



Council

Agenda

**Regular Meeting of Council
November 12, 2013
at 7:00 p.m.**

MEETINGS

**FOR THE WEEK OF
NOVEMBER 12TH, 2013**

Tuesday, November 12, 2013

7:00 p.m.

Regular Meeting of Council
Council Chambers, 2nd Floor

**THE CORPORATION OF THE CITY OF NORTH BAY
REGULAR MEETING OF COUNCIL HELD
TUESDAY, NOVEMBER 12TH, 2013**

PUBLIC PRESENTATIONS:

Zoë Couch	re Economic Impact of East Energy Pipeline
Kelly Anne Smith	re TransCanada Pipeline – Drinking Water Concerns (Trout Lake)

PUBLIC MEETING MINUTES:

Monday, October 28, 2013
Monday, November 4, 2013

COMMITTEE REPORTS:

Community Services Committee Report No. 2013-24
Engineering & Works Committee Report No. 2013-02

CORRESPONDENCE:

1. Rezoning application by Miller & Urso Surveying Inc. on behalf of 2259031 Ontario Inc. – Gait Street (D14/2013/22590/GALTST).
2. Plan of Condominium by Miller & Urso Surveying Inc. on behalf of Elisa Giustra – 388 McKee Drive (D07/2013/GIUST/MCKEE).
3. Elected Official Invoice Register (F14/2013/EOIR/GENERAL).
4. Report from Catherine Conrad dated October 24, 2013 re Municipal Election 2014 – Appointment of Compliance Audit Committee (C07/2013/ELECT/GENERAL).
5. Report from Catherine Conrad dated October 24, 2013 re Municipal Election 2014 – “Lame Duck Council” – Restricted Acts of Council after Nomination Day (C07/2013/ELECT/GENERAL).
6. Report from Catherine Conrad dated October 24, 2013 re Municipal Election 2014 – “Questions on the Ballot” (C07/2013/ELECT/GENERAL).

7. Report from Jerry Knox dated November 5, 2013 re North Bay Fire and Emergency Services (H05/2013/FIRE/GENERAL).
8. Report from John Severino dated November 5, 2013 re Municipal Endorsement of Solar Rooftop FIT Project by 2391395 Ontario Inc. – Roof of 300 Lakeshore Drive (E06/2013/FIT/300LSD).
9. Report from Laura Boissonneault & Margaret Karpenko dated November 5, 2013 re 2014 Administration Recommended Operating Budget (F05/2014/OPEBU/GENERAL).

General Government – First, second and third readings:

By-Law No. 2013-214 to confirm proceedings of the Meeting of Council on October 28, 2013.

MOTIONS:

MOTION TO ADJOURN IN-CAMERA:

IN-CAMERA CORRESPONDENCE:

10. ***Confidential*** report from Peter Leckie dated November 6, 2013 re Property Matter.

MOTION TO RECONVENE:

MOTION FOR RECONSIDERATION:

GIVING NOTICE:

ADJOURNMENT:

**MINUTES OF THE REGULAR MEETING
OF CITY COUNCIL
HELD MONDAY, OCTOBER 28TH, 2013**

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

PUBLIC PRESENTATIONS:

Irene Pelletier	re Thank You
Dave Plumstead & Tom Belanger	re 10 Year Housing & Homeless Plan
Derek Shogren (Chamber of Commerce)	re Budget Presentation
Abby Frangione	re Wine Gala

CORRESPONDENCE:

Olga Rota & GAP Construction Ltd.	re Rezoning & Official Plan Amendment applications – Birch’s Road & Lakeshore Drive	(599)
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REPORTS FROM OFFICERS:

Conrad, C.	re Appointments to the Committee of Adjustment	(607)
Conrad, C.	re Appointment to the North Bay Public Library Board	(608)
Fralic, K.	re Small, Rural and Northern Municipal Infrastructure Fund application	(600)
Hillier, B.	re Proposed Radio Antenna Tower – Bourke Street and Gormanville Road	(601)
Knox, J.	re Fire Services	(612)

Res. #2013-598: Moved by Councillor Bain, seconded by Councillor Maroosis
That minutes for the public meetings held on:

- Tuesday, October 15, 2013;
- Monday, October 21, 2013; and
- Tuesday, October 22, 2013

be adopted as presented.

"CARRIED"

Res. #2013-599: Moved by Councillor Mendicino, seconded by Councillor Mayne
That the Rezoning and Official Plan Amendment applications by Miller & Urso Surveying Inc. on behalf of Olga Rota & GAP Construction Ltd. – Birch’s Road & Lakeshore Drive be received.

"CARRIED"

Res. #2013-600: Moved by Councillor Mendicino, seconded by Councillor Mayne
That 1) Council certify all information contained in the City’s Expression of Interest to the Small, Rural and Northern Municipal Infrastructure Fund is true and accurate;
2) Council confirm its intention to complete the City of North Bay’s Comprehensive Asset Management Plan by December 31st, 2013;

- 3) Council confirm its intention to make the City's Comprehensive Asset Management Plan publicly available online on the City of North Bay website by May 30th, 2014; and
- 4) Council confirm the reconstruction of the John Street Bridge will be completed by December 31st, 2015.

Record of Vote (*Upon request of Councillor Mendicino*)

Yeas: Councillors Mendicino, Bain, Campbell, Koziol, Lawlor, Anthony, Vaillancourt, Maroosis, Mayne, Mayor McDonald

Nays: Nil

"CARRIED"

Res. #2013-601: Moved by Councillor Mendicino, seconded by Councillor Mayne
That Council offer no objections to the telecommunication tower proposed to be located at 849 Beattie Street (Bourke Street Playground) and on Gormanville Road, as shown as Schedules "A" & "B" attached to Report to Council CSBU 2013-100 dated October 22, 2013.

"CARRIED"

Res. #2013-602: Moved by Councillor Lawlor, seconded by Councillor Anthony
That the following by-laws be read a first and second time:

By-Law No. 2013-210 to amend By-Law No. 2013-111, being a by-law to authorize the Ski Club Road Storm Sewer.

By-Law No. 2013-212, being a by-law to confirm proceedings of the Meeting of Council on October 15, 2013.

By-Law No. 2013-213 to authorize the submission of an application to the Ontario Infrastructure and Lands Corporation ("OILC") for financing certain ongoing Capital Works of the Corporation of the City of North Bay (the "Municipality"); to authorize Temporary Borrowing from OILC to meet expenditures in connection with such works; and to authorize Long Term Borrowing for such works through the issue of debentures to OILC.

"CARRIED"

Res. #2013-603: Moved by Councillor Lawlor, seconded by Councillor Anthony
That the following by-laws be read a third time and passed:

By-Law No. 2013-210 to amend By-Law No. 2013-111, being a by-law to authorize the Ski Club Road Storm Sewer.

By-Law No. 2013-212, being a by-law to confirm proceedings of the Meeting of Council on October 15, 2013.

By-Law No. 2013-213 to authorize the submission of an application to the Ontario Infrastructure and Lands Corporation ("OILC") for financing certain ongoing Capital Works of the Corporation of the City of North Bay (the "Municipality"); to authorize Temporary Borrowing from OILC to meet expenditures in connection with such works; and to authorize Long Term Borrowing for such works through the issue of debentures to OILC.

"CARRIED"

Res. #2013-604: Moved by Councillor Mendicino, seconded by Councillor Mayne
That the following by-law be read a third time and passed:

By-Law No. 2013-195 to rezone certain lands on Hughes Road
(Neil & Wendy Luxton – 165 Hughes Road).

"CARRIED"

Res. #2013-605: Moved by Councillor Lawlor, seconded by Councillor Anthony
That Council adjourn in-camera pursuant to section 239.(2) of
the *Municipal Act, 2001*, as amended, at 8:23 p.m. for the
following reasons: Items 4, 5 and 7, being personal matters
about identifiable individuals; and Item 6, being the potential
disposition of lands by the Municipality.

"CARRIED"

Res. #2013-606: Moved by Councillor Lawlor, seconded by Councillor Anthony
That Council reconvene at 10:48 p.m.

"CARRIED"

Res. #2013-607: Moved by Councillor Lawlor, seconded by Councillor Anthony
That 1) Council appoint Bryan Maille, David Wylie and Donald
Young to the Committee of Adjustment for a term to
expire November 30, 2014; and
2) Council appoint Councillor Koziol to the Committee of
Adjustment for a term to expire October 27, 2014.

"CARRIED"

Res. #2013-608: Moved by Councillor Anthony, seconded by Councillor Bain
That Council appoint Deputy Mayor Lawlor to the North Bay
Public Library Board effective November 1, 2013, for a term to
expire November 30, 2014.

"CARRIED"

Res. #2013-609: Moved by Councillor Lawlor, seconded by Councillor Anthony
That the Council Meeting be extended beyond 11:00 p.m.

"CARRIED"

Res. #2013-610: Moved by Councillor Lawlor, seconded by Councillor Anthony
That Council adjourn in-camera pursuant to section 239.(2) of
the *Municipal Act, 2001*, as amended, at 10:49 p.m. for the
following reason: Item 7, being personal matters about
identifiable individuals.

"CARRIED"

Res. #2013-611: Moved by Councillor Lawlor, seconded by Councillor Anthony
That Council reconvene at 11:28 p.m.

"CARRIED"

Res. #2013-612: Moved by Councillor Mendicino, seconded by Councillor Mayne
That 1) The Chief Administrative Officer and Fire Chief
communicate with the North Bay Professional
Firefighters' Association to see if they have suggestions
to reduce and control fire costs; and
2) A report be prepared for Council's consideration.

"CARRIED"

October 28, 2013

Res. #2013-613: Moved by Councillor Marosis, seconded by Councillor Bain
That this Regular Meeting of Council do now adjourn at 11:28
p.m.

"CARRIED"

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

**MINUTES OF THE COMMITTEE MEETING
OF CITY COUNCIL
HELD NOVEMBER 4TH, 2013**

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

COMMUNITY SERVICES COMMITTEE:

The following item was dealt with:

CS-2013-25 *Public Meeting Held under the Municipal Act*

Report from Elizabeth Courville dated September 10, 2013
Re: Proposed Amendments to Sign By-Law No. 2006-143

Councillor Mendicino explained the purpose of the Public Meeting.

The City Clerk advised that notice of the meeting was given by prepaid first class mail on the 5th day of October, 2013 and on the 12th day of October, 2013.

Elizabeth Courville and Beverley Hillier explained the purpose of the proposed amendments.

Councillor Mendicino asked for public presentations in support of or objecting to the proposed amendments.

No presentations were made.

Direction: Committee Report be brought forward to Council on November 12th, 2013.

GENERAL GOVERNMENT COMMITTEE:

The following item was dealt with:

GG-2013-10 *Public Meeting Held under the Municipal Act.*

Report from Laura Boissonneault/Lorraine Rochefort dated September 20, 2013 re: 2014 Water and Sanitary Sewer Rates.

Deputy Mayor Lawlor explained the purpose of the Meeting.

The City Clerk advised that notice of the meeting was given by prepaid first class mail on the 5th day of October, 2013 and on the 12th day of October, 2013.

Deputy Mayor Lawlor asked for public presentations in support of or objecting to the proposed rates.

Presentations:

Don Rennick –North Bay

- Representing the North Bay Taxpayers Association
- Copy of presentation provided
- Requesting Council to extend the process into 2014 so that actual 2013 numbers are available and to determine if a surplus is available

B.J. Szabicoť – North Bay

- 0% option includes reducing staffing
- Was there actual discussion regarding this option?

ENGINEERING & WORKS COMMITTEE:

The following item was dealt with:

EW-2013-01 Report from Laura Boissonneault/Margaret Karpenko dated September 20, 2013 Re: 2014 Water and Sewer Administrative Recommended Operating Budget.

Direction: Committee Report be brought forward to Council on November 12th, 2013.

GENERAL GOVERNMENT COMMITTEE:

The following items were dealt with:

GG-2013-10 Report from Laura Boissonneault/Lorraine Rochefort dated September 20, 2013 re: 2014 Water and Sanitary Sewer Rates.

Direction: Item to remain on Committee. To be brought back to Committee Meeting on November 18, 2013.

GG-2011-16 Report from C.M. Conrad dated August 2, 2011 Re: Election Campaign Signs

Direction: Item to remain on Committee. To be brought back at a later date.

Committee Meeting of Council adjourned at 9:23 p.m.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

**MINUTES OF THE PUBLIC MEETING OF
CITY COUNCIL HELD UNDER THE *MUNICIPAL ACT*
HELD MONDAY, NOVEMBER 4TH, 2013**

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

1. Proposed amendments to Sign By-Law

Councillor Mendicino explained the purpose of the meeting.

The City Clerk advised that notice of the meeting was given by advertisements in the North Bay Nugget on the 5th day of October, 2013 and on the 12th day of October, 2013.

Elizabeth Courville and Beverley Hillier explained the purpose of the proposed amendments.

Councillor Mendicino asked for public presentations in support of or objecting to the proposed amendments to the Sign By-Law.

No presentations were made.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

**MINUTES OF THE PUBLIC MEETING OF
CITY COUNCIL HELD UNDER THE *MUNICIPAL ACT*
HELD MONDAY, NOVEMBER 4TH, 2013**

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

1. Water and Sanitary Sewer Rates

Councillor Lawlor explained the purpose of the meeting.

The City Clerk advised that notice of the meeting was given by advertisements in the North Bay Nugget on the 5th day of October and 12th day of October, 2013.

Councillor Lawlor asked for public presentations in support of or objecting to the proposed rates.

1. Don Rennick
 - Representing the North Bay Tax Payers Association
 - Copy of presentation provided
 - Requesting Council to extend the process into 2014 so that actual 2013 numbers are available and to determine if a surplus is available
2. B. J. Szabicot
 - 0% option includes reducing staffing
 - Was there actual discussion regarding this option?

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

COMMUNITY SERVICES COMMITTEE REPORT NO. 2013-24

November 12, 2013

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

Your Worship and Councillors:

The Community Services Committee presents Report No. 2013-24 and recommends:

1. That Council approve the proposed amendment to Sign By-Law No. 2006-143, Section 11.1 by permitting signage on ball field backstops at Veterans' ball field and all three (3) ball fields at the Steve Omischl Sports Field Complex.

All of which is respectfully submitted.

	ASSENTS	DISSENTS
MENDICINO (CHAIR)	_____	_____
MAYNE	_____	_____
VAILLANCOURT	_____	_____
MAYOR McDONALD	_____	_____

ENGINEERING & WORKS COMMITTEE REPORT NO. 2013-02

November 12, 2013

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

Your Worship and Councillors:

The Engineering & Works Committee presents Report No. 2013-02 and recommends:

1. That Council approve the Recommended 2014 Water & Sanitary Sewer Operating Budget as set out in Report to Council CORP 2013-100 from Laura Boissonneault and Margaret Karpenko dated September 20, 2013.

All of which is respectfully submitted.

	ASSENTS	DISSENTS
VREBOSCH (CHAIRMAN)	_____	_____
KOZIOL	_____	_____
CAMPBELL	_____	_____
MAYOR McDONALD	_____	_____



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

Planning Services 5th Floor, City Hall
Direct: (705) 474-0626, Ext. 2409
Fax: (705) 474-5928
Watts: 1-800-465-1882
Email: peter.carello@cityofnorthbay.ca
Web: www.cityofnorthbay.ca

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October 21, 2013

Miller & Urso Surveying Inc.
1501 Seymour Street
North Bay, On P1A 0L5

Atten: Rick Miller

Dear Mr. Miller:

Re: Proposed Zoning By-law Amendment by Miller & Urso Surveying Inc. on behalf of 2259031 Ontario Inc. for Part Block 1, Plan M5, Part 1 on Plan 36R-13103, PIN No. 49156-1057 (LT) - Galt Street, City of North Bay

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

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

We will commence processing of the application immediately. Should you require any additional information, please feel free to contact me at (705) 474-0400 (ext. 2409).

Sincerely,

D. Brookes

for Peter Carello
Senior Planner, Current Operations

KF/PC/dlb



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

Planning Services 5th Floor, City Hall
Direct: (705) 474-0626, Ext. 2409
Fax: (705) 474-5928
Watts: 1-800-465-1882
Email: peter.carello@cityofnorthbay.ca
Web: www.cityofnorthbay.ca

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October 25th, 2013

Miller & Urso Surveying Inc.
1501 Seymour Street
North Bay, ON P1A 0C5

Atten: Rick Miller

Dear Mr. Miller,

Re: Plan of Condominium Request by Miller & Urso Surveying Inc. on Behalf of Elisa Guistra for Parcel 17973 Widdifield & Ferris, Part of Lot 17, Concession C, Widdifield, Being Part 7 on Plan 36R8424, Being Part 1 on Plan 36R3621, Except Parts 1 & 2 on Plan 36R3705 & Part 2 on Plan 36R8709, PIN No. 49145-0024 and Parcel 12587 Widdifield & Ferris, Part of Lot 17, Concession C, Widdifield, Being Part 2 on Plan 36R8709, PIN 49145-0029 - 388 McKee Drive in the City of North Bay.

Please accept this letter as our acknowledgement of receipt of the above-noted Condominium application.

We have reviewed the application. Planning Staff have noted the provided Draft Plan of Condominium, prepared on November 21, 2005, does not include information required by Section 51(17) of the Planning Act. In particular the Plan does not show the purpose for which the proposed lots are to be used, the uses of all adjoining lands, natural and artificial features such as buildings or other structures, the availability of domestic water supplies, municipal services available to the land and the nature and extent of any restrictions affecting the lands. Although we will require this updated Draft Plan of Condominium prior to the application being deemed to satisfy the requirements of a "complete" application and being heard by City Council, we will commence processing of the application immediately.

In the event further information is required as a result of a circulated agency request, it will be requested at that time.

Should you require any additional information, please feel free to contact me at (705) 474-0400 (ext. 2409).

Sincerely,

P. Carello

Peter Carello
Senior Planner, Current Operations

PC/dlb

Subject: Elected Official Invoice Register

File No. F14/2013/EOIR/GENERAL

Res. 2013 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That accounts totaling \$11,856,299.72 for September 2013 be approved.

Carried

Carried as amended

Lost

Conflict _____ Endorsement of Chair _____

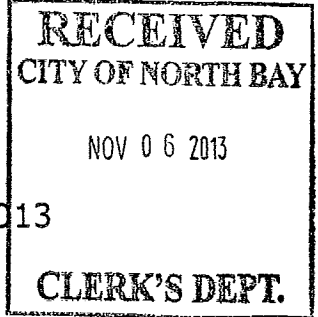
Record of Vote (*Upon Request of Councillor* _____)

Yeas _____	_____	Nays _____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Signature of Clerk _____

CITY OF NORTH BAY
REPORT TO COUNCIL

4



Report No: CORP 2013-115

Date: October 24, 2013

Originator: Catherine Conrad

Subject: Municipal Elections 2014
Appointment of Compliance Audit Committee

RECOMMENDATION

- That: 1. Council appoint a Compliance Audit Committee in accordance with the *Municipal Elections Act*;
2. the Terms of Reference for a Compliance Audit Committee attached to Report No. CORP 2013-115 be adopted; and
3. the City Clerk be authorized to advertise for applications for citizen appointments to the Compliance Audit Committee.

BACKGROUND

Voting Day for a regular municipal election is the 4th Monday in October of the election year. In 2014 Voting Day is Monday, October 27, 2014.

Section 81.1(1) of the *Municipal Elections Act* requires that each council or local board must establish a Compliance Audit Committee. The Committee is to be established before October 1st of an election year.

The Committee must have a minimum of 3 members and a maximum of 7 members and serves for the same term as the council or local board. The Committee is not to include employees or officers of a municipality or local board, members of the council or local board, or persons who are candidates in the election for which the Committee established.

Under the provisions of the *Municipal Elections Act* (the "Act") there are limits on campaign expenses for a municipal election and candidates are required to file financial statements. Any elector, who believes on reasonable grounds that a candidate has contravened the provision of the *Act* relating to election campaign finances, can apply for a compliance audit of the candidate's election campaign finances. The application for a compliance audit must be made in writing to the Clerk within 90 days of the filing of financial statements by the candidate.

Within 30 days of receiving an application the Committee must consider the application and decide whether it should be granted or rejected.

The Committee has the authority:

- to grant or reject a compliance audit application,
- to appoint an auditor to conduct the audit where the application is granted and to receive the results,
- to commence legal proceedings against the candidate for any apparent contravention within 30 days of receiving the auditor's report, and
- make a finding whether or not there were reasonable grounds for making the application if the auditor's report concludes that the candidate did not appear to have contravened a provision of the *Act* relating to their campaign expenses.

In accordance with Section 81.1(4) of the *Act* the Clerk of the municipality or the secretary of the local board shall establish administrative practices and procedures for the committee and shall carry out any of the duties required under the *Act* to implement the Committee's decision.

Compliance Audit Committee members should possess an in-depth knowledge of the campaign finance rules of *Act* so that they can make independent decisions on the merits of an application. As the Committee would operate as a quasi-judicial committee, prior experience on a committee or task force would be an asset.

Compliance Audit Committees were appointed for the 2006 and 2010 Municipal Elections. No applications were made to the Committee under the *Act* for either election.

It is recommended that the attached Terms of Reference be adopted.

This report is being submitted at this time in order that the application process can begin early in the campaign period, which commences on January 2, 2014.

FINANCIAL IMPLICATIONS

Under section 81(9) of the *Municipal Elections Act* the municipality or local board is responsible for any costs related to performing the audit. However, in the event that the auditor's report indicates that there are no apparent contraventions and the Compliance Audit Committee finds that there were no reasonable grounds for the application, the Compliance Audit Committee is entitled to pursue recovery of the auditor's costs from the applicant.

The Compliance Audit Committee's administrative expenses would be funded

from the Municipal Election Operating Budget.

In keeping with Council's previous decision, it is recommended that all appointments be on a volunteer basis and no compensation will be paid.

RECOMMENDED OPTION

- That: 1. Council appoint a Compliance Audit Committee under the *Municipal Elections Act*;
2. the Terms of Reference for a Compliance Audit Committee attached to Report No. CORP 2013-115 be adopted; and
3. the City Clerk be authorized to advertise for applications for the Compliance Audit Committee.
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Respectfully submitted,



Catherine Conrad
City Clerk

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We concur in this report and recommendation.



Managing Director of Corporate
Services – Lea Janisse



Chief Administrative Officer –
Jerry Knox

Personnel designated for continuance: City Clerk

TERMS OF REFERENCE

City of North Bay 2014 Municipal Election Compliance Audit Committee

1. Name:

The name of the Committee is the "City of North Bay 2014 Municipal Election Compliance Audit Committee".

2. Term:

The Committee must be established by the 1st day of October, 2014 and will be appointed for the term of Council. The Committee will meet as required. Meetings will be scheduled when a written compliance audit application is received by the City Clerk.

3. Mandate:

The powers and functions of the Committee are set out in subsections 81(3), (4), (7), (10) and (11) of the *Municipal Elections Act, 1996*. The Committee will be required to:

- (a) consider a compliance audit application received from an elector and decide whether it should be granted or rejected;
- (b) if the application is granted, appoint an auditor;
- (c) receive the auditor's report;
- (d) consider the auditor's report and decide whether legal proceedings should be commenced; and
- (e) recover the costs of conducting the compliance audit from the applicant if there were no apparent contraventions and if there appears to be no reasonable grounds for having made the application.

4. Membership:

The Committee shall be composed of a minimum of three (3) members and no more than seven (7) members, with membership drawn from the following groups:

- (a) accounting and audit – accountants or auditors with experience in preparing or auditing the financial statements of municipal

- candidates;
- (b) academic – college or university professors with expertise in political science or local government administration;
- (c) legal;
- (d) professionals who in the course of their duties are required to adhere to codes of standards of their profession which may be enforced by disciplinary tribunals; and
- (e) other individuals which demonstrated knowledge of the campaign financing rules of the Act.

Members of Council and City staff are not eligible to be appointed to the Committee pursuant to section 81 (3.2)(b) of the Act.

5. Membership Selection:

All applicants will be required to complete an application outlining their qualifications and experience. A Selection Committee consisting of the City Clerk, the City Solicitor and the Chief Administrative Officer will submit a short list of candidates to Council through the Striking Committee.

The selection process will be based upon clearly understood and equitable criteria. Members will be selected on the basis of the following:

- (a) demonstrated knowledge and understanding of municipal election campaign financing rules;
- (b) proven analytical and decision-making skills;
- (c) experience working on a committee, task force or similar setting;
- (d) availability and willingness to attend meetings; and
- (e) excellent oral and written communication skills.

To avoid a conflict of interest, any auditor or accountant appointed to the Committee shall agree, in writing, to not undertake the audits or preparation of the financial statements of any candidates seeking election to City Council. Failure to adhere to this requirement will result in the individual being removed from the Committee.

Those persons who participate as candidates in the 2014 municipal elections, or who conduct audits or provide financial advice in respect to such campaigns, will be disqualified from participation on the Committee.

Members will be appointed by North Bay City Council.

6. Chair:

The Committee members will select a Chair from amongst its members at its first meeting.

7. Staffing and Funding:

Staff from the City Clerk's Office will provide administrative support to the Committee. Administrative expenses will be funded from the Municipal Election Operating Budget.

All appointments are on a volunteer basis and no compensation will be paid.

Legal advice provided by City staff will be limited to generic issues necessary to support the workings of the Committee. The Committee may appoint outside counsel for the purpose of advice, as necessary, on individual applications or prosecutions.

8. Meetings

The Committee will conduct its meetings in public, subject to the need to meet in closed session for a purpose authorized by section 239 of the *Municipal Act, 2001*.

The first meeting will be called by the City Clerk upon receipt of an application to conduct a compliance audit. The date and time of the meeting will be determined by the City Clerk and communicated directly to the committee members. Subsequent meetings will be held at the call of the Chair.

The Chair shall cause notice of the meetings, including the agenda for the meetings, to be provided to members of the Committee a minimum of three (3) days prior to the date of each meeting. Quorum for meetings shall consist of a majority of members of the Committee.

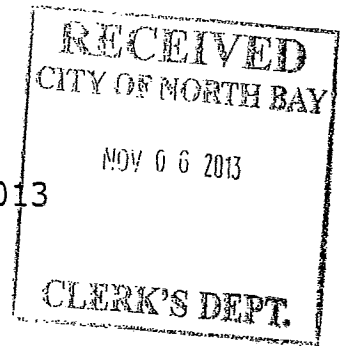
Minutes of each meeting shall outline the specific actions and recommendations that result.

Meetings shall be held at City Hall, 200 McIntyre Street East, North Bay.

Any member of the Committee, who misses three (3) consecutive meetings, without being excused by the Committee, may be removed

from the Committee. The Committee must make recommendations, by a report to Council, for the removal of any members.

The City's website will be used to communicate meeting notices, agendas and decisions.



REPORT TO COUNCIL

Report No: CORP 2013-116

Date: October 24, 2013

Originator: Catherine Conrad

Subject: Municipal Election 2014 – "Lame Duck Council"
Restricted Acts of Council after Nomination Day

RECOMMENDATION

That Report No. CORP 2013-116 (being a report respecting restrictions on the powers of City Council during the 2014 municipal election period) from Catherine Conrad dated October 22, 2013 be received for information purposes.

BACKGROUND

Section 275 of the *Municipal Act, 2001* sets out restricted acts after Nomination Day (Friday, September 12th, 2014) as follows:

"275.(1) **Restricted acts** – The council of a local municipality shall not take any action described in subsection (3) after the first day during the election of the new council on which it can be determined that one of the following applies to the new council that will take office following the election:

1. If the new council will have the same number of members as the outgoing council, the new council will include less than three-quarters of the members of the outgoing council."

"(2) **Basis for determination** – If a determination under subsection (1) is made,
(a) after nomination day but before voting day, the determination shall be based on the nominations to the new council that have been certified and any acclamations made to the new council; or
(b) after voting day, the determination shall be based on the declaration of the results of the election including declarations of election by acclamation."

(3) **Restrictions** – The actions referred to in subsection (1) are,
(a) the appointment or removal from office of any officer of the municipality;
(b) the hiring or dismissal of any employee of the municipality;
(c) the disposition of any real or personal property of the municipality

- which has a value exceeding \$50,000 when it was acquired by the municipality; and
- (d) making any expenditures or incurring any liability which exceeds \$50,000."

- (4) **Exception** – Clauses (3) (c) and (d) do not apply if the disposition or liability was included in the most recent budget adopted by the council before nomination day in the election.
-

OPTIONS ANALYSIS

When Does the "Restricted Acts" Provision Apply?

The provision applies as soon as it can be determined that less than three-quarters of the current members of Council may be returning. As the City of North Bay has eleven members of Council (Mayor + 10 Councillors), the provision applies when it is determined that fewer than nine existing members may be returned.

This determination can be made as early as 4:01 p.m. on Monday, September 15th, 2014. If at that time, fewer than nine existing members of Council have been declared certified candidates then the provision becomes applicable for the balance of the term.

If nine or more members are declared certified candidates, then the only other occasion upon which the determination could be made is when the City Clerk releases the official results of the municipal election. If at that time, less than nine existing members have been declared elected, then the provision applies for the balance of the term.

To What Acts Does the Restriction Apply?

If the restriction becomes applicable, then from that date until the new Council takes office on Monday, December 1st, 2014 (Inaugural Meeting of Council), the existing Council cannot:

1. Appoint or terminate any municipal officer (considered to the City's senior management term, including but not limited to, the Chief Administrative Officer, Solicitor, Treasurer and Clerk);
2. Hire or dismiss any employee of the municipality; although hirings and dismissals below the level of the department head can continue as this power has been delegated to the Chief Administrative Officer;
3. Dispose of any real or personal property which had a value over \$50,000

when it was acquired, except where the disposition was provided for in the approved 2014 Budget, or the property being disposed of by a person or body to whom the power has previously been delegated by Council; or

4. Make any expenditures or incur any other liability which exceeds \$50,000, except where the expenditure or liability was provided for in the approved 2014 Budget, or the expenditure or liability is made or incurred of a person or body to whom the power has previously been delegated by Council.

Other Council Acts and Powers?

If the restricted acts provision is triggered, except for the acts noted above, all the usual acts and powers of City Council continue until the new Council takes office.

If the restricted acts provision is **not** triggered, all of the usual acts and powers of City Council continue until the new Council takes office on December 1, 2014.

RECOMMENDED OPTION

That Report No. CORP 2013-116 (being a report respecting restrictions on the powers of City Council during the 2014 municipal election period) from Catherine Conrad dated October 22, 2013 be received for information purposes.

Respectfully submitted,

CONRAD

Catherine Conrad
City Clerk

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We concur in this report and recommendation.

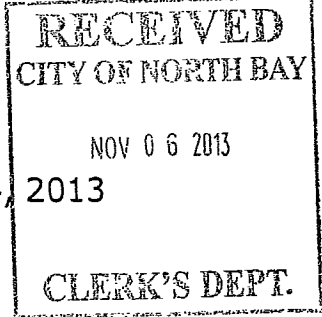
Lea Janisse

Managing Director of Corporate
Services – Lea Janisse

J. Knox

Chief Administrative Officer –
Jerry Knox

Personnel designated for continuance: City Clerk



REPORT TO COUNCIL

Report No: CORP 2013-117

Date: October 24, 2013

Originator: Catherine Conrad

Subject: Municipal Election 2014 – "Questions on the Ballot"

RECOMMENDATION

That Report to Council CORP 2013-117 (Municipal Election 2014 - Questions on the Ballot) from Catherine Conrad dated October 22, 2013 be received for information purposes only.

BACKGROUND

The 2014 Municipal Elections will be held on Monday, October 27, 2014.

Section 8 of the *Municipal Elections Act* (MEA), 1996 provides that a municipal Council may pass a by-law to submit a question to the electors or a by-law requiring elector assent. This by-law must be passed at least 180 days before voting day. The last day for passing such a by-law is April 30, 2014.

While this may seem to be a long way off, there are processes that need to be followed; not the least of which is whether or not Council has even considered its option to place a question on the ballot. If it does, there are rules to follow. Reports and financial calculations will need to be prepared and presented on the matter and the more time that the Council has the better.

A question on the ballot must concern a matter within the jurisdiction of the municipality and may not concern a matter which has been prescribed by the Minister as a matter of provincial interest. Matters of provincial interest are matters where:

- the municipality requires an action by the provincial government in order to implement the results of the question;
- the municipality does not have the authority to implement all aspects of the results of the question;
- the question involves casinos and charities (as defined in the *Ontario Lottery and Gaming Corporations Act, 1999*); or

- the question involves municipal restructuring.

It is recommended that Council consider the following when deciding on whether or not to have a question placed on the ballot:

- the impact on voter turnout;
- the costs of including a question on the ballot – public notice, public meeting, communication to the public;
- costs if the decision is binding; and
- the method of implementing the decision if it is binding.

Before a municipality decides to place a question on the ballot, it must first determine if the implementation of the question is within the municipality's jurisdiction. If the answer is "no", then the municipality cannot proceed.

The question must be clear, concise and neutral and must be capable of being answered by a "yes" or "no". Before passing the by-law directing the submission of a question to the electors, Council must hold a public meeting to consider the matter for which the Clerk shall provide at least 10 days' notice to the public and to the Minister of Municipal Affairs and Housing (the Minister).

Within 15 days of the passing of the by-law, the Clerk must provide notice of the passage of the by-law - which must include the wording of the question in addition to a clear, concise and neutral description of the consequences of the question if it is approved or rejected. This notice is given to the public and to the Minister. In addition, an estimate of the costs, if any, that the municipality may incur in implementing the results of the question must be included in the notice as well as a description of the legislative right to appeal and the last day for filing notice of appeal.

The Minister, or any other person or entity, may appeal the by-law within 20 days of the notice on the grounds that it is either: (1) not clear, concise and neutral or (2) it is incapable of being answered in the affirmative or negative. These are the only grounds for appeal. Appeals are addressed to the Chief Electoral Officer of the Province of Ontario and filed through the Clerk who is required to forward these notices and any other information or material required within 15 days of the final filing date.

The Chief Electoral Officer is then required to hold a hearing within 60 days of receiving the notices of appeal to determine whether the appeals should be dismissed or allowed in whole or in part. If the Chief Electoral Officer allows the appeal in whole or in part, the Chief Electoral Officer may make an order amending the by-law or directing the municipality to amend the by-law.

The process is illustrated on the attached Schedule "A".

Results of the question are binding if at least 50% of the eligible electors vote on the question and of those, more than 50% of the votes are in favour of those results.

If the results are binding and the "affirmative" received the majority of the votes, the municipality is required to do everything in its power to implement the results in a timely manner. This action must be taken between 14 and 180 days after Voting Day.

There are exceptions to implementing a binding question. Conditions under other legislation must be observed prior to implementing a binding question. For example, if there was a binding "yes" vote to build a community centre and a zoning amendment was required, all legislation dealing with the zoning changes would have to be complied with. Implementation can be delayed or cancelled if conditions substantially change. For example, if there was a binding "yes" to build a community centre and the municipality experiences substantial financial difficulties, the municipality has the option not to proceed.

If the results are binding and the "negative" received the majority of the votes, the municipality shall not do anything to implement the matter for a period of 4 years following Voting Day.

RECOMMENDED OPTION

That the Report to Council regarding "Question on the Ballot" be received for information purposes only.

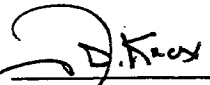
Respectfully submitted,



Catherine Conrad
City Clerk

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We concur in this report and recommendation.



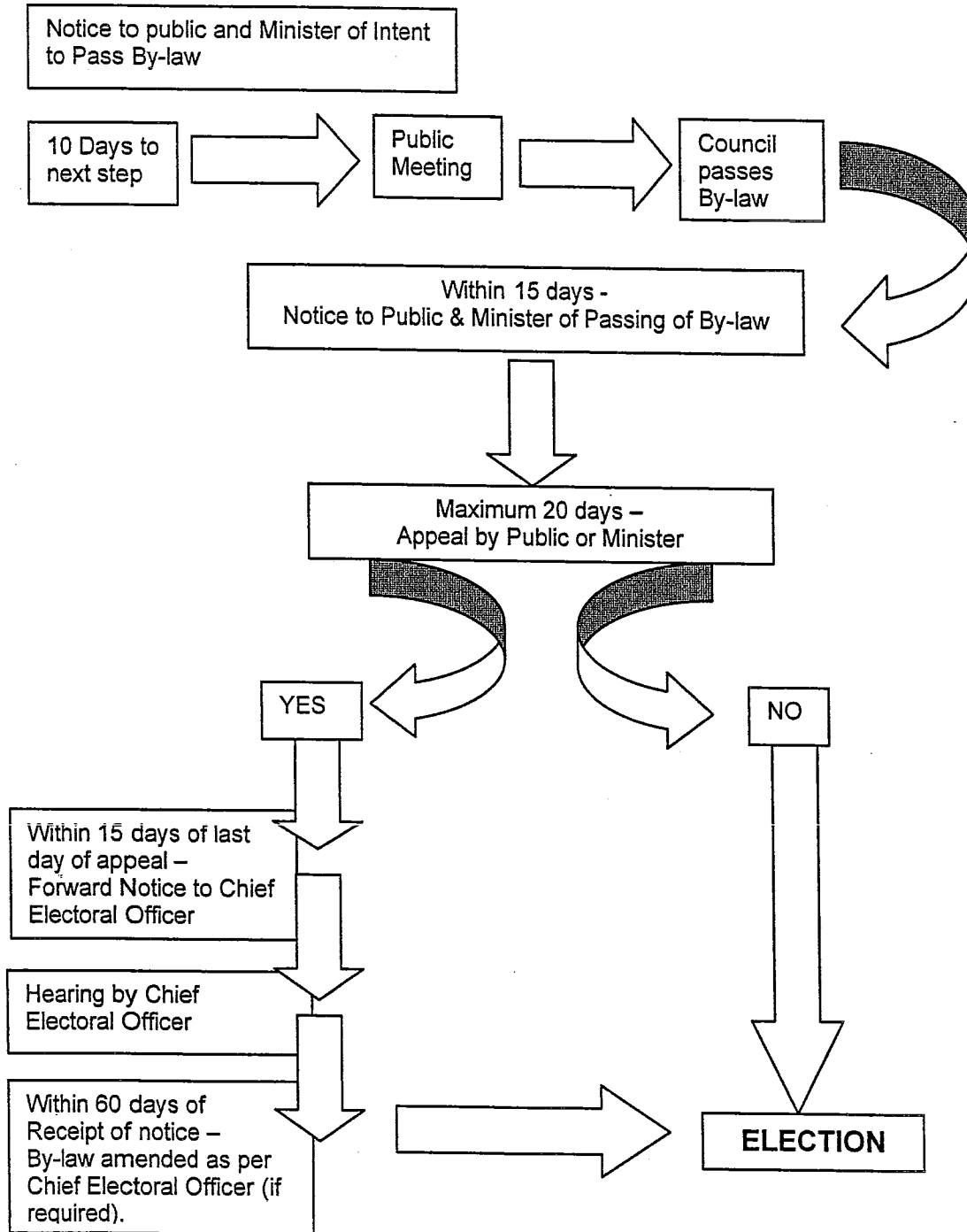
Managing Director of Corporate
Services – Lea Janisse



Chief Administrative Officer –
Jerry Knox

SCHEDULE "A"

The following illustrates the process for a submission of a by-law or question:



City of North Bay

Report to Council

Report No: CAO 2013-09

Date: November 5, 2013

Originator: Jerry Knox
Chief Administrative Officer

Subject: North Bay Fire and Emergency Services

RECOMMENDATIONS

Recognizing Council's interest and desire in providing good service while controlling long-term costs, and understanding the type and level of services provided by Fire Services is defined by Council the recommendation is:

That this report be referred to the Community Services Committee for consideration and review of the following recommendations:

1. That Council concentrate on the level of service provided rather than the Public Fire Protection Classification with the understanding the possible implications on the rating.
 2. That the Development of a Master Fire Plan be referred to the 2015 Capital Budget process.
 3. That Council direct staff to proceed with improving the Fire Services Management Record Software.
 4. That Council supports the FUS recommendation to train fire suppression staff so they can be used in performing dwelling inspections and fire code enforcement to single family dwellings.
 5. That Council direct staff to implement a platoon staffing level of 15 with overtime being called only when the platoon complement falls below 14.
 6. That Council direct staff to revise By-Law No. 2007-13 to reflect the changes in North Bay Fire and Emergency Services.
-

BACKGROUND

While recognizing the good services provided by North Bay Fire and Emergency Services and the professionals working within the department, City Council, like many other municipalities, have raised concerns with respect to the increasing costs of providing these, as well as, other Emergency Services.

Like other Emergency Service providers, the business of Fire Services is to protect life and property which are extremely important to the community and can be extremely sensitive when discussed. There should be no doubt the issue of protecting life and property is important to City Council, staff and the community. Given rising costs and the increased need to manage these costs, an objective view on how risks can be managed and how services may be delivered needs to be undertaken.

Through various motions, discussions and debates, City Council has identified the need to review options associated to Fire Services in an effort to manage risks while controlling costs. On September 3, 2013, City Council directed the CAO to prepare a report with recommendations based on the Underwriters Services Study, as well as other options including staffing levels. **(Attachment 1)**

SERVICES:

Section 2 (1) of the Fire Prevention and Protection Act (FPPA) provides City Council with the authority to determine the level of fire services provided within the community. **(Attachment 2)** With the long standing establishment of a Fire Department, under the FPPA, the City is required to:

- a) Establish a program which includes public education with respect to fire safety and certain components of fire prevention; section 2.(1) (a)
- b) Provide suppression services and may provide other protection services, section 5. (1).

Although the FPPA identifies an established Fire Department “shall” provide suppression services, how these services are provided may be guided by various “best practices” or “accepted standards”; the ultimate or end decision rests with City Council.

City of North Bay By-Law No 2007-13 defines and regulates the services provided by the North Bay Fire and Emergency Services. **(Attachment 3)** Included in these services are fire suppression, fire prevention, fire safety education, training of fire protection personnel, rescue and emergency services and the delivery of all these services including:

- a) Ice/water rescue
- b) Snowmobile Trail Rescue
- c) Chemical, Biological, Radiological, Nuclear Explosives – Operations Level
- d) Vehicle Extrication
- e) First Response/Tiered Response
- f) Airside Crash Fire Rescue
- g) Automatic Aid where contract exists
- h) Contract Services
- i) Confined Space Rescue – awareness level
- j) Trench Rescue – awareness level

In addition Resolution #2004-711 received the Fire Underwriters Survey Grading Report and directed the Fire Chief to report on a strategy to achieve a Public Fire Protection Classification of Class 3 in the Hydrant Protected Area. **(Attachment 4)** Today's services and staffing levels are a result of this initiative.

Another service expected from Fire Services is to lead the development and deployment of the Community Emergency Plan.

Attachment 5 outlines the number of calls responded to by Fire Services over the period 2002-2008 and 2009-2012. The reason for separating these periods is in 2009 there was a change in how calls were recorded. **Attachment 6** provides a broader breakdown of the type of calls Fire Services have responded to.

Also impacting service is the type and makeup of the building stock within the community. With increasing more high rises (over 4 storeys) and with servicing the North Bay Jack Garland Airport, Fire Services requires specialized equipment which in turn impacts capital costs, as well the number of staff working on each piece of equipment.

It should be noted, although the cost of providing the defined services are a concern, there is a level of expectation from the community, staff, Council, affiliated associations and organizations, as well as other levels of government that these services not only be provided, when needed, but as new approaches, standards, best practices, equipment and processes evolve that they be integrated into the service.

STAFFING:

It is well recognized that approximately 92 percent of the Fire Services costs are associated to personnel wages, benefits, personal protective equipment, training etc. It also needs to be acknowledged, given required standards, best practices and expected standards the number of personnel is directly related to the service levels provided.

Although there may be some efficiency gains without impacting services, realistically to undertake significant control on costs the City needs to be prepared to discuss at what level services will be delivered.

There is no question of the importance of protecting life and property within the community while ensuring the safety and protection of Fire Services staff being paramount. The challenge continues to be managing risks and balancing a broad range of priorities while recognizing the fiscal capacity of the community.

Currently the staff complement for Fire Services is 88, with 3 management positions (1 Chief, 2 Deputy Chiefs), 2 clerical, 3 devoted to Fire Prevention and Education, 1 Chief Training Officer and the remaining 79 deployed to Fire Suppression and Rescue.

	2012		2013	
	#Staff	FTE	#Staff	FTE
Chief	1	1.00	1	1.0
Deputy Chief	2	2.00	2	2.0
Division Chiefs	6	6.00	6	6.0
Captains	12	12.00	12	12.0
Firefighters	64	64.00	63	63.0
Fire Prevention Inspector	1	1.00	1	1.0
PE/FPO	1	1.00	1	1.0
Clerk/Steno	2	2.00	2	2.0
TOTALS	89	89.00	88	88.0

Concerning Fire Suppression, with a 24/7 operation, four platoons have been established with 20 positions assigned to three platoons and one with 19. This latter was a result of a reduction in one firefighter position during the 2013 budget process. Additionally in 2013, three positions have remained vacant; however, overtime costs have been incurred in order to maintain the minimum staffing level of 16.

Given the levels of service defined by Council, a minimum of 16 employees are to be on duty for each platoon.

Under the terms of the collective agreement, with respect to suppression services, up to four employees are allowed off on vacation at any one time. With this and potential other absences due to various leaves or training, once the staffing of a platoon reaches 15, overtime is automatically required.

Another factor needed to be taken into consideration when assessing staffing levels, is the potential for turnover. The major reason for turnover within Fire Services is retirement, and over the next five years 18 or 21 percent of those dedicated to Fire Services and one

clerical person is eligible to retire. In 2014, 8 of the 18 are eligible to retire. Many of these individuals are in higher ranking positions including the Chief and one Deputy Chief. Because it takes a period of 4 years to become a first class firefighter, there is an importance to ensure sufficient personnel are in the system in order to maintain an adequate trained service.

In examining staffing levels, arrangements are being made to remove two positions on the retirement of the current incumbents and one position is being reclassified effective January 1, 2014. Individuals impacted by these changes, as well as the Association, are being advised. It should be noted these actions will not result in any layoffs.

Also, as a result of a recent retirement, the Department is proceeding with the hiring of one fire fighter.

Fire Underwriters Survey:

Fire Underwriters Survey™ (FUS) is a national organization that provides data on public fire protection for fire insurance statistical work. This information is used by insurance companies in determining insurance rates.

Fire Underwriters Survey™ Certified Fire Protection Specialists conduct detailed field surveys of the fire risks and fire defenses maintained in built up communities across Canada and the results of these surveys are used to establish a Public Fire Protection Classification™ (PFPC) for each community. FUS also advises municipalities if they desire to review the current levels of fire defense in the community.

The Fire Underwriters Survey also uses PFPC information to develop a Dwelling Protection Grade (DPG), which is utilized by insurers in determining property insurance rates for detached dwellings. The Dwelling Protection Grade is a measure of the ability of the protective facilities of a community to prevent and control the structure fires in detached dwellings by evaluating the adequacy, reliability, strength and efficiency of the protective facilities and comparing the level of protection against the level of fire risk associated with a typical dwelling.

The overall intent of the PFPC system is to provide a standardized measure of the ability of the protective facilities of a community to prevent and control the major fires that may be expected to occur by evaluating in detail the adequacy, reliability, strength and efficiency of the protective facilities and comparing the level of protection against the level of fire risk in the built environment.

In 2004 FUS undertook a grading of the City's fire systems which resulted in City Council moving to achieve a Public Fire Protection Classification of Class 3. With the interest in

cost controls and containment, in May 2013 FUS was again engaged to undertake a review of Fire Services. The scope of the 2013 review was to evaluate the City of North Bay's fire protection program to determine if the Fire Department could apply specific service level changes aimed at reducing costs, with consideration given to the City's Public Fire Protection Classification.

At Council's August 28, 2013, Committee meeting, FUS report was reviewed in detail. Recognizing FUS's focus is on the communities Public Fire Protection Classification (PFPC) rating, recommendations or options were provided for maintaining or achieving a PFPC rating of 3 of 4. **(Attachment 7)**

As noted at the August 28 meeting, both staff and the FUS representative indicated maintaining a PFPC rating of 3 at an estimated annual cost of \$3.3 M was unrealistic. With respect to having a rating of PFPC 4, the estimated additional annual cost was \$129,704.

Recognizing FUS's focus is on insurance underwriting, the City's Insurance Service provider was consulted. In a letter dated September 3, 2013, **(Attachment 8)**, Mr. Bill Riley comments that most major personal lines insurers have developed and utilize an "individualized rating taking into consideration a broad range of criteria.

Concerning commercial property, Mr. Riley states, "commercial property like personal lines property has always been subject to individualized ratings and the FUS rating was the major determining factor on rate; however that is no longer the case."

Mr. Riley acknowledges FUS still plays an important role for underwriters, particularly certain classes of construction, but otherwise the final rating is dictated more by similar criteria to personal lines such as weather, loss, experience etc.

In conclusion, Mr. Riley indicates in the opinion of MIS Municipal Insurance Services Ltd. any change in FUS grading, at this time would have little if any impact on the City's own insurance program.

An important highlight of the FUS review, is a municipal's fire system includes much more than suppression services; hydrant systems, water supply, Fire Safety Controls, building codes, by-laws, prevention and education programs etc. all play a complementary important role.

With respect to the PFPC rating, although a rating may be recognized in the insurance industry, and it provides an assessment of the community's fire system, there is no legislated requirement for a municipality to maintain a specific rating.

Therefore in making decisions of service, it is recommended Council concentrate on the level of service provided and understand the possible implications on the rating.

ANALYSIS / OPTIONS

Option 1: Development of a Master Fire Plan

The FUS recommended the development of a long term master plan. In considering this option, it needs to be understood that as legislation and standards change, as well as the City grows, additional investment in Fire and Emergency Services need to occur. It is important any development of a Master Fire Plan be done in conjunction with the City's Land Use Official Plan and that both plans are maintained on an on-going basis.

While the scope of the Master Plan needs to take fiscal responsibility into account, Council should not proceed with this option if there is no intention of making future investments as service requirements change

The cost of this option is \$50K in capital which has been inserted in the 2014 Capital plan.

Option 2: Improve Record Keeping Management Software

To help optimize the Fire Department operations and management and to assist in future planning, the FUS review recommended that the department maintain all its records in a data management system designed for Fire Services. (pg. 77 FUS Report)

The anticipated cost is \$12k in capital and \$1,500 operating. An internal solution may be an option as well.

Option 3: Staffing of 15 Suppression Staff on Duty (minimum)

Under this option the City would implement a practice/policy whereby a minimum staffing level of 15 would be established. This would mean each Platoon would have a staff of 19 and as per the collective agreement up to 4 could be on vacation at any one time. Although the total suppression staff complement would be reduced by 3, there would remain a requirement to call in overtime once the staffing fell below 14. Council could also consider leaving the platoon levels at 19 but adopting a policy of calling in OT only when the complement went below 14.

Taking this type of action will require Fire Services to revise operational guidelines in responding to different situations and will impact the delivery of service. With any reduction of the Platoon complement, at some point there will be an incident that is dealt with in a different (reduced) response, which may lead to a negative outcome. Given the wide range of calls and the diverse scope in potential severity, following is a summary of how services may be impacted:

(Note: The strike out means these services will not be carried out under the situation)

With 13 Suppression Staff on Duty, NBFES will only be able to do exterior firefighting, no rescue and no elevated device response to high-rise incidents. See staffing of 13 for other reductions. As well the airport would be notified every time we are responding to another incident that we may not be able to respond. This would mean that they would notify over the air that they do not have crash protection and it is then up to the Captain of the airplane whether they land or not.

ALARM RESPONSES

Pump Only - (P-1, P-2 or P-3) any minor occurrence requiring a pump only where there are no anticipated exposure problems

Examples:

- ~~Motor vehicle collision~~
- vehicle fire
- any reported false or cancelled alarm
- garbage/trash/Nim-Bin fire
- grass fire (small)
- small shed, bus shelter or telephone booth
- ~~burning complaint (code green)~~
- residential smoke alarm activated with no smoke or fire visible (code green)
- CO Alarm Activation, Code Red and Code Green
- medical, Code Red and Code Green
- ~~hydro wires down~~
- small fuel spill
- propane barbecue fire
- natural gas/propane, leak/odour outside a building
- ~~other odour investigation~~
- ~~lock out or lock in (see O.G. #105)~~
- unknown situation (investigation)
- persons trapped in elevator
- ~~flooding inside a building (e.g. broken water pipe)~~

The Platoon Chief may elect to respond M/P-1 and the Wildland Fire fighting trailer to a Wildland fire, bush fire or large grass fire as deemed necessary.

Two Pumper Response (P-1 /P-2, P-2/P-1, P-3/P-1)

- Motor Vehicle Collision - (~~Known injuries or known~~ extrication, Urban Area)

Pumper/Ladder (P1 or P2 or P3 and L1)

Examples:

- Chimney fire (Urban Area) – (Rural Area Tanker 1)
- Industrial accident
- ~~Confined space incident (C-3 as per SOG 1-147) (additional equipment staged for Confined space at station 1 shall be loaded and transported with Car 5)~~

~~**Ice/water Rescue** Car 5 and Ice/Water Trailer~~

Two Station Responses (Two Pumps, Ladder 1 and Car 3)

Examples:

- all structure fires
- all automatic alarms
- smoke conditions in a structure
- natural gas/propane, leak/odour inside a building

Red 10 Responds to 281 Wallace Road any other large flammable liquid storage facility.

Structure Fires in Rural Areas (No Hydrant) (Two Pumps, Tanker 1 and Car 3)

Mini Pumper 1 Designated response O.G. 144

Any confirmed working fire the On Call Senior Officer and Car 4 (on call PC) must be notified by North Bay Fire.

Standby (Station Cover)

When any two stations are responding to a reported incident with information there is a probable working incident the remaining station shall automatically move up (Code Green) to provide cover at Station 1 unless otherwise directed by the Platoon Chief.

Every time we are dispatched to an incident, the airport will have to be told that they are unprotected.

Airside Request for Standby (Red 10 and Pump 2) (Code Green)

Examples:

- hot refuel
- special engine start up
- landing of special persons (political or medical) or military aircraft

Airside Actual Emergency (Red 10, Pump 2, Pump 1, Ladder 1, Tanker 1, Car 3)

Examples:

- on approach or on ground: fire, smoke or smell of smoke in passenger/cockpit area
- on approach: instruments indicate system malfunction
upon landing: tire/brake fire, smoke or smell of smoke

The On Call Senior Officer (Car 1 or 2) and Car 4 (on call PC) must be notified by North Bay Fire.

Special Responses

~~Note: When only two fire fighters respond to a Special Response or Mutual Aid call, the crew must include a Qualified or Designated Acting Captain.~~

Mutual Aid

When North Bay Fire & Emergency Services is requested to supply assistance to a neighbouring department, North Bay Fire shall notify the on Duty Platoon Chief by radio indicating the apparatus requested who will then determine the appropriate response.

- Request for a pumper and crew: Pump 1, Pump 2, Pump 3 (closest)
- Request for a tanker: Tanker 1 (Unit 37) and two fire fighters

When a request is made for an Aerial device / Haz-mat or other specialty response; North Bay Fire will notify the On-Call Senior Office to authorize.

~~Auto Extrication or OPP Request~~

~~Support Services: P 1 or P 2 or P 3
OPP request - MVC: P 1 or P 2 or P 3~~

~~**Contract Services** (Pump 2)~~

~~Commonwealth Plywood - NFN~~

~~Nipissing Band # 10 - All Residential and Commercial Structures in the agreed upon area of coverage.~~

~~Union Band of Ontario Indians Office Complex~~

Three Station Responses (P1, L1, C3, P2, P3)

All three stations shall respond to a structure fire or automatic alarm in any high-rise (greater than 6 storeys) or hospital. (As per SOG 1-117)
High-rise incidents and others that require an elevated device will have very limited staff on the elevated device.

The 'third' station shall respond code green unless directed otherwise by the Platoon Chief.

Any confirmed working fire the On Call Senior Officer and Car 4 (on call PC) must be notified by North Bay Fire.

Three Station Responses (including Car 5 and CBRN Trailer; as per OG149)

Initial response for a **known** HazMat/CBRN response, the alarm call out will be a three station response.

- *The on-call Senior Officer and Car 4 (on call PC) shall be notified on all alarms involving the HazMat/CBRN Trailer.*

Option 8: Staffing of 13 Suppression Staff on Duty (minimum)

Under this option the City would implement a practice/policy whereby a minimum staffing level of 13 would be established. This would mean each Platoon would have a staff of 17 and as per the collective agreement up to 4 could be on vacation at any one time. Although the total suppression staff complement would be reduce by 11 from 2013 number there would remain a requirement to call in overtime once the staffing fell below 13

Taking this type of action will require Fire Services to significantly revise operational guidelines in responding to different situations and will seriously impact the delivery of current services. With 13 Suppression Staff on Duty, NBFES will only be able to do exterior firefighting, no rescue and no elevated device response to high-rise incidents. Given the wide range of calls and the diverse scope in potential severity, following is a summary of how services may be impacted:

(note: The strike out means these services will not be carried out under the situation)

Alarm Responses

Pump Only (P- 1, P- 2 or P- 3) *any minor occurrence requiring a pump only where there are no anticipated exposure problems.*

Examples:

- ~~— Motor vehicle collision~~
- vehicle fire
- any reported false or cancelled alarm
- garbage/trash/Nim-Bin fire
- grass fire (small)
- small shed, bus shelter or telephone booth
- ~~— burning complaint (code green)~~
- residential smoke alarm activated with no smoke or fire visible (code green)
- CO Alarm Activation, Code Red and Code Green
- ~~— medical, Code Red and Code Green~~
- ~~— hydro wires down~~
- small fuel spill
- propane barbecue fire
- ~~— natural gas/propane, leak/odour outside a building~~
- ~~— other odour investigation~~
- ~~— lock out or lock in (see O.G. #105)~~
- ~~— unknown situation (investigation)~~
- ~~— persons trapped in elevator~~
- ~~— flooding inside a building (e.g. broken water pipe)~~

The Platoon Chief may elect to respond M/P-1 and the Wildland Fire fighting trailer to a Wildland fire, bush fire or large grass fire as deemed necessary.

Two Pumper Response (P-1 /P-2, P-2/P-1, P-3/P-1)

- Motor Vehicle Collision - (~~Known injuries or~~ known extrication, Urban Area)

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Examples:

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Ice/water Rescue ~~Car 5 and Ice/Water Trailer~~

Three Station Responses

Examples:

- all structure fires
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Red 10 Responds to 281 Wallace Road any other large flammable liquid storage facility.
Structure Fires in Rural Areas

Mini Pumper 1 Designated response O.G. 144

Any confirmed working fire the On Call Senior Officer and Car 4 (on call PC) must be notified by North Bay Fire.

Standby (Station Cover)

When any two stations are responding to a reported incident with information there is a probable working incident the remaining station shall automatically move up (Code Green) to provide cover at Station 1 unless otherwise directed by the Platoon Chief.

Airside Request for Standby (Red 10 and Pump 2) (Code Green)

Examples:

- hot refuel
- special engine start up
- landing of special persons (political or medical) or military aircraft

Airside Actual Emergency (Red 10, Pump 2, Pump 1, Ladder 1, Tanker 1, Car 3)

Examples:

- on approach or on ground: fire, smoke or smell of smoke in passenger/cockpit area
- on approach: instruments indicate system malfunction
- upon landing: tire/brake fire, smoke or smell of smoke

The On Call Senior Officer (Car 1 or 2) and Car 4 (Chief Training Officer) must be notified by North Bay Fire.

Special Responses

Note: When only two fire fighters respond to a Special Response or Mutual Aid call, the crew must include a Qualified or Designated Acting Captain.

Mutual Aid

Losing this option would mean that we could not call other departments as well and have to enter into an agreement without lining communities for a fee.

~~When North Bay Fire & Emergency Services is requested to supply assistance to a neighbouring department, North Bay Fire shall notify the on Duty Platoon Chief by radio indicating the apparatus requested who will then determine the appropriate response.~~

- ~~— Request for a pumper and crew: Pump 1, Pump 2, Pump 3 (closest)~~
- ~~— Request for a tanker: Tanker 1 (Unit 37) and two fire fighters~~

~~When a request is made for an Aerial device / Haz-mat or other specialty response; North Bay Fire will notify the On-Call Senior Office to authorize.~~

Auto Extrication or OPP Request

~~Support Services: P-1 or P-2 or P-3
OPP request - MVC: P-1 or P-2 or P-3~~

Contract Services (Pump 2)

~~Commonwealth Plywood - NFN~~

~~Nipissing Band # 10 - All Residential and Commercial Structures in the agreed upon area of coverage.~~

~~Union Band of Ontario Indians Office Complex~~

Three Station Responses (P1, L1, C3, P2, P3)

All three stations shall respond to a structure fire or automatic alarm in any high-rise (greater than 6 storeys) or hospital. (As per SOG 1-117)

The 'third' station shall respond code green unless directed otherwise by the Platoon Chief.

Any confirmed working fire the On Call Senior Officer and Car 4 (on call PC) must be notified by North Bay Fire.

Three Station Responses (including Car 5 and CBRN Trailer; as per OG149)

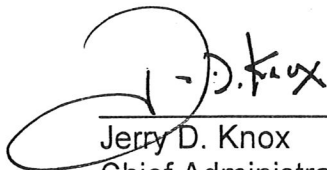
Initial response for a **known** HazMat/CBRN response, the alarm call out will be a three station response.

Recommended Options:

Recognizing Council's interest and desire in providing good service while controlling long term costs, and understanding the type and level of services provided by Fire Services is defined by Council:

1. That Council concentrate on the level of service provided rather than the Public Fire Protection Classification with the understanding the possible implications on the rating.
2. That the Development of a Master Fire Plan be referred to the 2015 Capital Budget process.
3. That Council direct staff to proceed with improving the Fire Services Management Record Software.
4. That Council supports the FUS recommendation to train fire suppression staff so they can be used in performing dwelling inspections and fire code enforcement to single family dwellings.
5. That Council direct staff to implement a platoon staffing level of 15 with overtime being called only when the platoon complement falls below 14.
6. That Council direct staff to revise By-Law No. 2007-13 to reflect the changes in North Bay Fire and Emergency Services.

Respectfully submitted,



Jerry D. Knox
Chief Administrative Officer

Personnel designated for continuance: Cathy Conrad, City Clerk

Copy: Grant Love -Fire Chief

ATTACHMENT 2: (EXCERPT)

FIRE PREVENTION AND PROTECTION ACT
PART II
RESPONSIBILITY FOR FIRE PROTECTION SERVICES

Council Responsibilities

- Fire protection services are mandated as a municipal responsibility
- Municipality determines the level of fire protection services based on local needs and circumstances.

Municipal responsibilities

2. (1) Every municipality shall,
 - (a) establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention; and
 - (b) provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances.

Methods of providing services

2. In discharging its responsibilities under subsection (1), a municipality shall,
 - (a) appoint a community fire safety officer or a community fire safety team; or
 - (b) establish a fire department.

Municipalities may establish fire departments

5. (1) The council of a municipality may establish, maintain and operate a fire department for all or any part of the municipality. 2001, c. 25, s. 475 (2).

Fire departments

1. Fire department shall provide fire suppression services and may provide other fire protection services in a municipality, group of municipalities or in territory without municipal organization. 1997, c. 4, s. 5 (1).

THE CORPORATION OF THE CITY OF NORTH BAYBY-LAW NO. 2007-13

**BEING A BY-LAW TO ESTABLISH AND REGULATE
THE NORTH BAY FIRE AND EMERGENCY SERVICES
AND REPEAL BY-LAW NO. 2000-30**

WHEREAS the *Municipal Act*, R.S.O. 1990 c., as amended, and the *Fire Protection and Prevention Act* 1997, c.4, as amended, permits the Council to enact a by-law to establish and regulate a Fire Department;

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

1. In this by-law, unless the context otherwise requires,
 - a) "Approved" means approved by the Council
 - b) "Chief Administrative Officer" means the person appointed by Council to act as Chief Administrative Officer for the Corporation;
 - c) "Corporation" means The Corporation of the City of North Bay;
 - d) "Council" means the Council of the City of North Bay;
 - e) "Deputy Chief" means the person appointed by Council to act on behalf of the Fire Chief of the Fire and Emergency Services in the case of an absence or a vacancy in the office of the Fire Chief;
 - f) "Fire Chief" means the person appointed by Council to act as Fire Chief for the Corporation;
 - g) "Fire Department" means the City of North Bay Fire and Emergency Services;
 - h) "Fire Protection Services" includes fire suppression, fire prevention, fire safety education, training of persons involved in the provision of fire protection services, rescue and emergency services and the delivery of all those services including;
 - i) Ice/Water Rescue
 - ii) Snowmobile Trail Rescue
 - iii) Chemical, Biological, Radiological, Nuclear Explosives - Operations Level
 - iv) Vehicle Extrication
 - v) First Response/Tiered Response
 - vi) Airside Crash Fire Rescue
 - vii) Automatic Aid where a contract exists
 - viii) Contract Services
 - ix) Confined Space Rescue - Awareness Level
 - x) Trench Rescue - Awareness Level
 - i) "Member" means any persons employed in, or appointed to, a Fire Department and assigned to undertake fire protection services, and includes officers and full time fire fighters.
2. A Fire Department for the City of North Bay to be known as the City of North Bay Fire and Emergency Services is hereby established and the head of the Fire Department shall be known as the Fire Chief.
3. The Fire Department shall be structured in conformance with the approved organizational chart.

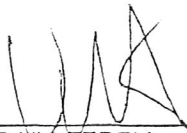
4. In addition to the Fire Chief, the Council shall appoint a Deputy Chief and such number of other officers and members as may be deemed necessary by the Council.
5. Persons appointed as members of the Fire Department to provide fire protection services shall be on probation for a period of six months, during which period they shall take such special training and examination as may be required by the Fire Chief.
6. If a probationary member appointed to provide fire protection services fails any such examinations, the Fire Chief may recommend that he/she be dismissed.
7. Working conditions and remuneration for all full time members shall be determined by Council in accordance with the provisions of Part IX of the *Fire Protection and Prevention Act*.
8. If a medical examiner finds a member is physically unfit to perform assigned duties and such condition is attributed to, and a result of employment, the Fire Department, Council may assign the member to other employment in the Fire Department.
9. The Fire Chief is responsible to Council, through the Chief Administrative Officer for proper administration and operation of the Fire Department functions and programs.
10. The Fire Chief shall implement all approved policies and shall develop such standard operating procedures and guidelines, general orders and departmental rules as necessary to implement the approved policies and to ensure the appropriate care and protection of all Fire Department personnel and Fire Department equipment.
11. The Fire Chief shall review periodically all policies, orders, rules and operating procedures of the Fire Department and may establish an advisory committee consisting of such members of the Fire Department as the Fire Chief may determine from time to time to assist in these duties.
12. The Fire Chief shall submit to the Chief Administrative Officer and Council for approval, the annual budget estimate for the Fire Department; an annual report and any other specific reports requested by the Chief Administrative Officer or Council.
13. Each division of the Fire Department is the responsibility of the Fire Chief and is under the direction of the Fire Chief or a member designated by the Fire Chief. Designated members shall report to the Fire Chief on divisions and activities under their supervision and shall carry out all orders of the Fire Chief.
14. Where the Fire Chief designates a member to act in the place of an officer in the Fire Department, such member, when so acting, has all the powers and shall perform all duties of the officer replaced.
15. Subject to the terms and conditions of the Collective Agreement, the Fire Chief may reprimand, suspend or recommend dismissal of any member for infraction of any provisions of this by-law, policies, general orders and departmental rules that, in the opinion of the Fire Chief, would be detrimental to discipline or the efficiency of the Fire Department.
16. Following the suspension of a member, the Fire Chief shall immediately report, in writing, the suspension and recommendation to the Chief Administrative Officer.
17. Subject to the terms and conditions of the Collective Agreement, the procedures for termination of employment prescribed in Part IX of the *Fire Protection and Prevention Act* shall apply to all full-time members of the Fire Department.

18. The Fire Chief shall take all proper measures for the prevention, control and extinguishment of fires and the protection of life and property and shall exercise all powers mandated by the *Fire Protection and Prevention Act*, and the Fire Chief shall be empowered to authorize:
- a) pulling down or demolishing any building or structure to prevent the spread of fire;
 - b) all necessary actions which may include boarding up or barricading of buildings or property to guard against fire or other danger, risk or accident, when unable to contact the property owner; and
 - c) recovery of expenses incurred by such necessary actions for the corporation in the manner provided through the *Municipal Act* and the *Fire Protection and Prevention Act*.
19. The Fire Department shall not respond to a call with respect to a fire or emergency outside the limits of the municipality except with respect to a fire or emergency:
- a) that in the opinion of the Fire Chief, or designate of the Fire Department, threatens property in the municipality or property situated outside the municipality that is owned or occupied by the municipality;
 - b) in a municipality with which an approved agreement has been entered into to provide fire protection services which may include automatic aid;
 - c) on property with which an approved agreement has been entered into with any person or corporation to provide fire protection services;
 - d) at the discretion of the Fire Chief, to a municipality authorized to participate in any county, district or regional mutual aid plan established by a Fire Coordinator appointed by the Fire Marshal or any other similar reciprocal plan or program; or
 - e) on property beyond the municipal boundary where the Fire Chief or designate authorizes immediate action to preserve life or property and the appropriate department is notified to respond and assume command or establish alternative measures, acceptable to the Fire Chief or designate.
20. That By-Law No. 2000-30 of the City of North Bay is hereby repealed.
21. This by-law comes into force and effect upon being passed.

READ A FIRST TIME IN OPEN COUNCIL THIS 5TH DAY OF FEBRUARY 2007.

READ A SECOND TIME IN OPEN COUNCIL THIS 5TH DAY OF FEBRUARY 2007.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 5TH DAY OF FEBRUARY 2007.


MAYOR VIC FEDELI


CITY CLERK CATHERINE CONRAD

ENGINEERING & WORKS COMMITTEE REPORT NO. 2004-18

October 18, 2004

- 3 -

October 18, 2004

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

Your Worship and Councillors:

The Engineering & Works Committee presents Report No. 2004-18 and recommends:

1. That North Bay City Council approve a contract be issued to K & D Leasing (Arnstein) Inc. in the estimated amount of \$91,699.00 (GST inc.) to haul road salt from Parry Sound, Ontario to the City Yards at Franklin Street as set out in the tender for the 2004/2005 Winter Season. The contract shall be conditional upon acceptance of the proposed vehicle.

All of which is respectfully submitted.

ASSENTS
MASON
BOLDT
CAMPBELL
FEDELI

DISSENTS

Res. #2004-710: Moved by Councillor Chirico, seconded by Councillor Mendicino
That Striking Committee Report No. 2004-10 relating to:

- appointments to the Waste Resources Liaison Committee
- be adopted as presented.

"CARRIED"

STRIKING COMMITTEE REPORT NO. 2004-10

October 18, 2004

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

Your Worship and Councillors:

The Striking Committee presents Report No. 2004-10 and recommends as follows:

1. That the following persons be appointed to the Waste Resources Liaison Committee to fill the unexpired terms of Ralph Butler and the Canadian Forces Base representative:

Craig Bridges; and
Hendrik Pape.

All of which is respectfully submitted.

Res. #2004-711: Moved by Councillor Mendicino, seconded by Councillor Kozl
That Council (1) receive the Fire Underwriters Survey Grading report
for the City of North Bay dated September 22, 2004,
and

- 2) direct the Fire Chief to report on a strategy to achieve a Public Fire Protection Classification (PFPC) of Class 3 in Hydrant Protected Area (H.P.A.).

"CARRIED"

- 4 -

October 13, 2004

Res. #2004-712: Moved by Councillor Mason, seconded by Councillor Boldt
That the report from G. Elliott dated September 28, 2004 re Riverbend Road bridge repair options be referred to the Engineering & Works Committee.

"CARRIED"

Res. #2004-713: Moved by Councillor Mendicino, seconded by Councillor Koziol
That 1) the report submitted by the Heritage Festival SWOT Team dated October 12, 2004 to the Managing Director, Community Services be received by Council and referred to the Community Services Committee;

2) the SWOT Team be thanked for their efforts;

3) the SWOT Team be concluded; and

4) a copy of the report be forwarded to the Heritage Festival Management Committee for consideration.

"CARRIED"

Res. #2004-714: Moved by Councillor Mason, seconded by Councillor Boldt
That the temporary road closure for August 14, 2005, as requested by the YMCA, be approved as set out in the Director of Public Works & Services report dated the 12th day of October 2004.

"CARRIED"

Res. #2004-715: Moved by Councillor Chirico, seconded by Councillor Bain
That the City Clerk prepare and present new User Fee By-Laws to confirm the current fees and charges in place for sanitary sewer and waste management.

"CARRIED"

Res. #2004-716: Moved by Councillor Chirico, seconded by Councillor Bain
That Council approve an Agreement between the City and the Laurentian Ski Hill Snowboarding Club to provide \$150,000.00 for start-up contingency costs related to the Ski Hill.

"CARRIED"

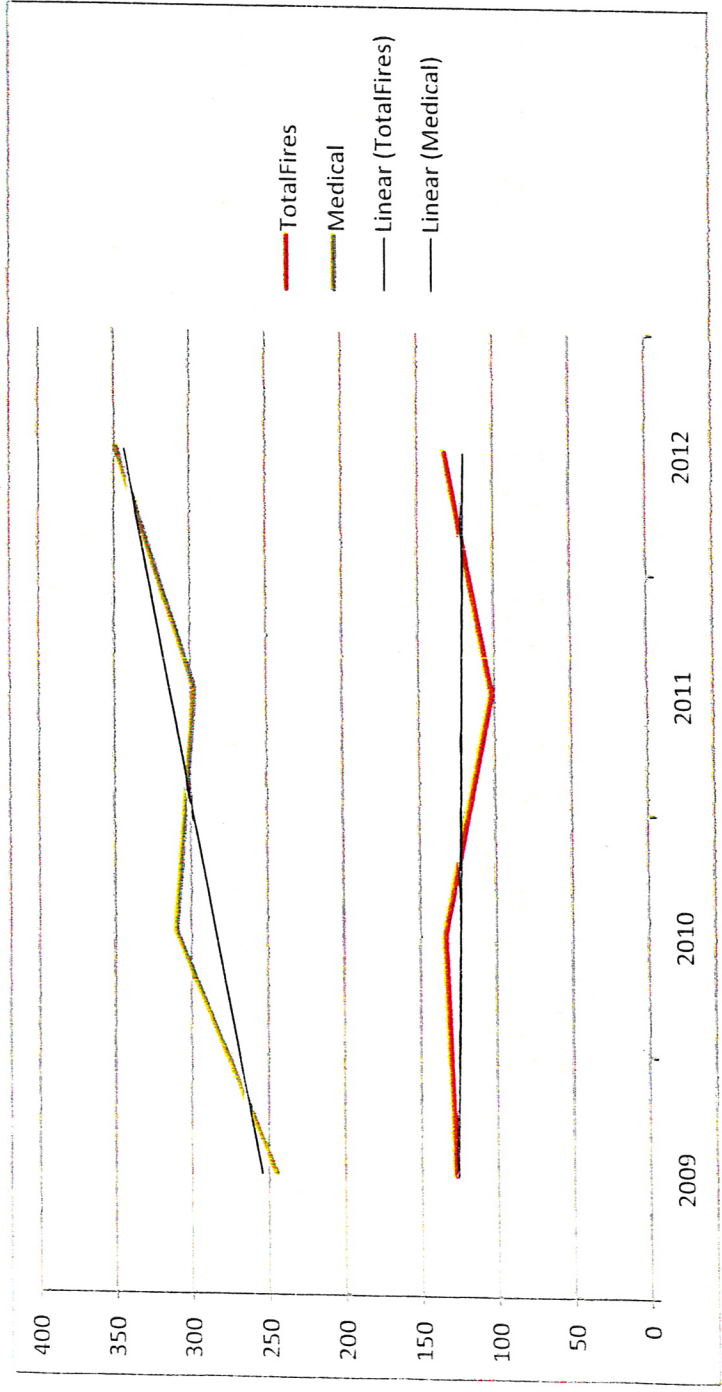
Res. #2004-717: Moved by Councillor Chirico, seconded by Councillor Bain
That Council 1) confirm Deputy Mayor Peter Chirico as the City of North Bay's representative to the Advisory Committee to the Northern Ontario Medical School's Health Research & Innovation Project; and

2) authorize the payment of a \$5,000.00 contribution to the Northern Ontario Medical School's Health Research & Innovation Project.

"CARRIED"

↓

Period	TotalCalls	TotalFires	Prefire	OpenAirBurning	FalseFireCall	COFalseCall	PublicHazard	Rescue	Medical	Other
2009	1620	128	75	67	361	173	89	253	245	216
2010	1615	134	78	68	365	187	98	215	310	140
2011	1532	102	76	56	355	212	92	228	297	103
2012	1587	132	74	74	332	185	113	220	348	98

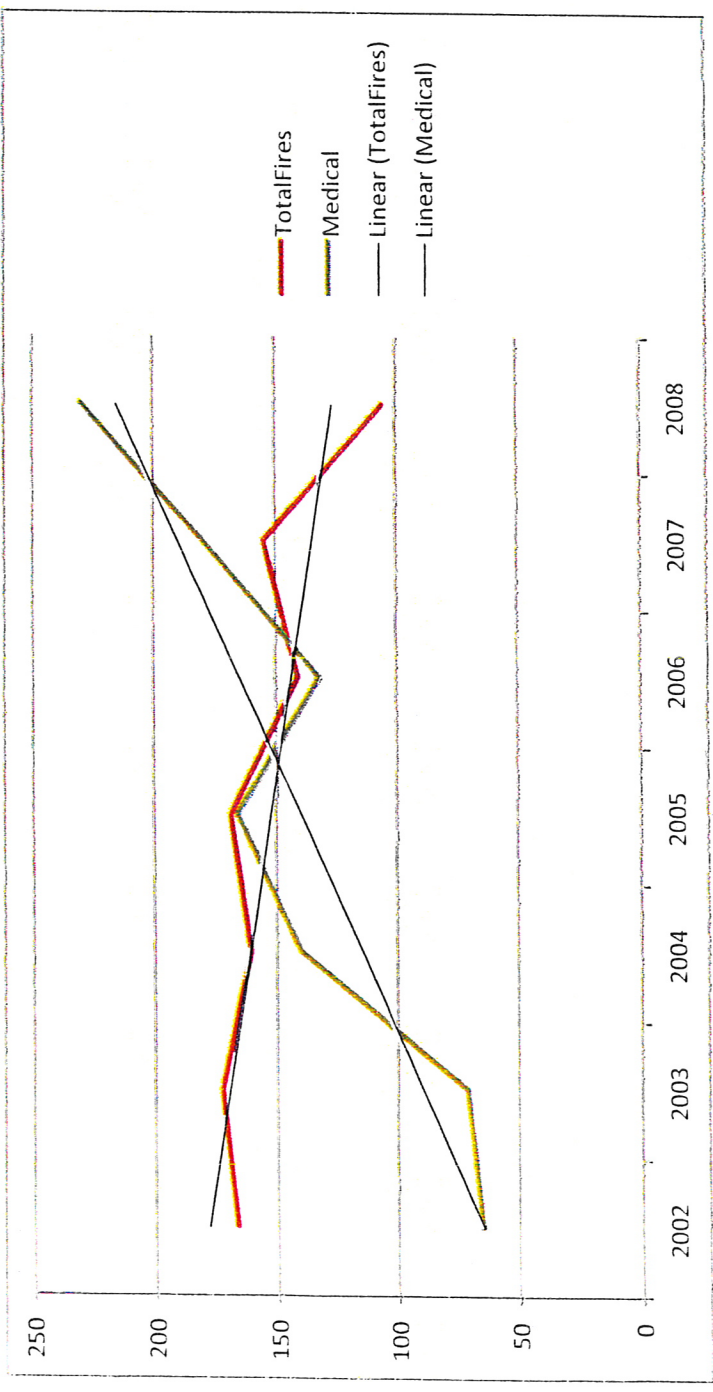


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A 2009 change in reporting

of
Public Fires

Period	TotalCalls	TotalFires	Prefire	OpenAirBurning	FalseFireCall	COFalseCall	PublicHazard	Rescue	Medical	Other
2002	1242	167	22	53	451	0	177	191	65	98
2003	1189	173	27	45	413	0	140	210	71	91
2004	1361	161	38	44	401	0	162	209	140	182
2005	1601	169	33	87	475	0	152	184	166	320
2006	1592	141	30	71	383	0	156	199	132	453
2007	1623	155	23	71	454	0	148	188	180	384
2008	1629	106	39	48	448	0	185	196	230	362



Attachment #6

ResponseType	Call Count	Attachment #6		
		Canceled Count	Civilian Injuries	Civilian Fatalities
Unknown	2	0	0	0
1 - Fire	46	0	1	0
3 - NO LOSS OUTDOOR fire (see exclusions)	32	0	0	0
11 - Overpressure Rupture (no fire, e.g. steam boilers, hot water)	1	0	0	0
12 - Munition Explosion - (no fire, e.g. bombs, dynamites)	1	0	0	0
21 - Overheat (no fire, e.g. engines, mechanical devices)	16	0	0	0
22 - Pot on Stove (no fire)	13	0	0	0
23 - Open air burning/unauthorized controlled burning (no uncontrolled fire)	34	0	0	0
24 - Other Cooking/toasting/smoke/steam (no fire)	15	0	0	0
25 - Lightning (no fire)	1	0	0	0
26 - Fireworks (no fire)	1	0	0	0
29 - Other pre fire conditions (no fire)	9	0	0	0
31 - Alarm System Equipment - Malfunction	77	0	0	0
32 - Alarm System Equipment - Accidental activation (exc. code 35)	77	0	0	0
33 - Human - Malicious intent, prank	8	0	0	0
34 - Human - Perceived Emergency	78	0	0	0
35 - Human - Accidental (alarm accidentally activated by person)	12	0	0	0
36 - Authorized controlled burning - complaint	6	0	0	0
37 - CO false alarm - perceived emergency (no CO present)	47	0	0	0
38 - CO false alarm - equipment malfunction (no CO present)	81	0	0	0
39 - Other False Fire Call	7	0	0	0
41 - Gas Leak - Natural Gas	12	0	0	0
44 - Gas Leak - Miscellaneous	2	0	0	0
45 - Spill - Gasoline or Fuel	5	0	0	0
47 - Spill - Miscellaneous	1	0	0	0
49 - Ruptured Water, Steam Pipe	2	0	0	0
50 - Power Lines Down, Arcing	26	0	0	0
53 - CO incident, CO present (exc false alarms)	12	0	0	0
58 - Public Hazard call false alarm	2	0	0	0
59 - Other Public Hazard	5	0	0	0
61 - Vehicle Extrication	9	0	0	0
62 - Vehicle Collision	137	1	0	0
65 - Home/Residential Accident	1	0	0	0
66 - Persons Trapped in Elevator	17	0	0	0
67 - Water Rescue	1	0	0	0
68 - Water Ice Rescue	4	0	0	0
69 - Other Rescue	4	0	0	0
71 - Asphyxia, Respiratory Condition	2	0	0	0
73 - Seizure	19	1	0	0
76 - Chest pains or suspected heart attack	4	0	0	0
84 - Medical Aid Not Required on Arrival	15	0	0	0
85 - Vital signs absent, DOA	27	0	0	0
86 - Alcohol or drug related	42	0	0	0
88 - Accident or illness related - cuts, fractures, person fainted, etc.	37	0	0	0
89 - Other Medical/Resuscitator Call	48	0	0	0
92 - Assistance to Police (exc 921 and 922)	2	0	0	0
93 - Assistance to Other Agencies (exc 921 and 922)	40	0	0	0
94 - Other Public Service	26	1	0	0
96 - Call cancelled on route	20	0	0	0
97 - Incident not found	11	0	0	0
98 - Assistance not required by other agency	3	0	0	0

99 - Other Response	50	0	0	0
605 - Animal rescue	2	0	0	0
698 - Rescue no action required	1	0	0	0
699 - Rescue false alarm	1	0	0	0
701 - Oxygen administered	17	0	0	0
702 - CPR administered	10	0	0	0
703 - Defibrillator used	4	0	0	0
898 - Medical/resuscitator call no action required	48	0	0	0
899 - Medical/resuscitator call false alarm	3	0	0	0
910 - Assisting Other FD: Mutual Aid	0	0	0	0
912 - Assisting Other FD: Fire Protection Agreement	0	0	0	0
913 - Assisting Other FD: Other	0	0	0	0
921 - Illegal grow operation (no fire)	1	0	0	0
	1237	3	1	0

Number of Calls For Service	1237
Number of Injury/Fatalities	1
Number of Fire Calls	171
Number of alarm activations	166
Number of medical calls	263
Number of medical calls, no action required	66
Number of mvc calls	146
Number of mvc calls, no extrication required	137
Number of calls not requiring action and not included in other categories	35

Fire	133
FALSE	93
Outdoor Fire	8
CO	140
Public Hazard	48
MVC	146
Rescue	80
Medical	276
Assist other agencies/fire dept	68

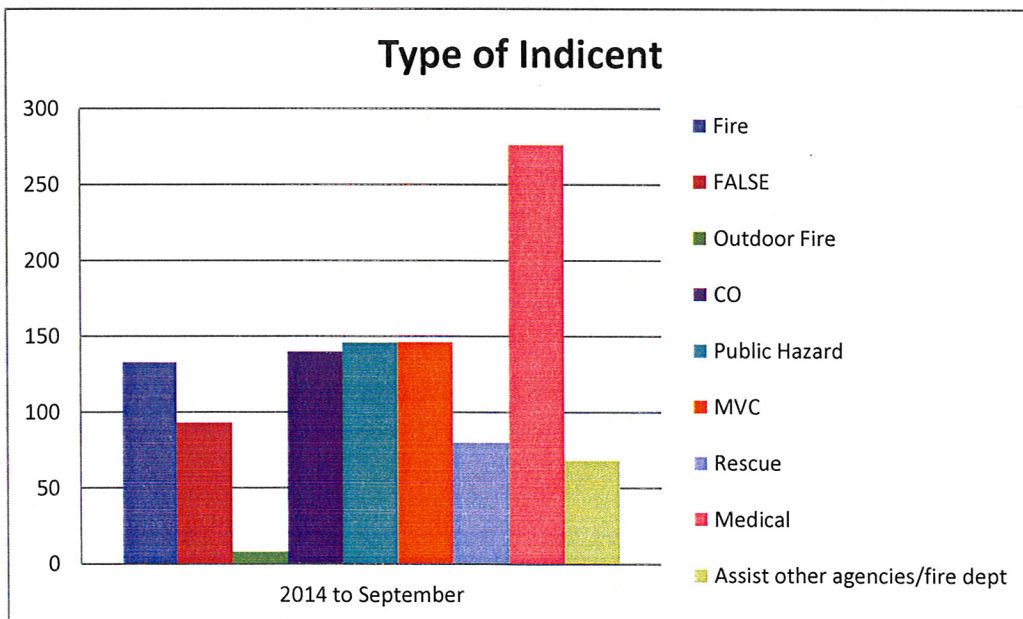
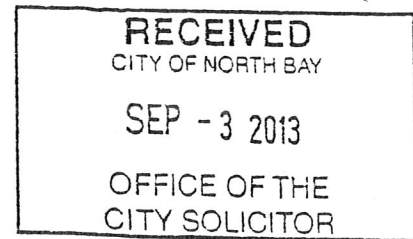


Table 14-2 Correlation of Recommendations and Options for Public Fire Protection Classifications

Correlation of Recommendations to Public Fire Protection Classifications	Estimated Capital Costs	Estimated Operating Costs
Option 1 – Recommendations to Achieve/Maintain PFPC 3		
Recommendation 1 Addition of a Quint Apparatus at Fire Station No.2	\$900,00.00	\$4,600.00
Recommendation 2 Improve Total Available Fire Force (TEU)	\$102,999.00	\$2,788,612.00
Recommendation 3 Develop Facility for Training	\$1,000,000.00	\$60,000.00
Recommendation 4 Fire Prevention & Public Education Training	\$24,000.00	\$8,000.00
Recommendation 5 Improved Record Keeping Management Software	\$12,000.00	\$1,500.00
Recommendation 6 Continue to Develop Pre-Incident Planning Program	\$0	\$0
Recommendation 7 Development of a Master Fire Plan	\$50,000.00	\$0
Recommendation 8 Replace All 100 mm (4") Distribution Mains	Unavailable	Unavailable
Recommendation 9 Increased Available Stored Water for Peak Required Fire Flow	\$6,000,000.00	Unavailable
Recommendation 10 Improve Hydrant Distribution in Commercial Districts	\$743,286.00	N/A
Recommendation 11 Improve Hydrant Inspection and Maintenance Program	Unavailable	Unavailable
Recommendation 12 Improve Fire Prevention Inspection Program	\$8,670.00	\$120,204.00
Recommendation 13 Hire Fire Prevention Officer(s)	\$26,010.00	\$360,612.00
Recommendation 14 Implement Sprinkler Bylaw	\$0	\$0
Total Estimated Cost	\$7,966,965.00	\$3,343,528.00
Option 2 – Recommendation to Achieve/Maintain PFPC 4		
Recommendation 4 Fire Prevention & Public Education Training	\$24,000.00	\$8,000.00
Recommendation 5 Improved Record Keeping Management Software	\$12,000.00	\$1,500.00
Recommendation 6 Continue to Develop Pre-Incident Planning Program	\$0	\$0
Recommendation 7 Development of a Master Fire Plan	\$50,000.00	\$0
Recommendation 12 Improve Fire Prevention Inspection Program	\$8,670.00	\$120,204.00
Recommendation 14 Implement Sprinkler Bylaw	\$0	\$0
Total Estimated Cost	\$94,670.00	\$129,704.00



September 3, 2013

The Corporation of the City of North Bay
200 McIntyre St E
North Bay ON P1B 8H8

ATTENTION: Peter Leckie, City Solicitor

RE: Fire Underwriters Survey

Dear Peter:

Thank you for the information contained in your letter of August 29, 2013. We have reviewed it and offer the following comments.

We do not disagree with any of the comments made in the Executive Summary or Chief Love's report; in isolation they are most likely correct.

Firstly we would like to comment on the dwelling protection grade. Up until recently rates in a hydrant protected municipality on a comparable dwelling (value, construction etc.) would be exactly the same in premium regardless of FUS rating. Recently most major personal lines insurers have developed and now utilize "individualized rating". There are now hundreds of factors that go into the rating of each home, with the FUS rating not being at the top of the list. Factors such as weather, sewer and water infrastructure and crime are taking precedent over the fire rating. Even the fact that you are mortgage free plays a role in the rating.

Secondly, commercial property like personal lines property has always been subject to individualized rating and the FUS rating was the major determining factor on rate; however that is no longer the case. Yes, FUS still plays an important role for underwriters, particularly on certain classes of construction and occupancy which could affect the insurer's appetite for capacity, but otherwise the final rating is dictated more by similar criteria to personal lines such as weather, loss experience etc. A large number of the high valued properties in North Bay would be part of a schedule of buildings owned by outside corporations that enjoy the benefit of



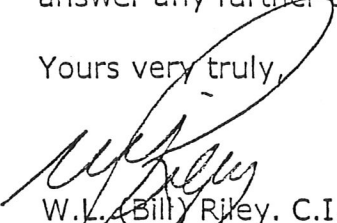
City of North Bay

average rating throughout their whole portfolio of properties Canada wide. In addition there are also a large number of institutional properties such as the hospital, college, university and municipal, which tend to be less affected by the FUS grading than other commercial properties due to occupancy and superior construction. The other factor in play; is competition among underwriters, with North Bay being no different than the rest of the country benefiting from competitive rates regardless of rating. All current indications are that the competitive rating on property will continue for the foreseeable future due to the over abundance of capital flowing to insurers worldwide.

It is our opinion that any change in FUS grading at this time would have little if any impact on the City's own insurance program.

We trust that the above observations are of assistance and would be pleased to answer any further questions or concerns you may have.

Yours very truly,



W.L. (Billy) Riley, C.I.P., C.C.I.B.
President
MIS Municipal Insurance Services Ltd.

Report No.: EESW-2013-064

Date: November 5, 2013

Originator: John Severino, Manager Environmental Services and Energy Conservation Officer

Subject: Municipal Endorsement of Solar Rooftop FIT Project by 2391395 Ontario Inc. on the roof of 300 Lakeshore Drive, North Bay.

RECOMMENDATION

That North Bay City Council supports the construction and operation of up to 500 kW Solar Rooftop Renewable Energy Project proposed by 2391395 Ontario Inc. to be located on the roof of the building located at 300 Lakeshore Drive owned by 1808059 Ontario Limited.

BACKGROUND

The Ontario Power Authority (OPA) created the Fixed-in-Tariff (FIT) Program to encourage the development of renewable energy projects.

Ontario Power Authority FIT 3.0 takes effect November 6, 2013 and replaces the FIT 2.0 Program. As in the original FIT Program, demonstrated Municipal Council support for a project through a council resolution allows for the project to be awarded priority points. The priority points assist OPA in their evaluation and prioritization of projects for approval. The Council Resolution does not release the proponent or owner from meeting all municipal regulations (i.e. planning or building permit requirements of the municipality).

The City of North Bay maintains a policy of supporting economic development for the benefit of the community and the region. The renewable energy projects through a FIT agreement provide economic benefits to the proponents and directly and indirectly support economic development in the community.

The City of North Bay has established a policy to support individual renewable energy projects that are in congruence with the City's planning objectives through council resolution specified by the Ontario Power Authority Fixed-in-Tariff Program and subject to conditions outlined in Report No. EESW-2013-001 dated January 10, 2013.

ANALYSIS/OPTIONS

The 2391395 Ontario Inc. project is in congruence with the City of North Bay's policy of supporting economic development for the benefit of the community and the region. Therefore the proposed renewable energy project through a FIT agreement will provide economic benefits to the proponent and directly and indirectly supports economic development in the community.

The type (Solar Rooftop) and location (300 Lakeshore Drive) of the project will not negatively impact the quality of life of local residents or businesses. The project is in the interests of the community and fits the long term planning objectives of the City.

The proposed Solar Rooftop Renewable Energy Project will have positive economic and environmental impacts for the City. The project submitted to council is anticipated to meet planning and building regulations.

The proposed project meets all the criteria set by the City in Report No. EESW-2013-001 to receive a council resolution in support of the project and therefore it is recommended that North Bay City Council support the up to 500 kW Solar Rooftop Renewable Energy Project proposed by 2391395 Ontario Inc. to be located on the roof of the building located at 300 Lakeshore Drive owned by 1808059 Ontario Limited.

OPTIONS

Option 1

That North Bay City Council supports the construction and operation of up to 500 kW Solar Rooftop Renewable Energy Project proposed by 2391395 Ontario Inc. to be located on the roof of the building located at 300 Lakeshore Drive owned by 1808059 Ontario Limited.

Option 2

The City can opt to deny the request from 2391395 Ontario Inc., for a council resolution supporting their application for the construction and operation of up to 500 kW Solar Rooftop Renewable Energy Project. If denied, 2391395 Ontario Inc. may proceed with the project application to the OPA. The proponent's application will be evaluated by the OPA and will not receive priority points that are allocated for Municipal Council support. The probability of the project receiving approval by the OPA would be slightly diminished.

RECOMMENDED OPTION

Option 1 is recommended.

That North Bay City Council supports the construction and operation of up to 500 kW Solar Rooftop Renewable Energy Project proposed by 2391395 Ontario Inc. to be located on the roof of the building located at 300 Lakeshore Drive owned by 1808059 Ontario Limited.

Respectfully submitted,



**John Severino P. Eng.
Manager of Environmental Services
and Energy Conservation Officer**

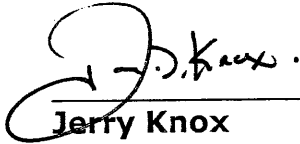
We concur in this report and recommendation.



Alan Korell, P. Eng., M.C.I.P.
Managing Director of Engineering,
Environmental Services & Works



Peter Chirico
Managing Director of Community
Services



Jerry Knox
Chief Administrative Officer

Personnel designated for continuance: J. Severino

wpd/engin/eejsev/Council Reports – Municipal Endorsements of FIT Projects Council Report – Solar
Projects – 300 Lakeshore Drive

Report to Council

Report No: CORP 2013-119

Date: November 5, 2013

Originator: Laura Boissonneault / Margaret Karpenko

Subject: 2014 Administration Recommended Operating Budget

RECOMMENDATION:

That the 2014 Administration Recommended Operating Budget be received and referred to the General Government Committee.

BACKGROUND:

During October 2013, the Business Unit Managing Directors and their management teams met with the Chief Administrative Officer, the Chief Financial Officer and the Supervisor of Budgets and Financial Reporting to review their 2014 Preliminary Operating Budget submissions.

Adjustments were made and the attached is a summary of the proposed Administration Recommended 2014 Operating Budget. Detailed Operating Budgets will be delivered to Council at the November 12, 2013 meeting.

Budget Development Guidelines

The 2014 Administration Recommended Operating Budget was prepared with the following guidelines:

- **Service Levels:** The preliminary budget was prepared with Management's best estimates and lowest cost estimates to deliver services to the taxpayers. This will include alternative service levels that will assist to offset the general pressures of rising costs. The preliminary budget includes these notable adjustments and is communicated within the summary entitled notable changes. The budget was prepared with an overall target level of a 1.5% increase.
- **Expenditures:** Represent management's best estimates to provide services. Management estimates include:
 - Annualized approved Council initiatives or partial items within the 2013 Operating Budget
 - Inclusion of contractual agreements

-
- Known revenue reductions
 - Legislated changes that came into effect
 - **Staff Complement:** Changes to staff complement would be communicated in the notable changes. Should identifiable staff be affected the notable change will be identified as 'in-camera' and the information will be contained on purple paper within the budget document. Changes to staff complement may be initiated through restructuring, attrition, and service levels changes.

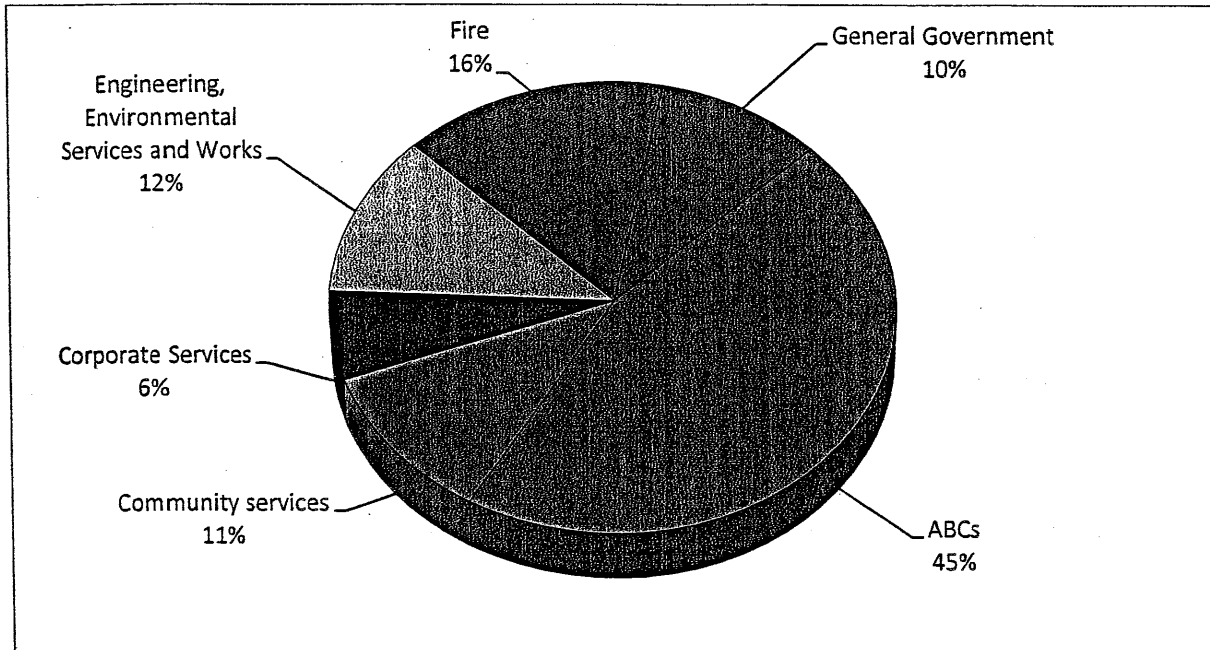
As guiding principles, we continue to reflect the total City employee complement within the operating budget, including wages and benefits related to capital projects within the related cost centers with all associated offsetting internal revenue transfers from Capital funds.

- **User Fees:** User fees have been calculated in accordance with a study or prior approvals of Council. Any new user fees have been tabled at the Oct 15th, 2013 Council Meeting and are scheduled for Public Meeting on November 18th.
- **Fringe Benefits:** All staff benefit costs have been calculated by the Finance Department and are reflected within the department that the individual works. Some benefits are based on estimates as the relevant 2014 information was not available at the time of this report.
- **Utility Costs:** Finance obtained rate estimates from North Bay Hydro and other utility experts. The projections take into consideration the prior year's actual and expected future trends. 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, approved rate increases and any known revenue reductions.
- **Local Agencies, Boards and Commissions:** An estimated 1.5% increase has been included for those Local Agencies, Boards and Commissions where 2014 operating budgets have yet to be received.

As with any budget, there are risks associated with forecasting expenditures and revenues. Many municipal expenditures are non-discretionary; therefore, impacts from factors such as assessment appeals, fuel costs, utilities, permit revenues, etc... may significantly impact net municipal costs, increasing the risk of future budget variances. The tabled budget contains a

contingency account of \$125,000 that may somewhat mitigate the aforementioned risks.

Below is a graph demonstrating how the net tax levy supported budget is divided by business unit. The total net expenditure amount is \$78.4 million. Detailed summary of budget changes are provided in Schedules A – E.



The Administration Recommended Operating Budget, as presented, would require a tax levy increase of **\$3,031,288 or 4.02%**. The assessment base real growth for 2013 is estimated at 1.08% which will effectively reduce the required tax levy increase down to **2.94%**. The major items accounting for this increase are as follows:

- **Business Units increasing by \$227,044 or 0.30%** levy increase resulting from: estimated wage & benefit increases, \$258,405; higher utilities, \$204,467; higher insurance premiums, \$98,230; higher contracts, \$76,780; and lost Fire revenues, \$70,359; partially offset by lower telephone costs, (\$38,225); and lower aggregates and material costs, (\$42,771); lower repair parts, (\$58,100); lower mileage, conference, seminar, and meal costs (\$25,350); higher arena revenues (\$155,359); higher transit revenues, (\$54,924), and higher parking revenues (\$25,637).
- **General Government Activities increasing by \$2,176,056 or 2.89%** levy increase resulting from: lower use of reserve funds, \$185,049; reduction in the Ontario Municipal Partnership Funding,

\$848,870; higher Principal and Interest payments, \$589,011; higher tax grants, \$118,432; higher Capital Levy transfer, \$393,852.

In early 2012, the government announced the review of the Ontario Municipal Funding (OMPF) and the phase-down of the program to 500 million by 2016 with 25 million reductions per year. It was also communicated that the funding envelope would include all transition and reconciliation dollars thereby eliminating reconciliations. As part of the 2013 OMPF Transition year, there was an introduction of a new transformative element to the program through the Municipal Fiscal Circumstances Index (MFCI), which targets the funding to rural and northern municipalities facing more challenging fiscal circumstances. As part of this ongoing transition the Ministry of Finance has established an OMPF working group that has been consulted on the development of a new OMPF formula that will continue to use the transformative element MFCI. Based on Administration's projections an \$800,000 reduction in OMPF forms part of this budget. It is anticipated that the 2014 OMPF allocation notices will be received prior to the end of November.

- **Local Agencies, Boards, and Commissions increasing by \$628,188 or .83% levy increase.** An estimate of 1.50% budget increase has been used for Local Agencies, Boards, and Commissions where 2014 budgets are yet to be received.

The following will be the Committee Meetings of Council:

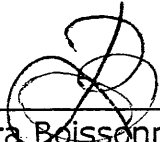
- Community Services/Fire – November 18th, 2013 at 1:00pm
- Corporate Services/General Government – November 19th, 2013 at 1:00pm
- Engineering, Environmental and Works – November 19th, 2013 at 4:00pm
- The results of the Standing Committee Meetings will be reviewed with Council at the General Government Committee Meeting on Monday, December 2nd, 2013, at 7:00 p.m. in the City Council Chambers. A staff presentation will provide an overview of the 2014 Committee Recommended Operating Budget and will identify the major impacts, both positive and negative.

The final budget recommendations are scheduled to be considered at the on Monday, December 9th, 2013.

RECOMMENDED OPTION:

That the 2014 Administration Recommended Operating Budget be received and referred to the General Government Committee.

Respectfully submitted,



Laura Boissonneault, CGA
Supervisor of Budgets &
Financial Reporting



Margaret Karpenko, CMA
Chief Financial Officer/Treasurer

The 2014 Operating has undertaken significant changes. Past budgets were prepared from a status quo perspective, whereas for 2014, in consultation with the Mayor, Deputy Mayor, Chief Financial Officer and Chief Administrative Officer, a target of 1.5% was established. This target was based on the estimated expected annual general Consumer Price Index (CPI). At the time it was recognized this was a very aggressive target particularly given the fact the demands and pressures placed on municipal costs are beyond those of the general basket of goods that the standard CPI is based on. In addition to the change establishing a target, an objective to completing the budget process by year end was also established.

With respect to the Operating components of the 2014 Operating Budget being submitted to Council, I commend all departments for their commitment in developing ways to limit operating increases to .30% with minimal impact to service levels. Also, our affiliated ABC's are also making a conscious effort to minimize the cost of providing services.

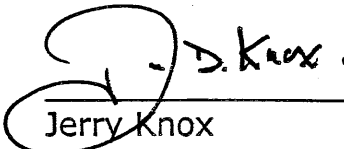
The proposed budget includes a, worse case, reduction of some \$848,870 in OMPF funding which contributes approximately 1% to the City's total budget. Confirmation of the actual reduction is expected by December.

There has been significant discussion about the City's long term capital plan and the importance of investing in community capital. As highlighted recently, these investments have been recognized as contributing to improving operational performance as well as lessening the impact on the operating budget. The increase in capital for 2014 has an effect of increasing the 2014 budget by approximately 1.4%.

OMPF and 2014 capital investments contributes some 2.4% of the total budget increase. As has been discussed, one option for consideration is to reduce the 2014 capital investment, and, as previously stated, this is not recommended. If Council wishes to focus on a change in the capital plan, it would be recommended that in 2014 staff and council review and revise the long term capital plan.

With respect to Business Unit operating budgets, the total impact is .3% and the standing committees for each division will have an opportunity to review in the coming weeks.

I concur in this report and recommendation.



Jerry Knox
Chief Administrative Officer

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

Attach.

- A. Business Unit Summary
- B. Community Services Net Levy Budget
- C. Corporate Services Net Levy Budget
- D. Engineering, Environmental Services & Works Net Levy Budget
- E. Fire Services Net Levy Budget

X:/FinServ/1. Operating Budget/2014/2014 Administration Recommended Operating Budget



Business Unit Summary - Appendix A

Budget Year: 2014

YTD End Date: October 2013

	2012 Actuals	2013 Actuals YTD	2013 Budget	2014 Finance Review	Variance	Variance %
Community Services						
AQUATIC CENTRE	260,979	190,777	275,391	287,951	12,560	4.56%
ARENA - MEMORIAL GARDENS	627,350	628,111	614,068	611,825	(2,243)	-0.37%
ARENA - PETE PALANGIO	188,270	146,999	97,953	108,175	10,223	10.44%
ARENA - WEST FERRIS	237,079	243,000	278,126	292,082	13,957	5.02%
BUILDING	62,567	104,597	59,973	59,861	(112)	-0.19%
COMMUNITY SERVICES ADMIN	147,908	145,358	183,455	195,516	12,062	6.57%
ECONOMIC DEVELOPMENT	593,525	428,035	642,583	650,546	7,963	1.24%
KINGS LANDING	2,558	580	5,131	5,376	245	4.78%
MARINA	(576)	(23,528)	0	0	0	0.00%
PARKING OPERATIONS	(251,420)	(275,929)	(278,272)	(300,616)	(22,344)	-8.03%
PARKS - OPERATIONS	3,045,999	2,885,249	3,198,933	3,252,031	53,098	1.66%
PARKS - SPORTS FIELD COMPLEX	152,584	98,654	97,251	104,921	7,670	7.89%
PLANNING DEPARTMENT	412,545	280,915	381,714	385,255	3,542	0.93%
REC, LEISURE, & CULTURAL SERVICES	617,682	563,121	653,559	654,086	527	0.08%
SKATEBOARD PARK	126	0	0	0	0	0.00%
TRANSIT	2,924,799	3,030,886	2,348,354	2,349,006	652	0.03%
Total:	9,021,974	8,446,826	8,558,216	8,656,016	97,800	1.14%
Corporate Services						
COUNCIL SECRETARIAT	833,650	576,676	852,148	826,168	(25,979)	-3.05%
CUSTOMER SERVICE CENTRE	0	112,567	177,257	357,548	180,291	101.71%
FINANCIAL SERVICES	1,553,499	1,281,770	1,530,105	1,344,748	(185,357)	-12.11%
HUMAN RESOURCES	1,199,482	979,860	1,127,405	1,113,077	(14,328)	-1.27%
INFORMATION SYSTEMS	1,201,483	1,214,361	1,309,544	1,299,359	(10,185)	-0.78%
LEGAL DEPARTMENT - BY-LAW ENFORCEMENT	(59,625)	(31,362)	(30,663)	(55,966)	(25,303)	-82.52%
LEGAL DEPARTMENT - GENERAL	481,163	278,006	367,343	381,871	14,528	3.95%
LEGAL DEPARTMENT - POA	(306,411)	(504,141)	(274,480)	(278,807)	(4,326)	-1.58%
Total:	4,903,240	3,907,738	5,058,659	4,987,999	(70,660)	-1.40%
Engineering, Environmental Services & Works						
ENGINEERING SERVICES	374,275	652,352	375,584	368,278	(7,306)	-1.95%
ENVIRONMENTAL SERVICES	289,857	194,460	337,657	336,632	(1,024)	-0.30%
FLEET MANAGEMENT	(869,173)	(274,730)	(382,895)	(410,053)	(27,157)	-7.09%
ROADS DEPARTMENT	7,093,130	7,081,256	7,089,253	7,173,517	84,264	1.19%
STORM SEWERS	647,581	506,999	615,256	614,286	(970)	-0.16%
WORKS DEPT ADMINISTRATION	988,985	850,360	1,056,111	1,066,492	10,381	0.98%
Total:	8,524,656	9,010,696	9,090,965	9,149,152	58,187	0.64%
Fire Department						
FIRE DEPARTMENT	11,545,190	9,031,667	12,074,098	12,209,093	134,996	1.12%
Total:	11,545,190	9,031,667	12,074,098	12,209,093	134,996	1.12%
General Government Activities						
FINANCIAL EXPENSES	15,299,497	8,679,720	15,482,057	16,640,874	1,158,817	7.48%
GENERAL REVENUES	(84,685,218)	(86,883,422)	(10,652,159)	(9,634,920)	1,017,239	9.55%
MAYOR & COUNCIL	307,588	254,999	350,124	352,110	1,986	0.57%
OFFICE OF THE CAO	487,164	359,832	414,184	418,920	4,735	1.14%
Total:	(68,590,969)	(77,588,871)	5,594,207	7,776,984	2,182,777	39.02%
	(34,595,908)	(47,191,944)	40,376,144	42,779,244	2,403,100	5.95%
Local Agencies, Boards & Commissions						
	34,589,661	32,762,387	35,004,686	35,632,874	628,188	1.79%
Total:	(6,247)	(14,429,557)	75,380,830	78,412,118	3,031,288	4.02%
				(816,000)		-1.08%
Grand Total:	(6,247)	(14,429,557)	75,380,830	77,596,118	2,215,288	2.94%

Community Services Net Levy Budget

2014 Administration Recommended Operating Budget

	2013 Budget	2014 Budget	Change	Percentage
REVENUE				
FEES/SERV CHGE/DONATIONS	(6,643,532)	(6,854,002)	(210,470)	3.17 %
INTERNAL TRANSFERS (Rev)	(77,419)	(77,419)	0	0.00 %
OTHER REVENUE	(1,886,406)	(2,324,272)	(437,866)	23.21 %
TOTAL REVENUE	(8,607,357)	(9,255,693)	(648,336)	7.53 %
EXPENSE:				
PERSONNEL				
SALARY & WAGES	7,157,520	7,332,206	174,686	2.44 %
OVERTIME	99,893	94,993	(4,900)	(4.91 %)
OTHER WAGE COSTS	441,278	450,040	8,763	1.99 %
EMPLOYEE ALLOWANCES	26,575	26,575	0	0.00 %
EMPLOYEE BENEFITS	2,329,050	2,347,395	18,344	0.79 %
	10,054,316	10,251,209	196,893	1.96 %
GOOD & SERVICES				
ADMINISTRATION EXPENSES	499,095	491,395	(7,700)	(1.54 %)
CONTRACTS	886,711	923,509	36,798	4.15 %
FLEET SUPPLIES	2,031,646	2,025,264	(6,382)	(0.31 %)
FOR SALE SUPPLIES	17,000	5,000	(12,000)	(70.59 %)
GENERAL SUPPLIES	198,630	176,398	(22,232)	(11.19 %)
INSURANCE EXPENSES	350,728	413,581	62,853	17.92 %
LEASES & RENTS	109,300	113,833	4,533	4.15 %
MAINTENANCE SERVICE FEES	496,800	498,025	1,225	0.25 %
MATERIALS	226,050	226,050	0	0.00 %
OTHER SERVICES & RENTS	74,296	75,280	984	1.32 %
OTHER SUPPLIES	21,500	18,500	(3,000)	(13.95 %)
PROFESSIONAL FEES	10,250	10,250	0	0.00 %
UTILITIES / TAXES	1,091,007	1,197,783	106,776	9.79 %
	6,013,013	6,174,868	161,855	2.69 %
CAPITAL / RESERVE				
CAPITAL FINANCING	88,530	488,564	400,034	451.86 %
CAPITAL PURCHASES	124,930	122,030	(2,900)	(2.32 %)
	213,460	610,594	397,134	186.05 %
INTERNAL TRANSFERS (Exp)	884,784	875,037	(9,747)	(1.10 %)
TOTAL EXPENSE	17,165,573	17,911,708	746,135	4.35 %
Total	8,558,216	8,656,016	97,800	1.14 %

Corporate Services Net Levy Budget

2014 Administration Recommended Operating Budget

	2013 Budget	2014 Budget	Change	Percentage
REVENUE				
FEES/SERV CHGE/DONATIONS	(804,314)	(836,336)	(32,022)	3.98 %
OTHER REVENUE	(2,770,726)	(2,796,343)	(25,617)	0.92 %
ONTARIO SPECIFIC GRANTS	(13,750)	(27,500)	(13,750)	100.00 %
INTERNAL TRANSFERS (Rev)	(582,617)	(532,758)	49,859	(8.56 %)
TOTAL REVENUE	(4,171,407)	(4,192,937)	(21,530)	0.52 %
EXPENSE:				
PERSONNEL				
SALARY & WAGES	4,708,429	4,596,637	(111,792)	(2.37 %)
OVERTIME	14,000	13,500	(500)	(3.57 %)
OTHER WAGE COSTS	1,299	1,338	39	2.97 %
EMPLOYEE ALLOWANCES	200	200	0	0.00 %
EMPLOYEE BENEFITS	1,624,390	1,550,907	(73,483)	(4.52 %)
	6,348,318	6,162,582	(185,736)	(2.93 %)
GOOD & SERVICES				
ADMINISTRATION EXPENSES	443,495	457,229	13,734	3.10 %
CONTRACTS	258,720	345,271	86,551	33.45 %
GENERAL SUPPLIES	153,515	149,375	(4,140)	(2.70 %)
INSURANCE EXPENSES	302,661	318,186	15,525	5.13 %
LEASES & RENTS	54,500	55,000	500	0.92 %
MAINTENANCE SERVICE FEES	387,550	389,850	2,300	0.59 %
OTHER FINANCIAL COSTS	17,000	19,000	2,000	11.76 %
OTHER SERVICES & RENTS	259,574	263,114	3,540	1.36 %
OTHER SUPPLIES	5,500	5,500	0	0.00 %
PROFESSIONAL FEES	342,850	340,300	(2,550)	(0.74 %)
UTILITIES / TAXES	192,638	208,729	16,091	8.35 %
	2,418,003	2,551,554	133,551	5.52 %
CAPITAL/RESERVE				
CAPITAL FINANCING	170,000	170,000	0	0.00 %
CAPITAL PURCHASES	40,056	35,500	(4,556)	(11.37 %)
	210,056	205,500	(4,556)	(2.17 %)
INTERNAL TRANSFERS (Exp)	253,689	261,300	7,611	3.00 %
TOTAL EXPENSE	9,230,066	9,180,936	(49,130)	(0.01)
Total	5,058,659	4,987,999	(70,660)	(1.40 %)

Engineering & Environmental Services Net Levy Budget

2013 Administration Recommended Operating Budget

	2013 Budget	2014 Budget	Change	Percentage
REVENUE				
FEES/SERV CHGE/DONATIONS	(2,875,994)	(2,888,194)	(12,200)	0.42 %
INTERNAL TRANSFERS (Rev)	(5,345,593)	(5,428,323)	(82,730)	1.55 %
OTHER MUNICIPAL	(160,302)	(165,302)	(5,000)	3.12 %
OTHER REVENUE	(1,942,530)	(1,845,276)	97,254	(5.01 %)
TOTAL REVENUE	(10,324,419)	(10,327,095)	(2,676)	0.03 %
EXPENSE:				
PERSONNEL				
SALARY & WAGES	6,143,906	6,232,510	88,604	1.44 %
OVERTIME	388,305	394,993	6,688	1.72 %
OTHER WAGE COSTS	388,182	396,920	8,737	2.25 %
EMPLOYEE BENEFITS	2,003,834	2,042,963	39,128	1.95 %
	8,924,228	9,067,385	143,157	1.60 %
GOOD & SERVICES				
ADMINISTRATION EXPENSES	179,250	172,115	(7,135)	(3.98 %)
CONTRACTS	3,687,230	3,614,983	(72,248)	(1.96 %)
EMPLOYEE ALLOWANCES	0	10,800	10,800	0
FLEET SUPPLIES	1,745,100	1,691,119	(53,981)	(3.09 %)
GENERAL SUPPLIES	151,221	145,310	(5,911)	(3.91 %)
INSURANCE EXPENSES	226,363	241,511	15,148	6.69 %
LEASES & RENTS	309,250	291,400	(17,850)	(5.77 %)
MAINTENANCE SERVICE FEES	222,400	188,945	(33,455)	(15.04 %)
MATERIALS	822,852	780,081	(42,771)	(5.20 %)
OTHER SERVICES & RENTS	21,800	21,300	(500)	(2.29 %)
OTHER SUPPLIES	9,000	8,000	(1,000)	(11.11 %)
PROFESSIONAL FEES	109,700	110,500	800	0.73 %
UTILITIES / TAXES	960,163	1,032,592	72,429	7.54 %
WRITE OFFS	2,500	1,500	(1,000)	(40.00 %)
	8,446,829	8,310,156	(136,674)	(1.62 %)
CAPITAL/RESERVE				
CAPITAL FINANCING	189,700	189,700	0	0.00 %
CAPITAL PURCHASES	11,120	5,500	(5,620)	(50.54 %)
	200,820	195,200	(5,620)	(2.80 %)
INTERNAL TRANSFERS (Exp)	1,843,507	1,903,507	60,000	3.25 %
TOTAL EXPENSE	19,415,384	19,476,248	60,863	0.31 %
NET TOTAL	9,090,965	9,149,152	58,187	0.64 %

Fire Services Net Levy Budget

2014 Administration Recommended Operating Budget

	2013 Budget	2014 Budget	Change	Percentage
REVENUE				
FEES/SERV CHGE/DONATIONS	(116,000)	(116,000)	0	0.00 %
INTERNAL TRANSFERS (Rev)	(13,169)	(13,169)	0	0.00 %
OTHER REVENUE	(76,359)	(6,000)	70,359	(92.14 %)
TOTAL REVENUE	(205,528)	(135,169)	70,359	(34.23 %)
EXPENSE:				
PERSONNEL				
SALARY & WAGES	8,273,517	8,282,645	9,128	0.11 %
OVERTIME	100,000	154,000	54,000	54.00 %
OTHER WAGE COSTS	777,305	808,396	31,091	4.00 %
EMPLOYEE ALLOWANCES	66,520	68,516	1,996	3.00 %
EMPLOYEE BENEFITS	2,186,636	2,167,486	(19,150)	(0.88 %)
	11,403,978	11,481,043	77,065	0.68 %
GOOD & SERVICES				
ADMINISTRATION EXPENSES	95,650	81,400	(14,250)	(14.90 %)
CONTRACTS	1,000	1,000	0	0.00 %
FLEET SUPPLIES	199,880	216,030	16,150	8.08 %
GENERAL SUPPLIES	169,000	159,400	(9,600)	(5.68 %)
INSURANCE EXPENSES	64,479	69,456	4,977	7.72 %
MAINTENANCE SERVICE FEES	213,300	192,500	(20,800)	(9.75 %)
OTHER SUPPLIES	40,800	39,800	(1,000)	(2.45 %)
PROFESSIONAL FEES	2,500	2,500	0	0.00 %
UTILITIES / TAXES	64,039	76,133	12,094	18.89 %
	850,648	838,219	(12,429)	(1.46 %)
CAPITAL/RESERVE				
CAPITAL PURCHASES	25,000	25,000	0	0.00 %
TOTAL EXPENSE	12,279,626	12,344,262	64,636	0.53 %
Total	12,074,098	12,209,093	134,996	1.12 %

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-214

**BEING A BY-LAW TO CONFIRM PROCEEDINGS
OF THE MEETING OF COUNCIL ON
OCTOBER 28, 2013**

WHEREAS the *Municipal Act, R.S.O. 2001*, Chapter 25, (the "Act") Section 5(1), provides that the powers of a municipal corporation shall be exercised by Council;

AND WHEREAS Section 5 (3) of the Act provides a municipal power, including a municipality's capacity, rights, powers and privileges under section 9 of the Act, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise and any of the matters shall be implemented by the exercise of the natural person powers;

AND WHEREAS in many cases action which is taken or authorized to be taken by Council does not lend itself to the passage of an individual by-law;

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

1. That the actions of the Council of The Corporation of the City of North Bay at its meeting held on October 28, 2013 in respect of each motion, resolution and other action passed and taken by the Council at its said Meeting is, except where the prior approval of the Ontario Municipal Board or other authority is by law required, hereby adopted, ratified and confirmed.
2. That where no individual by-law has been passed with respect to the taking of any action authorized in or by the Council mentioned in Section 1 hereof or with respect to the exercise of any powers of the Council, then this by-law shall be deemed for all purposes to the by-law required for approving and authorizing the taking of any action authorized therein or thereby required for the exercise of any powers therein by Council.
3. That the Mayor and the proper officers of The Corporation of the City of North Bay are hereby authorized and directed to do all things necessary to give effect to the said actions or to obtain approvals where required, and to execute all documents as may be necessary and directed to affix the corporate seal to all such documents as required.

READ A FIRST TIME IN OPEN COUNCIL THIS 12TH DAY OF NOVEMBER, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 12TH DAY OF NOVEMBER, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND PASSED THIS 12TH DAY OF NOVEMBER, 2013.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD