793.87
Evening Musical Entertainment	\$11,415.83	\$40,000.00	\$35,369.38
Daytime Programming	\$49,115.51	\$29,050.00	\$32,376.65
Emergency Services & Security	\$9,819.03	\$13,250.00	\$13,900.42
Facilities	\$25,882.28	\$31,400.00	\$30,683.06
Volunteer Services	\$1,715.15	\$2,500.00	\$1,605.13
Beer Garden	\$0.00	\$0.00	\$2,910.34
Waterbottle Giveaway	\$0.00	\$0.00	\$9,005.76
Contingency Fund			\$5,000.00
TOTAL	\$120,249.22	\$154,800.00	\$162,044.19
Surplus/Deficit	\$42,924.33	\$0.00	\$11,670.92

file Summer in the Park 2011

RECEIVED
CITY OF NORTH BAY

DEC 21 2010

PLANNING
SERVICES

INTER OFFICE

MEMO

Council Secretariat

To: Jerry Knox
From: Catherine Conrad
Subject: Summer in the Park
Date: 17 December 2010

This is Resolution No. 2010-710 which was passed by Council at its Regular Meeting held Monday, December 13, 2010

Resolution No. 2010-710:

- "That 1) City Council authorize the Mayor and City Clerk to execute an Agreement with the North Bay & District Chamber of Commerce for the purpose of co-hosting the Summer in the Park Festival at Lee Park;
- 2) Councillor Lawlor, Councillor Bain and the Managing Director of Community Services be appointed to the Summer in the Park Festival Committee and Mayor McDonald be appointed as an ex officio member; and
- 3) City Council authorize the Chief Financial Officer to release up to \$40,000.00 from the Summer in the Park's reserve for the 2011 event."

Please provide me with three (3) signed copies of the contract for execution on our behalf.

C. Conrad

Catherine Conrad,
City Clerk.

CMC/cjc

Copy to: Councillor Lawlor
Councillor Bain
North Bay & District Chamber of Commerce
Margaret Karpenko
I.G. Kilgour

2011 Summer in the Park - Projected Budget

Summary of Revenues

Projected

Sponsorship (Includes Spring Midway)	\$60,000.00
City Contribution	\$40,000.00
Vendor/Revenue Concessions	\$25,000.00
Midway (August Long Weekend Only)	\$55,000.00
Wristband Sales	\$200,000.00
Miscellaneous Revenue	\$900.00
Waterfront Beer Garden	\$12,000.00
Reserve Funds	\$40,000.00
Country Open Revenue	\$15,000.00

TOTAL

\$447,900.00

Summary of Expenditures

Administration	\$8,620.00
Admissions	\$8,040.00
Student Salary	\$9,005.00
Marketing	\$21,145.00
Main Stage	\$56,800.00
Evening Musical Entertainment (Waterfront)	\$127,500.00
Lee Park Programming	\$44,180.00
Country Open	\$43,600.00
Emergency Services & Security	\$50,550.00
Facilities	\$60,450.00
Volunteer Services	\$7,010.00
Beer Garden at Waterfront	\$11,000.00

TOTAL

\$447,900.00

Surplus/Deficit

\$0.00

2011 Summer in the Park Committee

Voting Members

Derek Shogren, Chamber of Commerce Representative and Summer in the Park Chair
Patti Carr, Chamber of Commerce Representative
Jake Lacourse, Chamber of Commerce Representative

Mac Bain, City of North Bay Councilor
Sean Lawlor, City of North Bay Councilor

Jerry Knox, City of North Bay Representative

Non Voting Members

Mayor Al McDonald, Ex Officio

Dan Webber, North Bay Police Services

Erin Vaughan, Community Event Facilitator, City Representative
Sharon Kitlar, City of North Bay Representative
David Schroeder, City of North Bay Representative

Volunteer members as determined