



# Committee Agenda

**Committee Meeting of Council  
March 12, 2012  
at 7:00 p.m.**

# MEETINGS

**FOR THE WEEK OF  
MARCH 12<sup>TH</sup>, 2012**

Monday, March 12, 2012

7:00 p.m.

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

# MEETINGS

**HELD UNDER THE  
*PLANNING ACT***

Monday, March 12, 2012

7:00 p.m.

Rezoning application  
Southshore Investments Inc.  
1704 - 1730 Main Street West

# MEETINGS

**HELD UNDER THE  
*MUNICIPAL ACT***

Monday, March 12, 2012

7:00 p.m.

Sport Fields User Fees

## COMMUNITY SERVICES COMMITTEE

Monday, March 12, 2012

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

- CS-2001-35 Rezoning applications by Consolidated Homes Ltd. – Golf Club Road (D14/2001/CHLTD/GOLFCLUB).
- CS-2003-37 Condominium application by Rick Miller on behalf of New Era Homes Ltd. - McKeown Avenue (D07/2003/NEHL/ MCKEOWN).
- CS-2004-29 Rezoning and Plan of Subdivision applications by Rick Miller on behalf of Grand Sierra Investments Ltd. - Sage Road (D12/D14/2003/GSIL/ SAGERD).
- CS-2011-04 Motion moved by Councillor Mayne on January 24, 2011 re Designated Off-Leash Dog Area (R00/2011/PARKS/DOGPARK).
- CS-2011-16 Plan of Subdivision application by Miller & Urso Surveying Inc. on behalf of 873342 Ontario Inc. (Kenalex Development Inc.) - Phase II, Trillium Woods Subdivision (Booth Road) (D12/2011/KENAL/BOOTHRD2).
- CS-2011-22 Report from E. Acs dated November 15, 2011 re 2011 Update - Municipal Accessibility Advisory Committee Annual Report (C01/2011/ MAAC/GENERAL).
- **CS-2011-23 Report from I.G. Kilgour dated November 22, 2011 re Sport Field User Fees (C00/2011/BYLAW/USERFEES).**
- CS-2011-24 Report from P. Carello dated November 25, 2011 re 2011 Municipal Heritage Committee Annual Report (R01/2011/NBMHC/GENERAL).
- **CS-2012-05 Report from S. McArthur dated February 2, 2012 re Rezoning application by Southshore Investment Inc. - 1704 to 1730 Main Street West (D14/2012/SSINV/MAINSTW).**
- CS-2012-06 Report from C.M. Conrad / S. Killins dated February 7, 2012 re Proposed amendments to Property Standards By-Law No. 1999-06 (C00/2012/BYLAW/PROPERTY).

# CS-2011-23

Draft recommendation:

- “That a) the Sport Field User Fees asset out in Report to Council CSBU 2012-26 dated January 24, 2012 from Ian Kilgour be approved; and
- c) the City Clerk be directed to amend the User Fee By-Law accordingly.”

## City of North Bay

### Report to Council

Report No: CSBU 2012-26

Date: January 24, 2012

Originator: Ian Kilgour  
Director Parks, Recreation and Leisure Services

Subject: Sport Field User Fees-Supplemental Report to CSBU 2011-111 Report

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#### RECOMMENDATION

- 1) That the attached Field User Fee chart and accompanying Supplemental Report to Council CSBU 2012-26 be received by Council in consideration of Report CSBU 2011-111 for formal consultations with user groups by way of Public Meeting before Council as required by the User Fee By-Law.
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#### BACKGROUND

This report is being presented at this time to provide field user groups with fee information that will assist them in their budgeting and setting registration fees for the 2012 season. The User Fee By-law process is scheduled for a Public Meeting regarding User Fees in April/May 2012.

Over the past year, staff has been undertaking a review of Sports Field User Fees in an effort to determine the appropriate fee structure for sport fields. In reviewing previous years, the cost recovery from user fees represented between 25 and 35 percent of direct maintenance costs. The recommended fees in the original report to this supplemental (CSBU 2011-111) uses a cost recovery of 50% of Parks, Recreation & Leisure Services direct and indirect costs.

In 2011, Parks and Recreation staff commenced a review of Sports Field User Fees which included comparison to 17 other communities and consultation with user groups. The study also reviewed both direct and indirect costs associated to Sports Fields.

On November 22, 2011, Council was presented with Report CSBU 2011-111 Sport Field Recommended User Fees (copy attached). An excerpt from the proposed fee structure of CSBU 2011-111 is shown below.

#### User Fee Structure as Recommended in Original Report CSBU 2011-111

*The following is the proposed fee structure charged on an hourly basis for sport field use:*

- f) Tournament: discounted hourly rate proposed based on level of play and number of out of town teams participating.*

*Local, regional, provincial, national: Sliding scale of increased discount as the level of play and number of out of town teams increase. i.e. the rate/hour will decrease as the level of play and number of out of town teams increase.*

*Sport Tourism Tournaments – The City has initiated a sport tourism strategy. According to Blair McIntosh of the Sport Alliance of Ontario, tournament conveners routinely request municipalities to contribute to their events. Sport tourism tournament is defined as a minimum of 75% of participants require lodging in the City. The proposed discounts for regional/provincial tournaments and up are based on the fact people who come to these events from out of town (visitors) spend money in restaurants, hotels, gas stations, shopping. The discounted rate is proposed to encourage leagues to host these types of tournaments.*

- o Local tournament – 15% discount off of applicable hourly fees for field category (Youth or Adult)*
  - o Regional/Provincial Tournament – 25% discount off of applicable fees for field category*
  - o National Tournament – negotiated based on bid package. Minimum 25% discount*
- g) Omischl Artificial Turf off season use – cost of manpower and other services plus the hourly rental rate. Conditions will apply relating to snow cover.*

*Note:*

*Based on the cost analysis it has been determined that lights had a minimal impact on the hourly cost. It is proposed that there is no light fee charged.*

*Sport Field Categorization:*

*Fields have been grouped into categories to reflect similar levels of maintenance and play. Like fees will be charged for a field category with the goal of an overall cost recovery of 50% for sport field operations (PRLS direct and indirect).*

*Athletic Field Categories (Soccer, Football, Ultimate Frisbee)*

*Category 1 – Sport complex – Soccer/Football Synthetic Soccer Synthetic*

*Category 2 – Sport complex – Soccer Natural Turf field*

*Category 3 – Fischer, Veterans, ONR, W.J. Fricker, Graham, Amelia, Sam Jacks Mini Fields*

*Ball Field Categories*

*Category 1 – Sport Complex – 2 ball fields, 1 ball field with mound*

*Category 2 – Johnson, Troy, Veterans*

*Category 3 – Amelia, Handley, Kelly, Lennox, Centennial*

*Category 4 – Tapper Grey, Phillips (Youth Only)*

### Youth Rates

*Proposed youth rates reflect the following discount depending on the Field Category:*

*Youth Prime rate-20% discount off of adult rates (Field Categories 1 to 3)*

*Youth Prime rate on youth field (Fields category 4)-20% off of youth category 1 to 3 field rate*

*Youth Non-Prime rate – 50% discount off regular youth fee for the field category*

### Sport Complex Rates

*Based on the survey of other municipalities the proposed fees for fields at Omischl Sports Complex are not the highest or lowest, they are somewhere in between.*

A meeting with user groups was held on November 30, 2011 to review the recommended fees and rate structure in CSBU 2011-111. Following is a summary of comments and concerns expressed at the meeting.

- Proposed increase is too much – all leagues support a status quo 3% annual increase
- Proposed fees will cause registration fee sticker shock if the increase is done in one year
- Any increase over the historical 3% should be phased in over a few years
- Any increase impacts ability to pay for some who play
- Groups include CRF + HST total cost when calculating hourly rate
- Tournament Rates – local tournaments should have the same discount as out of town teams (Provincial/National)
- Youth leagues should not get discounted rates on the back of adult leagues, City should subsidize with tax base
- Low user fees promote healthy active living
- North Bay is becoming an unfriendly community because of user fees
- Additional field classification required for Athletic Fields (Amelia/Sam Jacks Mini)
- Suggested off Season discounted rates – i.e. April to mid-May, mid-October to mid-November – discounted rate to encourage use
- Why does it cost more to use natural turf soccer field vs. ball field?
- Sport Tourism – hospitality partners should be supporting tournaments financially in return for the paying customers the tournaments bring to them.
- Corporate sponsorship at Omischl should offset user fees
- The City is operating like a business instead of the service it is supposed to be
- Hourly field fees cannot not be considered in isolation and total costs including the Capital Reserve Fee (CRF) as well as HST should be shown.

The following user groups were represented at the meeting:

Youth Soccer, Selects Soccer, Men's and Women's Soccer, Ultimate Frisbee, Minor Girls Softball, Minor Baseball, Senior Baseball, Men's Slo-pitch, Women's Slo-pitch, Mixed Slo-pitch, Senior Men's Fastball

Based on the feedback received from the user groups the following User Fee structure is recommended. It should be noted that these fees will make up part of the City's User Fee By-law and will need to be considered at the time Council is dealing with the User Fee by-law which

is to occur in April/May.

### **MODIFICATIONS/ADDITIONS TO PREVIOUS RECOMMENDATIONS**

- 1) Items a, b, c, and d of the User Fee Structure in Report CSBU 2011-111 remain unchanged as shown below:
  - a. Adult for users 19 and over.
  - b. Youth for users 18 and under – Proposed that the youth hourly fee be at a 20% discount off of adult fees charged for a field utilized by both adults and youth and that a youth fee be established for “youth” only/restricted fields.
  - c. Prime Time: Monday to Friday, 5 – 11pm Saturday, Sunday 8am – 11pm.
  - d. Non-Prime: Monday to Friday, 8am – 5pm Proposed 50% discount off of regular rate.
- 2) It is recommended that the original report be amended to include one tournament fee for any type of tournament. This fee would apply to local, regional/provincial events (not including regular season play or play-offs). It is proposed that the tournament discount would be 50% off of the regular rate for the field/time/age group. National tournaments would receive a minimum of a 50% discount; however, additional terms may be negotiated based on the national bid package and Sport Tourism benefits.
- 3) It is recommended that the original report be amended to add a fourth field category to the Athletic Field Categories based on feedback from the group. Fields suggested to be included in the new fourth field category are Amelia, Thomson Mini and the new mini fields at Bowness. This was because of the size of the fields and level of play. A fourth category has been created with a corresponding fee category.
- 4) It is recommended that the original report be amended to include a three year (3) phase-in (2012, 2013 and 2014).
- 5) It is recommended that the original report be amended to include a two year (2) phase-in for fields at the Steve Omischl Sport Complex over 2012 and 2013.



### **Field Fee Chart (attached)**

The User Field Fee chart includes:

- |                                 |                                  |
|---------------------------------|----------------------------------|
| 1) Athletic Field User Fee      | -Three (3) Year Phase-In of Fees |
| 2) Ball Field User Fee          | -Three (3) Year Phase-In of Fees |
| 3) Steve Omischl Sports Complex | -Two (2) Year Phase-In of Fees   |

The attached chart reflects changes recommended in this report, including the respective two and three year phase-in of field fee increases, the additional "Athletic Field Category 4" and corresponding user fee rates including Amelia, Bowness Mini and Thomson Mini soccer fields. The recommended tournament rate discount of 50% is not shown on the charts but is calculated as a 50% discount off of the Prime and Non-prime fees in the chart.

The chart also shows the total recommended field user fee without phase-in for comparison purposes.

The revised chart shows the new recommended rates as phased in over the next two and three years respectively; the annual 3% increase; the phased in CRF as per Clause No. 1 of Community Services Committee Report No. 2011-14 and the Harmonized Sales Tax (HST) of 13%.

Please note the following with respect to the attached Field User Fee Chart for phase-in:

- For comparing the new rates to the existing rates, the chart uses the existing lit field fee rate including the annual 3% increase
- Capital Reserve Fee (CRF) implemented to raise community share for Omischl Sports Complex
- Harmonized Sales Tax (HST) came into effect July 1, 2010
- "Recommended Fee" demonstrates total Field Fee as it would have been in 2014 including 3% increases in 2013 for the two (2) year phase-in and 2014 for the three (3) year phase-in. It utilizes the appropriate recommended fees in CSBU 2011-111 as the base fee.

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### **ANALYSIS / OPTIONS**

- 1) That the attached Field User Fee chart and accompanying Report to Council CSBU 2012-26 be received by Council in consideration of Report CSBU 2011-111 for formal consultations with user groups by way of Public Meeting before Council as required by the User Fee By-Law.

- 2) That Council not receive the supplemental report CSBU 2012-26
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**RECOMMENDED OPTION / FINANCIAL IMPLICATIONS**

- 1) That the attached Field User Fee chart and accompanying Report to Council CSBU 2012-26 be received by Council in consideration of Report CSBU 2011-111 for formal consultations with user groups by way of Public Meeting before Council as required by the User Fee By-Law.



Ian Kilgour,  
Director Parks, Recreation and Leisure Services

I concur in this report and recommendation.



Jerry Knox  
Managing Director Community Services



Margaret Karpenko  
Chief Financial Officer



Dave Linkie  
Chief Administrative Officer

Person designated for continuance:

Attachments: CSBU-2011-111-Sport Field Recommended Use Fees  
Field User Fee Chart

**DRAFT**

**Recommended Athletic Field Rates**

Field Classification	Existing Hourly Rental Rate	Recommended Hourly Prime Time Rate Adult	Recommended Non-Prime Rate Adult 50% discount	Recommended Local Tournament Rate Adult 15% discount	Recommended Provincial Tournament Rate Adult 25% discount	Recommended Hourly Prime Time Rate Youth 20% discount	Recommended Non-Prime Rate Youth 50% discount	Recommended Local Tournament Rate Youth 15% discount	Recommended Provincial Tournament Rate Youth 15% discount
1 Sport Complex Artificial Turf	\$35.40 WL \$39.82 L	\$61.53	\$30.77	\$52.30	\$46.15	\$49.22	\$24.61	\$41.84	\$36.92
2 Sport Complex Natural Turf	\$25.00 WL \$30.00L	\$38.15	\$19.08	\$32.42	\$28.61	\$30.52	\$15.26	\$25.94	\$22.89
3 Fischer Veterans Graham ONR Fricker Amelia Sam Jacks Mini	\$16.62 WL \$18.15 L	\$30.64	\$15.32	\$26.04	\$22.98	\$24.51	\$12.26	\$20.83	\$18.38

**ATHLETIC FIELD USER FEE - THREE YEAR PHASE-IN OF FEES**

Current Fee	Recommended Fee	Phase in over 3 Years			Increase From Current	3 Year Phase-In
		2012 0.00%	2013 3.00%	2014 3.00%		

**ADULT FEES**

Field Classification #3 - Prime Fisher, Veterans, Graham, ONR, Fricker	\$18.15	\$30.64		\$32.51	\$14.36	\$4.79
		\$4.79 increase per year	\$22.94	\$27.72	\$32.51	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$3.50	\$4.64	\$5.79	
		Totals	\$30.44	\$40.36	\$50.29	

Field Classification #3 - Non-Prime Fisher, Veterans, Graham, ONR, Fricker	\$18.15	\$15.32		\$16.25	(\$1.90)	(\$0.63)
		(\$0.63) decrease per year	\$17.52	\$16.89	\$16.25	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.80	\$3.24	\$3.67	
		Totals	\$24.31	\$28.12	\$31.93	

Field Classification #4 - Prime Amelia	\$18.15	\$24.02		\$25.48	\$7.33	\$2.44
		\$2.44 increase per year	\$20.59	\$23.04	\$25.48	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$3.20	\$4.04	\$4.87	
		Totals	\$27.79	\$35.07	\$42.36	

Field Classification #4 - Non-Prime Amelia	\$18.15	\$12.01		\$12.74	(\$5.41)	(\$1.80)
		(\$1.80) decrease per year	\$16.35	\$14.54	\$12.74	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.65	\$2.93	\$3.22	
		Totals	\$22.99	\$25.48	\$27.96	

**YOUTH FEES**

Field Classification #3 - Prime Fisher, Veterans, Graham, ONR, Fricker	\$18.15	\$24.51		\$26.00	\$7.85	\$2.62
		\$2.62 increase per year	\$20.77	\$23.39	\$26.00	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$3.22	\$4.08	\$4.94	
		Totals	\$27.99	\$35.47	\$42.94	

Field Classification #3 - Non-Prime Fisher, Veterans, Graham, ONR, Fricker	\$18.15	\$12.26		\$13.01	(\$5.14)	(\$1.71)
		(\$1.71) decrease per year	\$16.44	\$14.72	\$13.01	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.66	\$2.95	\$3.25	
		Totals	\$23.09	\$25.67	\$28.26	

Field Classification #4 - Prime Amelia, Bowness & Thomson Mini	\$18.15	\$19.22		\$20.39	\$2.24	\$0.75
		\$0.75 increase per year	\$18.90	\$19.64	\$20.39	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.98	\$3.59	\$4.21	
		Totals	\$25.87	\$31.24	\$36.60	

Field Classification #4 - Non-Prime Amelia, Bowness & Thomson Mini	\$18.15	\$9.61		\$10.20	(\$7.95)	(\$2.65)
		(\$2.65) decrease per year	\$15.50	\$12.85	\$10.20	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.53	\$2.71	\$2.89	
		Totals	\$22.03	\$23.56	\$25.08	

**BALL FIELD USER FEE - THREE YEAR PHASE-IN OF FEES**

Current Fee	Recommended Fee	Phase in over 3 Years			Increase From Current	3 Year Phase-In
		2012 0.00%	2013 3.00%	2014 3.00%		

**ADULT FEES**

Field Classification #2 -Prime Troy, Johnson, Veterans	\$18.15	\$27.30		\$28.96	\$10.81	\$3.60
		\$3.60 increase per year	\$21.75	\$25.36	\$28.96	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$3.35	\$4.34	\$5.33	
		Totals	\$29.10	\$37.69	\$46.29	
Field Classification #2 -Non-Prime Troy, Johnson, Veterans	\$18.15	\$13.65		\$14.48	(\$3.67)	(\$1.22)
		(\$1.22) decrease per year	\$16.93	\$15.70	\$14.48	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.72	\$3.08	\$3.44	
		Totals	\$23.65	\$26.79	\$29.92	
Field Classification #3 -Prime Amelia, Centennial, Handley, Kelly, Lennox	\$18.15	\$22.99		\$24.39	\$6.24	\$2.08
		\$2.08 increase per year	\$20.23	\$22.31	\$24.39	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$3.15	\$3.94	\$4.73	
		Totals	\$27.38	\$34.25	\$41.12	
Field Classification #3 -Non-Prime Amelia, Centennial, Handley, Kelly, Lennox	\$18.15	\$11.50		\$12.20	(\$5.95)	(\$1.98)
		(\$1.98) decrease per year	\$16.17	\$14.18	\$12.20	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.62	\$2.88	\$3.15	
		Totals	\$22.79	\$25.07	\$27.35	

**YOUTH FEES**

Field Classification #2 -Prime Troy, Johnson, Veterans	\$18.15	\$21.84		\$23.17	\$5.02	\$1.67
		\$1.67 increase per year	\$19.82	\$21.50	\$23.17	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$3.10	\$3.83	\$4.57	
		Totals	\$26.92	\$33.33	\$39.74	
Field Classification #2 -Non-Prime Troy, Johnson, Veterans	\$18.15	\$10.92		\$11.59	(\$6.56)	(\$2.19)
		(\$2.19) decrease per year	\$15.96	\$13.77	\$11.59	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.60	\$2.83	\$3.07	
		Totals	\$22.56	\$24.60	\$26.65	
Field Classification #3 -Prime Amelia, Centennial, Handley, Kelly, Lennox	\$18.15	\$18.39		\$19.51	\$1.36	\$0.45
		\$0.45 increase per year	\$18.60	\$19.06	\$19.51	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.94	\$3.52	\$4.10	
		Totals	\$25.54	\$30.57	\$35.61	
Field Classification #3 -Non-Prime Amelia, Centennial, Handley, Kelly, Lennox	\$18.15	\$9.20		\$9.76	(\$8.39)	(\$2.80)
		(\$2.80) decrease per year	\$15.35	\$12.56	\$9.76	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.52	\$2.67	\$2.83	
		Totals	\$21.87	\$23.23	\$24.59	
Field Classification #4 -Prime Trapper Gray, Phillips	\$18.15	\$14.71		\$15.61	(\$2.54)	(\$0.85)
		(\$0.85) decrease per year	\$17.30	\$16.45	\$15.61	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.77	\$3.18	\$3.59	
		Totals	\$24.07	\$27.63	\$31.19	
Field Classification #4 -Non-Prime Trapper Gray, Phillips	\$18.15	\$7.36		\$7.81	(\$10.34)	(\$3.45)
		(\$3.45) decrease per year	\$14.70	\$11.26	\$7.81	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.43	\$2.50	\$2.58	
		Totals	\$21.13	\$21.76	\$22.38	

**STEVE OMISCHL SPORTS COMPLEX - TWO YEAR PHASE-IN OF FEES**

Current Fee	Recommended Fee	Phase in over 2 Years		Increase From Current	2 Year Phase-In
		2012	2013		
		0.00%	3.00%		

**ADULT FEES**

Athletic Fields - Artificial Turf <i>Prime</i>	\$39.82	\$61.53	\$63.38	\$23.56	\$11.78
	\$11.78 increase per year		\$51.60	\$63.38	
		CRF	\$4.00	\$8.00	
		HST	\$7.23	\$9.28	
		Totals	\$62.83	\$80.65	
Athletic Fields - Artificial Turf <i>Non-Prime</i>	\$39.82	\$30.77	\$31.69	(\$8.13)	(\$4.06)
	(\$4.06) decrease per year		\$35.76	\$31.69	
		CRF	\$4.00	\$8.00	
		HST	\$5.17	\$5.16	
		Totals	\$44.92	\$44.85	
Athletic Fields - Natural Turf <i>Prime</i>	\$30.00	\$38.15	\$39.29	\$9.29	\$4.65
	\$4.65 increase per year		\$34.65	\$39.29	
		CRF	\$4.00	\$8.00	
		HST	\$5.02	\$6.15	
		Totals	\$43.67	\$53.44	
Athletic Fields - Natural Turf <i>Non-Prime</i>	\$30.00	\$19.08	\$19.65	(\$10.35)	(\$5.17)
	(\$5.17) decrease per year		\$24.83	\$19.65	
		CRF	\$4.00	\$8.00	
		HST	\$3.75	\$3.59	
		Totals	\$32.57	\$31.25	

**YOUTH FEES**

Athletic Fields - Artificial Turf <i>Prime</i>	\$39.82	\$49.22	\$50.70	\$10.88	\$5.44
	\$5.44 increase per year		\$45.26	\$50.70	
		CRF	\$4.00	\$8.00	
		HST	\$6.40	\$7.63	
		Totals	\$55.66	\$66.33	
Athletic Fields - Artificial Turf <i>Non-Prime</i>	\$39.82	\$24.61	\$25.35	(\$14.47)	(\$7.24)
	(\$7.24) decrease per year		\$32.58	\$25.35	
		CRF	\$4.00	\$8.00	
		HST	\$4.76	\$4.34	
		Totals	\$41.34	\$37.68	
Athletic Fields - Natural Turf <i>Prime</i>	\$30.00	\$30.52	\$31.44	\$1.44	\$0.72
	\$0.72 increase per year		\$30.72	\$31.44	
		CRF	\$4.00	\$8.00	
		HST	\$4.51	\$5.13	
		Totals	\$39.23	\$44.56	
Athletic Fields - Natural Turf <i>Non-Prime</i>	\$30.00	\$15.26	\$15.72	(\$14.28)	(\$7.14)
	(\$7.14) decrease per year		\$22.86	\$15.72	
		CRF	\$4.00	\$8.00	
		HST	\$3.49	\$3.08	
		Totals	\$30.35	\$26.80	

**STEVE OMISCHL SPORTS COMPLEX - TWO YEAR PHASE-IN OF FEES**

Current Fee	Recommended Fee	Phase in over 2 Years		Increase From Current	2 Year Phase-In
		2012	2013		
		0.00%	3.00%		

**ADULT FEES**

Ball Diamonds	\$30.00	\$32.70	\$33.68	\$3.68	\$1.84
<i>Prime</i>					
		\$1.84 decrease per year	\$31.84	\$33.68	
		CRF	\$4.00	\$8.00	
		HST	\$4.66	\$5.42	
		Totals	\$40.50	\$47.10	
Ball Diamonds	\$30.00	\$16.35	\$16.84	(\$13.16)	(\$6.58)
<i>Non-Prime</i>					
		(\$6.58) decrease per year	\$23.42	\$16.84	
		CRF	\$4.00	\$8.00	
		HST	\$3.56	\$3.23	
		Totals	\$30.98	\$28.07	

**YOUTH FEES**

Ball Diamonds	\$30.00	\$26.16	\$26.94	(\$3.06)	(\$1.53)
<i>Prime</i>					
		(\$1.53) decrease per year	\$28.47	\$26.94	
		CRF	\$4.00	\$8.00	
		HST	\$4.22	\$4.54	
		Totals	\$36.69	\$39.49	
Ball Diamonds	\$30.00	\$13.08	\$13.47	(\$16.53)	(\$8.26)
<i>Non-Prime</i>					
		(\$8.26) decrease per year	\$21.74	\$13.47	
		CRF	\$4.00	\$8.00	
		HST	\$3.35	\$2.79	
		Totals	\$29.08	\$24.26	

## City of North Bay

### Report to Council

Report No: CSBU 2011 - 111

Date: November 22, 2011

Originator: Ian Kilgour  
Director of Parks, Recreation and Leisure Services

Subject: Sport Field Recommended User Fees

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#### RECOMMENDATION

That this report regarding Sport Field User Fees be received by Council and referred to the Community Services Committee for review and discussion and a public meeting as required for user fee by-law amendments.

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#### BACKGROUND

PRLS staff recently completed a review of sport field user fees. The review included: a survey of other municipalities regarding field fees; consultation with field users; and an analysis of the City's costs related to the operation of the sport fields.

The intent of the review was to: gain an understanding of the municipality's cost to operate the fields and how these costs translate into hourly costs based on hours of field time available for use; survey other municipalities regarding fees they charge; consult with user groups to get their feedback regarding how fees could be charged.

As a result of the information gathered through these activities staff are proposing a revised fee structure; re-categorization of fields and how they relate to fees charges; and a target revenue/cost ratio which can be used as a guide to establish field fees.

#### Survey of Municipalities

A total of 17 municipalities were surveyed regarding their sport field fees and types of services offered. The information gathered portrays a wide range of ways that fees are charged. Some municipalities charge per hour; others charge per game; some charge by player. There are also differences regarding charges related to light use. Some municipalities do not add a light fee; others add a light fee on top of field fees.

Because of the different ways that municipalities charge fees it makes it very difficult to compare fee to fee. As a result, the information gathered was considered when recommending fees; however, it did not seem reasonable to compare municipalities on a fee for fee basis. This would not provide a fair analysis because of the different ways the fees were charged

The following is a sampling of rate information from the municipal surveys:

- Sault Ste. Marie  
Slo-pitch field adult per diamond per evening with lights \$55.10  
SSM Steeler Football per game with lights \$441.00 (\$200 Bulldogs 5 hr. booking)  
High school football season with lights \$6715.00



- Sudbury
  - Artificial turf – Adult Prime - \$62.83
  - Adult major complex – 37.61, Adult minor complex – 29.87
- Sarnia
  - Class B diamonds – Adult Lit - \$117 per use (max 3 hrs.)
  - Class C diamonds – Adult Non lit = \$56 per use (max 3 hrs)
- Timmins soccer/football/ball adult per game with lights \$27.00
- Orillia
  - athletic field adult with lights \$58.71/2.5 hours
  - artificial turf adult with lights \$90.20/2.5
- Bellville
  - ball diamonds and soccer adults with lights \$51.00/hr.
  - artificial turf adult with lights \$65.00/hr.
- Arnprior adult leagues ball fields \$43.69/hr., Minor leagues, 20.37/hr.

In consultation with Sarnia and Sudbury they indicated that youth sport leagues received a discount off of the adult regular rental fees.

The above snapshots of rates are for an adult team playing during prime time with lights. Currently an adult soccer and or ball team pays \$18.15 per hour in North Bay.

A copy of the survey results from municipalities is attached.

### **User Group Consultation**

The review included consultations with user groups through three public meetings held in City Council Chambers. Over the course of these meetings information was shared and discussed regarding the survey of municipalities, proposed user fee structure and the re-categorization of fields and the fields cost analysis.

As part of the review, staff requested user group financials to assist in determining affordable field rates. The majority of user groups were reluctant to share their financials including what an individual registrant would pay for an activity. Because this information was not available this has made it difficult to determine if the recommended fees are in fact affordable.

At the last meeting staff asked user groups to provide feedback regarding suggested fees for the fields. This resulted in two groups providing their recommendations. The two groups that responded suggested a 3% increase to the existing fees.

Highlights of user group feedback includes:

Youth should pay less than adults

Some fields should not be charged the same as other fields due to quality of field and amenities  
Consideration is given to the fact that the leagues are operated by volunteers. Value the service.

Leagues gave suggestions regarding which municipalities to survey based on similar population  
Defining levels of service at different fields. (Sport Complex)  
Concerns regarding potential for charging groups 100% of all costs to operate fields  
Concerns regarding fees being too high and league not being able to afford them

The proposed fees included with this report have not been shared with user groups prior to Council having the opportunity to review them. Staff has scheduled a meeting with the user groups to discuss the fees on Wednesday, November 30<sup>th</sup>, 2011, 7:00pm in Council Chambers. Staff will provide Council with a summary of the comments received.

### **User Fee Structure**

The current user fee structure charges the same fee for any user at any field, except for the Sport Complex where different fees are charged. There is also a slight increase in fees when lights are being used. (See Current Fee Schedule attached)

The following is the proposed fee structure charged on an hourly basis for sport field use:

- a) Adult: for users 19 and over
- b) Youth: for users 18 and under - Proposed that the youth hourly fee be at a 20% discount off of adult fee charged for a field utilized by both adults and youth and that a youth fee be established for "youth" only/restricted fields .
- c) Prime Time: Monday to Friday, 5 – 11pm  
Saturday, Sunday, 8am – 11pm
- e) Non-Prime: Monday to Friday, 8am – 5pm. Proposed 50 % discount off of regular rate.
- f) Tournament: discounted hourly rate proposed based on level of play and number of out of town teams participating.

Local, Regional, provincial, national. Sliding scale of increased discount as the level of play and number of out of town teams increase. I.e. the rate/hour will decrease as the level of play and number of out of town teams increases.

Sport Tourism Tournaments - The City has initiated a sport tourism strategy. According to Blair McIntosh of the Sport Alliance of Ontario, tournament conveners routinely request municipalities to contribute to their events. Sport tourism tournament is defined as a minimum of 75% of participants require lodging in the City. The proposed discounts for regional/provincial tournaments and up are based on the fact the people who come to these events from out of town (visitors) spend money in restaurants, hotels, gas stations, shopping. The discounted rate is proposed to encourage leagues to host these types of tournaments.

- o Local tournament - 15% discount off of applicable hourly fees for field category (Youth or Adult)
- o Regional/Provincial Tournament – 25% discount off of applicable fees for field category
- o National Tournament – negotiated based on bid package. Minimum 25% discount

- g) Omischl Artificial Turf off season use – cost of manpower and other services, plus the hourly rental rate. Conditions will apply relating to snow cover.

**Note:**

Based on the cost analysis it has been determined that lights had a minimal impact on the hourly cost. It is proposed is that there is no light fee charged.

**Sport Field Categorization**

Fields have been grouped into categories to reflect similar levels of maintenance and play. Like fees will be charged for a field category with the goal of an overall cost recovery 50% for sport field operations (PRLS direct and indirect).

Athletic Field Categories (soccer, football, ultimate frisbee)

Category 1 - Sport Complex – Soccer/Football Synthetic, Soccer Synthetic

Category 2 – Sport Complex - Soccer Natural Turf Field

Category 3 –Fischer, Veterans, ONR, WJ Fricker, Graham, Amelia, Sam Jacks Mini Fields

Ball Field Categories

Category 1 - Sport Complex – 2 ball fields, 1 ball field with mound

Category 2 – Johnson, Troy, Veterans,

Category 3 – Amelia, Handley, Kelly, Lennox, Centennial

Category 4 – Tapper Grey, Phillips (Youth Only)

**Sport Fields Operational Cost Analysis**

The analysis was broken into the following three groupings:

1. Parks Direct Costs – defined as Parks maintenance operating costs only
2. Park Direct Costs plus PRLS Indirect – defined as maintenance operating costs, PRLS administration, and management staff allocation as it relates to fields.
3. Parks Direct Costs plus PRLS Indirect plus Corporate Indirect plus Capital - defined as maintenance operating costs, PRLS booking, and management staff allocation as it relates to fields plus annual capital costs.

Staff used Parks Direct Costs and PRLS Indirect costs as a general guideline to establish recommended hourly rates. This would achieve a 50% overall recovery of Parks Direct and PRLS Indirect costs. Adults rates are higher than the 50% recovery ratio because of the discounted rates being recommended for youth, tournaments and non-prime hours.

## **Recommended Field Fees**

It is recommended that the cost recovery level to guide the establishment of fees is overall 50% of "Parks Direct Costs, plus PRLS Indirect".

Fees are established taking into consideration the proposed fee structure and field categories. This structure and categories were established based on feedback from the user groups and other municipalities. The proposed rates recommended by staff are based on the above structure and categories are attached.

Note the following regarding proposed fees:

### Adult Rates

The Adult fees are used as the base fees for the fields and were determined using the overall 50% of "Parks Direct Costs, plus PRLS Indirect" as a general guide. Discounts for Non-Prime time and tournaments are applied to the appropriate adult rate.

### Youth Rates

Proposed youth rates reflect the following discount depending on the field category:

Youth Prime rate - 20% discount off of adult rates (Field categories 1 to 3)

Youth Prime rate on youth field (Fields category 4) – 20% off of youth category 1 to 3 field rate

Youth Non-prime rate – 50% discount off regular youth fee for the field category

### Sport Complex Rates

Sport Complex rates are based on the anticipated costs related to the operation of the new facility. These figures will be more complete *and* accurate after the first full season of operation. At that time fees associated with the Complex may need to be revisited.

As noted above and based on the survey of other municipalities the proposed fees for fields at Omischl Sport Complex are not the highest or lowest, they are somewhere in between.

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## ANALYSIS / OPTIONS

That the sport field user fees recommended by staff in this report be received by Council and be considered for implementation for 2012 following formal consultation with users groups as required by the user fee by-law.

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## RECOMMENDED OPTION / FINANCIAL IMPLICATIONS

That the sport field user fees recommended by staff in this report be received by Council and be considered for implementation for 2012 following formal consultation with users groups as required by the user fee by-law.

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Respectfully submitted,




Ian Kilgour  
Director Parks, Recreation and Leisure Services



Jerry Knox  
Managing Director Community Services



Margaret Karpenko  
Chief Financial Officer



Dave Linkie  
Chief Administrative Officer

Person designated for continuance:

Attachments:

Recommend Fees

**DRAFT**

**Recommended Athletic Field Rates**

Field Classification	Existing Hourly Rental Rate	Recommended Hourly Prime Time Rate Adult	Recommended Non -Prime Rate Adult 50% discount	Recommended Local Tournament Rate Adult 15% discount	Recommended Provincial Tournament Rate Adult 25% discount	Recommended Non-Prime Rate Youth 70% discount	Recommended Non-Prime Rate Youth 70% discount	Recommended Non-Prime Rate Youth 70% discount	Recommended Provincial Tournament Rate Youth 25% discount
1 Sport Complex Artificial Turf	\$35.40 WL \$39.82 L	\$61.53	\$30.77	\$53.50	\$49.22	\$51.28	\$25.64	\$44.59	\$41.02
2 Sport Complex Natural Turf	\$25.00 WL \$30.00L	\$38.15	\$19.08	\$33.17	\$30.52	\$31.79	\$15.90	\$27.64	\$25.43
3 Fischer Veterans Graham ONR Fricker Amelia Sam Jacks Mini	\$16.62 WL \$18.15 L	\$30.64	\$15.32	\$26.64	\$34.51	\$25.53	\$12.77	\$22.20	\$20.42

## Recommended Ball Diamond Field Rates

Field Classification	Existing Hourly Rental Rate	Recommended Hourly Prime Time Rate Adult	Recommended Non-Prime Rate Adult 50% discount	Recommended Local Tournament Rate Adult 15% discount	Recommended Provincial Tournament Rate Adult 25% discount	Recommended Non-Prime Rate Youth 20% discount	Recommended Local Tournament Rate Youth 50% discount	Recommended Provincial Tournament Rate Youth 25% discount	
1 Sport Complex Ball Diamonds	\$25.00 WL \$30.00 L	\$32.70	\$16.35	\$28.43	\$26.16	\$27.25	\$13.63	\$23.70	\$21.80
2 Troy Johnson Veterans	\$16.62 WL \$18.15 L	\$27.30	\$13.65	\$23.74	\$21.84	\$22.75	\$11.38	\$19.78	\$18.20
3 Amelia, Centennial, Handley, Kelly, Lennox	\$16.62 WL \$18.15 L	\$22.99	\$11.50	\$19.99	\$18.39	\$19.16	\$9.58	\$16.66	\$15.33
4 Tapper Gray Phillips Youth Only	\$16.62 WL \$18.15 L	N/A	N/A	N/A	N/A	\$15.97	\$7.99	\$13.89	\$12.78

**ATHLETIC FIELD USER FEE - THREE YEAR PHASE-IN OF FEES**

Current Fee	Recommended Fee	Phase in over 3 Years			Increase From Current	3 Year Phase-In
		2012	2013	2014		
		0.00%	3.00%	3.00%		

**ADULT FEES**

Field Classification #3 - Prime Fisher, Veterans, Graham, ONR, Fricker	\$18.15	\$30.64		\$32.51	\$14.36	\$4.79
		\$4.79 increase per year	\$22.94	\$27.72	\$32.51	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$3.50	\$4.64	\$5.79	
		Totals	\$30.44	\$40.36	\$50.29	

Field Classification #3 - Non-Prime Fisher, Veterans, Graham, ONR, Fricker	\$18.15	\$15.32		\$16.25	(\$1.90)	(\$0.63)
		(\$0.63) decrease per year	\$17.52	\$16.89	\$16.25	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.80	\$3.24	\$3.67	
		Totals	\$24.31	\$28.12	\$31.93	

Field Classification #4 - Prime Amelia	\$18.15	\$24.02		\$25.48	\$7.33	\$2.44
		\$2.44 increase per year	\$20.59	\$23.04	\$25.48	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$3.20	\$4.04	\$4.87	
		Totals	\$27.79	\$35.07	\$42.36	

Field Classification #4 - Non-Prime Amelia	\$18.15	\$12.01		\$12.74	(\$5.41)	(\$1.80)
		(\$1.80) decrease per year	\$16.35	\$14.54	\$12.74	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.65	\$2.93	\$3.22	
		Totals	\$22.99	\$25.48	\$27.96	

**YOUTH FEES**

Field Classification #3 - Prime Fisher, Veterans, Graham, ONR, Fricker	\$18.15	\$24.51		\$26.00	\$7.85	\$2.62
		\$2.62 increase per year	\$20.77	\$23.39	\$26.00	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$3.22	\$4.08	\$4.94	
		Totals	\$27.99	\$35.47	\$42.94	

Field Classification #3 - Non-Prime Fisher, Veterans, Graham, ONR, Fricker	\$18.15	\$12.26		\$13.01	(\$5.14)	(\$1.71)
		(\$1.71) decrease per year	\$16.44	\$14.72	\$13.01	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.66	\$2.95	\$3.25	
		Totals	\$23.09	\$25.67	\$28.26	

Field Classification #4 - Prime Amelia, Bowness & Thomson Mini	\$18.15	\$19.22		\$20.39	\$2.24	\$0.75
		\$0.75 increase per year	\$18.90	\$19.64	\$20.39	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.98	\$3.59	\$4.21	
		Totals	\$25.87	\$31.24	\$36.60	

Field Classification #4 - Non-Prime Amelia, Bowness & Thomson Mini	\$18.15	\$9.61		\$10.20	(\$7.95)	(\$2.65)
		(\$2.65) decrease per year	\$15.50	\$12.85	\$10.20	
		CRF	\$4.00	\$8.00	\$12.00	
		HST	\$2.53	\$2.71	\$2.89	
		Totals	\$22.03	\$23.56	\$25.08	



**BALL FIELD USER FEE - THREE YEAR PHASE-IN OF FEES**

Current Fee	Recommended Fee	Phase in over 3 Years			Increase From Current	3 Year Phase-In
		2012	2013	2014		
		0.00%	3.00%	3.00%		

**ADULT FEES**

Field Classification #2 -Prime Troy, Johnson, Veterans	\$18.15	\$27.30		\$28.96	\$10.81	\$3.60
	\$3.60 increase per year		\$21.75	\$25.36	\$28.96	
	CRF		\$4.00	\$8.00	\$12.00	
	HST		\$3.35	\$4.34	\$5.33	
	Totals		\$29.10	\$37.69	\$46.29	
Field Classification #2 -Non-Prime Troy, Johnson, Veterans	\$18.15	\$13.65		\$14.48	(\$3.67)	(\$1.22)
	(\$1.22) decrease per year		\$16.93	\$15.70	\$14.48	
	CRF		\$4.00	\$8.00	\$12.00	
	HST		\$2.72	\$3.08	\$3.44	
	Totals		\$23.65	\$26.79	\$29.92	
Field Classification #3 -Prime Amelia, Centennial, Handley, Kelly, Lennox	\$18.15	\$22.99		\$24.39	\$6.24	\$2.08
	\$2.08 increase per year		\$20.23	\$22.31	\$24.39	
	CRF		\$4.00	\$8.00	\$12.00	
	HST		\$3.15	\$3.94	\$4.73	
	Totals		\$27.38	\$34.25	\$41.12	
Field Classification #3 -Non-Prime Amelia, Centennial, Handley, Kelly, Lennox	\$18.15	\$11.50		\$12.20	(\$5.95)	(\$1.98)
	(\$1.98) decrease per year		\$16.17	\$14.18	\$12.20	
	CRF		\$4.00	\$8.00	\$12.00	
	HST		\$2.62	\$2.88	\$3.15	
	Totals		\$22.79	\$25.07	\$27.35	

**YOUTH FEES**

Field Classification #2 -Prime Troy, Johnson, Veterans	\$18.15	\$21.84		\$23.17	\$5.02	\$1.67
	\$1.67 increase per year		\$19.82	\$21.50	\$23.17	
	CRF		\$4.00	\$8.00	\$12.00	
	HST		\$3.10	\$3.83	\$4.57	
	Totals		\$26.92	\$33.33	\$39.74	
Field Classification #2 -Non-Prime Troy, Johnson, Veterans	\$18.15	\$10.92		\$11.59	(\$6.56)	(\$2.19)
	(\$2.19) decrease per year		\$15.96	\$13.77	\$11.59	
	CRF		\$4.00	\$8.00	\$12.00	
	HST		\$2.60	\$2.83	\$3.07	
	Totals		\$22.56	\$24.60	\$26.65	
Field Classification #3 -Prime Amelia, Centennial, Handley, Kelly, Lennox	\$18.15	\$18.39		\$19.51	\$1.36	\$0.45
	\$0.45 increase per year		\$18.60	\$19.06	\$19.51	
	CRF		\$4.00	\$8.00	\$12.00	
	HST		\$2.94	\$3.52	\$4.10	
	Totals		\$25.54	\$30.57	\$35.61	
Field Classification #3 -Non-Prime Amelia, Centennial, Handley, Kelly, Lennox	\$18.15	\$9.20		\$9.76	(\$8.39)	(\$2.80)
	(\$2.80) decrease per year		\$15.35	\$12.56	\$9.76	
	CRF		\$4.00	\$8.00	\$12.00	
	HST		\$2.52	\$2.67	\$2.83	
	Totals		\$21.87	\$23.23	\$24.59	
Field Classification #4 -Prime Trapper Gray, Phillips	\$18.15	\$14.71		\$15.61	(\$2.54)	(\$0.85)
	(\$0.85) decrease per year		\$17.30	\$16.45	\$15.61	
	CRF		\$4.00	\$8.00	\$12.00	
	HST		\$2.77	\$3.18	\$3.59	
	Totals		\$24.07	\$27.63	\$31.19	
Field Classification #4 -Non-Prime Trapper Gray, Phillips	\$18.15	\$7.36		\$7.81	(\$10.34)	(\$3.45)
	(\$3.45) decrease per year		\$14.70	\$11.26	\$7.81	
	CRF		\$4.00	\$8.00	\$12.00	
	HST		\$2.43	\$2.50	\$2.58	
	Totals		\$21.13	\$21.76	\$22.38	

**STEVE OMISCHL SPORTS COMPLEX - TWO YEAR PHASE-IN OF FEES**

Current Fee	Recommended Fee	Phase in over 2 Years		Increase From Current	2 Year Phase-In
		2012	2013		
		0.00%	3.00%		

**ADULT FEES**

Athletic Fields - Artificial Turf <i>Prime</i>	\$39.82	\$61.53	\$63.38	\$23.56	\$11.78
	\$11.78 increase per year		\$51.60	\$63.38	
		CRF	\$4.00	\$8.00	
		HST	\$7.23	\$9.28	
		<b>Totals</b>	<b>\$62.83</b>	<b>\$80.65</b>	
Athletic Fields - Artificial Turf <i>Non-Prime</i>	\$39.82	\$30.77	\$31.69	(\$8.13)	(\$4.06)
	(\$4.06) decrease per year		\$35.76	\$31.69	
		CRF	\$4.00	\$8.00	
		HST	\$5.17	\$5.16	
		<b>Totals</b>	<b>\$44.92</b>	<b>\$44.85</b>	
Athletic Fields - Natural Turf <i>Prime</i>	\$30.00	\$38.15	\$39.29	\$9.29	\$4.65
	\$4.65 increase per year		\$34.65	\$39.29	
		CRF	\$4.00	\$8.00	
		HST	\$5.02	\$6.15	
		<b>Totals</b>	<b>\$43.67</b>	<b>\$53.44</b>	
Athletic Fields - Natural Turf <i>Non-Prime</i>	\$30.00	\$19.08	\$19.65	(\$10.35)	(\$5.17)
	(\$5.17) decrease per year		\$24.83	\$19.65	
		CRF	\$4.00	\$8.00	
		HST	\$3.75	\$3.59	
		<b>Totals</b>	<b>\$32.57</b>	<b>\$31.25</b>	

**YOUTH FEES**

Athletic Fields - Artificial Turf <i>Prime</i>	\$39.82	\$49.22	\$50.70	\$10.88	\$5.44
	\$5.44 increase per year		\$45.26	\$50.70	
		CRF	\$4.00	\$8.00	
		HST	\$6.40	\$7.63	
		<b>Totals</b>	<b>\$55.66</b>	<b>\$66.33</b>	
Athletic Fields - Artificial Turf <i>Non-Prime</i>	\$39.82	\$24.61	\$25.35	(\$14.47)	(\$7.24)
	(\$7.24) decrease per year		\$32.58	\$25.35	
		CRF	\$4.00	\$8.00	
		HST	\$4.76	\$4.34	
		<b>Totals</b>	<b>\$41.34</b>	<b>\$37.68</b>	
Athletic Fields - Natural Turf <i>Prime</i>	\$30.00	\$30.52	\$31.44	\$1.44	\$0.72
	\$0.72 increase per year		\$30.72	\$31.44	
		CRF	\$4.00	\$8.00	
		HST	\$4.51	\$5.13	
		<b>Totals</b>	<b>\$39.23</b>	<b>\$44.56</b>	
Athletic Fields - Natural Turf <i>Non-Prime</i>	\$30.00	\$15.26	\$15.72	(\$14.28)	(\$7.14)
	(\$7.14) decrease per year		\$22.86	\$15.72	
		CRF	\$4.00	\$8.00	
		HST	\$3.49	\$3.08	
		<b>Totals</b>	<b>\$30.35</b>	<b>\$26.80</b>	

**STEVE OMISCHL SPORTS COMPLEX - TWO YEAR PHASE-IN OF FEES**

Current Fee	Recommended Fee	Phase in over 2 Years		Increase From Current	2 Year Phase-In
		2012	2013		
		0.00%	3.00%		

**ADULT FEES**

Ball Diamonds	\$30.00	\$32.70	\$33.68	\$3.68	\$1.84
<i>Prime</i>					
		\$1.84 decrease per year	\$31.84	\$33.68	
		CRF	\$4.00	\$8.00	
		HST	\$4.66	\$5.42	
		Totals	\$40.50	\$47.10	
Ball Diamonds	\$30.00	\$16.35	\$16.84	(\$13.16)	(\$6.58)
<i>Non-Prime</i>					
		(\$6.58) decrease per year	\$23.42	\$16.84	
		CRF	\$4.00	\$8.00	
		HST	\$3.56	\$3.23	
		Totals	\$30.98	\$28.07	

**YOUTH FEES**

Ball Diamonds	\$30.00	\$26.16	\$26.94	(\$3.06)	(\$1.53)
<i>Prime</i>					
		(\$1.53) decrease per year	\$28.47	\$26.94	
		CRF	\$4.00	\$8.00	
		HST	\$4.22	\$4.54	
		Totals	\$36.69	\$39.49	
Ball Diamonds	\$30.00	\$13.08	\$13.47	(\$16.53)	(\$8.26)
<i>Non-Prime</i>					
		(\$8.26) decrease per year	\$21.74	\$13.47	
		CRF	\$4.00	\$8.00	
		HST	\$3.35	\$2.79	
		Totals	\$29.08	\$24.26	

# CS-2012-05

Draft recommendation.

- "That a) the proposed Zoning By-Law Amendment to expand the list of permitted uses in a "Light Industrial Three Special Zone No. 37 (M3 Sp.27)" by Southshore Investments Inc. for the property legally described as Plan No. M-36, Lots 83 to 85, 90 to 93, 98 to 100, Part Lots 81, 82, 94 to 97, 112 to 115, Reference Plan No. 36R-2791, Parts 2 & 4, and Reference Plan No. 36R-2583, Parts 1 & 5, known locally as 1704 to 1730 Main Street West in the City of North Bay be approved; and
- b) the subject property be placed under Site Plan Control pursuant to Section 41 of the *Planning Act*, R.S.O. 1990, as amended, in order to regulate parking, lighting, landscaping, stormwater, drainage, ingress and egress and fencing as required."

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INTER OFFICE

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**City of North Bay  
Planning Services**

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MEMO

**To:** Cathy Conrad, City Clerk  
**From:** Steve McArthur - Senior Planner, Current Operations  
**Subject:** Resolution No. 4 - Planning Advisory Committee  
**Date:** February 2, 2012

Quoted below is Resolution No. 4 passed at the regular meeting of the Planning Advisory Committee held on Wednesday, February 1<sup>st</sup>, 2012:

Resolution No. 4

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

1. That the proposed Zoning By-law Amendment to expand the list of permitted uses in a 'Light Industrial Three Special Zone No. 37 (M3 Sp.37)' by Southshore Investments Inc. for the property legally described as Plan No. M-36, Lots 83 to 85, 90 to 93, 98 to 100, Part Lots 81, 82, 94 to 97, 112 to 115, Reference Plan No. 36R-2791, Parts 2 & 4, and Reference Plan No. 36R-2583, Parts 1 & 5, known locally as 1704 to 1730 Main Street West in the City of North Bay, be APPROVED; and
2. That the subject property be placed under Site Plan Control pursuant to Section 41 of the Planning Act, R.S.O., 1990 as amended in order to regulate parking, lighting, landscaping, storm water, drainage, ingress and egress and fencing as required."

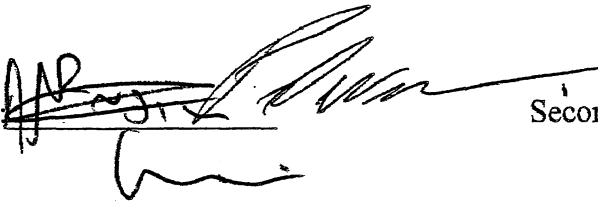


Steve McArthur, MCIP, RPP  
Senior Planner, Current Operations

North Bay Planning Advisory Committee

Resolution No. 4

Date: February 1, 2012

Moved By: 

Seconded By: 

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

1. That the proposed Zoning By-law Amendment to expand the list of permitted uses in a ‘Light Industrial Three Special Zone No. 37 (M3 Sp.37)’ by Southshore Investments Inc. for the property legally described as Plan No. M-36, Lots 83 to 85, 90 to 93, 98 to 100, Part Lots 81, 82, 94 to 97, 112 to 115, Reference Plan No. 36R-2791, Parts 2 & 4, and Reference Plan No. 36R-2583, Parts 1 & 5, known locally as 1704 to 1730 Main Street West in the City of North Bay, be APPROVED; and
2. That the subject property be placed under Site Plan Control pursuant to Section 41 of the Planning Act, R.S.O., 1990 as amended in order to regulate parking, lighting, landscaping, storm water, drainage, ingress and egress and fencing as required.”

Amendments:

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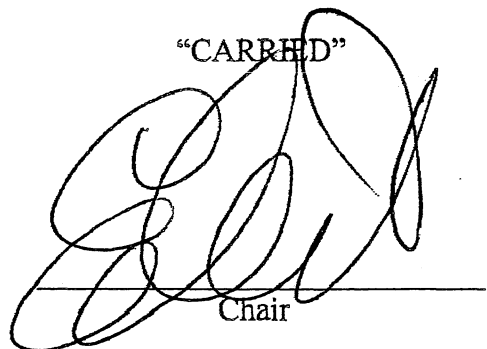
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“CARRIED”

  
Chair

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INTER OFFICE

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

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MEMO

**To:** Chair and Members, Planning Advisory Committee  
**From:** Steve McArthur - Senior Planner, Current Operations  
**Subject:** Proposed Zoning By-Law Amendment by Southshore Investments Inc.  
(1704 to 1730 Main Street West)  
**Date:** January 27, 2012

**Recommendation**

1. That the proposed Zoning By-law Amendment to expand the list of permitted uses in a 'Light Industrial Three Special Zone No. 37 (M3 Sp.37)' by Southshore Investments Inc. for the property legally described as Plan No. M-36, Lots 83 to 85, 90 to 93, 98 to 100, Part Lots 81, 82, 94 to 97, 112 to 115, Reference Plan No. 36R-2791, Parts 2 & 4, and Reference Plan No. 36R-2583, Parts 1 & 5, known locally as 1704 to 1730 Main Street West in the City of North Bay, be APPROVED; and
2. That the subject property be placed under Site Plan Control pursuant to Section 41 of the *Planning Act, R.S.O., 1990 as amended* in order to regulate parking, lighting, landscaping, storm water, drainage, ingress and egress and fencing as required.

**Site**

The subject property is located on the north side of Main Street West, at the intersection of Gormanville Road, as shown on Schedules "A" and "B" attached hereto. The subject lands have a frontage of approximately 93.6m (307 feet) along Main Street West and a total land area of approximately 1.47ha (3.62 acres). The property is designated "General Industry" in the City of North Bay's Official Plan and is zoned "Light Industrial Three Special Zone No. 37 (M3 Sp.37)" by Zoning By-law No. 28-80.

The subject lands are currently developed with three (3) light industrial buildings with a total footprint of approximately 2,095 sq.m (22,550 sq.ft.), as shown on Schedules 'B' & 'C' attached hereto. The site is surrounded by similar light industrial uses, including a food distribution warehouse, a telecommunications company, a consulting firm, metal fabrication operations, a chrome plating business and a legal non-conforming single detached dwelling.

**Proposal**

Southshore Investments Inc. has submitted a Zoning By-law Amendment application to expand the list of permitted land uses in the current "Light Industrial Three Special Zone No. 37 (M3 Sp.37)". The special component of the proposed amendment is to restrict the permitted uses and to recognize existing legal non-complying setbacks on the subject lands.

**Provincial Policy**

This proposal has been reviewed in the context of the Growth Plan for Northern Ontario (GPNO 2011) and the Provincial Policy Statement (PPS 2005). These policies provide direction on matters of Provincial interest related to land use planning and development.

The Growth Plan for Northern Ontario was introduced on March 3rd, 2011, and all Planning applications must now be evaluated to consider this plan. The GPNO is broad in scope and is aimed at shaping development in Northern Ontario over the next 25 years. It outlines strategies that deal with economic development, education, community planning, transportation/infrastructure, environment, and aboriginal peoples. This plan is an economic development tool that encourages growth in Northern Ontario. Specific planning related policies, including regional economic planning, the identification of strategic core areas, and targets for intensification have not yet been defined by the Provincial government or incorporated into the Official Plan.

This application has been reviewed in accordance with the Growth Plan for Northern Ontario (2011) and has been found to be in conformity with its policies.

This application has been reviewed in the context of the Provincial Policy Statement (PPS 2005). Section 1.0 of the PPS 2005, Building Strong Communities, provides for a wide variety of policies relating to wisely managing change and promoting efficient land use and development patterns.

Section 1.1.3.3 states: *"Planning authorities shall identify and promote opportunities for intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs"*.

The subject property features existing buildings on full municipal services, resulting in redevelopment, reinvestment and intensification without the requirement for the extension of municipal services. The proposed Zoning By-law Amendment will see an increase in the land uses permitted on the subject lands in an attempt to attract new tenants and investment. This is encouraged by Section 1.3 'Employment Areas', which states:

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

- a) providing for an appropriate mix and range of employment (including industrial, commercial and institutional uses) to meet long-term needs;*
- b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;*
- c) planning for, protecting and preserving employment areas for current and future uses; and*
- d) ensuring the necessary infrastructure is provided to support current and projected needs."*

In reviewing the proposed Zoning By-law Amendment, it is my professional opinion that all pertinent Provincial policies have been applied in their entirety and that the end use is consistent with Provincial Policy as set out in the Provincial Policy Statement (PPS 2005) and in the Growth Plan for Northern Ontario (GPNO 2011).

### **Official Plan**

The subject property is designated "General Industry" in the City of North Bay's Official Plan.

Section 2.7.3 states that: *"The Zoning By-law implementing this Plan may in turn divide the General Industrial area into industrial zones, so that industrial activities likely to give rise to noise and other nuisances are located where they may least affect the amenity of the City. The major uses of land in General Industrial areas shall be all forms of fabricating, processing of goods and materials, warehousing storage, builders' yards, transportation and communications facilities and public utilities"*

The subject lands are currently developed with three (3) light industrial buildings with a total footprint of approximately 2,095 sq.m. (22,550 sq.ft.). The existing tenants including a small custom furniture manufacturing operation and a powder coating business. The site is surrounded by other industrial uses, including a food distribution warehouse, a telecommunications company, a consulting firm, metal fabrication operations and chrome plating business.



The Applicants' proposal to increase the number of permitted uses on the subject lands in an attempt to attract new tenants, which in turn would allow for leasehold improvements to the existing buildings and property, is in conformity with the general intent of the Official Plan policies regarding Industrial Uses.

**Zoning By-law No. 28-80**

The subject property is currently zoned "Light Industrial Three Special Zone No. 37 (M3 Sp.37)" by the City of North Bay's Zoning By-law No. 28-80. The currently permitted uses and proposed expanded uses are included in the following table:

Current List of Permitted Land Uses	Proposed Expanded List of Permitted Land Uses
<p><b>Permitted Uses -</b></p> <p>Those <i>uses</i> permitted in a Light Industrial Two (M2) <i>zone</i>.</p> <p>The <i>use</i> of land, <i>building</i> or <i>structure</i> designed for the purpose of manufacturing, assembling, processing, preparing, inspecting or ornamenting, finishing, treating, altering, repairing, warehousing, storing or adapting for sale any goods, substances or things, and the storage of <i>building</i> and construction equipment and materials where such operations do not involve the emission of air or water pollutants that exceed the standards set by the appropriate Provincial Regulatory Authority. This does not include forest product industries, metal fabricating, refineries, mills, foundries, chemical plants or similar heavy industries. It also does not include a mine, <i>pit</i>, <i>quarry</i> or oil wells, but includes:</p> <ul style="list-style-type: none"> <li>• <b>Bulk sales establishments</b></li> <li>• Heavy Equipment Sales and Service</li> <li>• Heavy Equipment Storage</li> <li>• <b>Transportation &amp; Communications, Utility Yards, Terminals</b></li> <li>• <b>Warehouse and Storage Uses</b></li> </ul> <p>Administrative <i>offices</i> associated with and integral with the main <i>use</i>.</p> <p>One (1) apartment unit within the <i>main building</i> for an essential workman or caretaker.</p>	<p><b>Permitted Uses Proposed -</b></p> <p>Those <i>uses</i> permitted in a Light Industrial Two (M2) <i>zone</i>.</p> <p>The <i>use</i> of land, <i>building</i> or <i>structure</i> designed for the purpose of manufacturing, assembling, processing, preparing, inspecting or ornamenting, finishing, treating, altering, repairing, warehousing, storing or adapting for sale any goods, substances or things, and the storage of <i>building</i> and construction equipment and materials where such operations do not involve the emission of air or water pollutants that exceed the standards set by the appropriate Provincial Regulatory Authority. This does not include forest product industries, refineries, mills, foundries, chemical plants or similar heavy industries. It also does not include a mine, <i>pit</i>, <i>quarry</i> or oil wells, but includes:</p> <ul style="list-style-type: none"> <li>• Auto Dealerships and Service Establishments</li> <li>• <b>Body shop</b></li> <li>• <b>Bulk sales establishments</b></li> <li>• <b>Data processing firm</b></li> <li>• <b>Garden centre</b></li> <li>• Heavy Equipment Sales and Service</li> <li>• Heavy Equipment Storage</li> <li>• Recreational Vehicle and Equipment Sales and Service</li> <li>• <b>Repair garage</b></li> <li>• <b>Self Storage Uses</b></li> <li>• <b>Transportation &amp; Communications, Utility Yards, Terminals</b></li> <li>• <b>Warehouse and Storage Uses</b></li> </ul> <p>Administrative <i>offices</i> or <i>day nursery</i> or both associated with and integral with the main <i>use</i>.</p> <p>One (1) apartment unit within the <i>main building</i> for an essential worker, owner/operator or caretaker.</p> <p>Outdoor storage is permitted, subject to the provisions of Section 7.4.2.5 of the City of North Bay's Zoning By-law.</p>

The special component of the proposed Zoning By-law Amendment is as follows:

- Reduce the front yard setback from 13.5 metres to the existing 11.0 metres; and
- Reduce the exterior (easterly) side yard setback from 7.0 metres to the existing 3.0 metres.

These reductions are as a result of lands acquired by the City as part of the Gormanville Road widening and reconstruction project completed in 2011.

## Correspondence

This proposal was circulated to property owners within 120 metres (400 feet) of the subject lands, as well as to several municipal departments and other agencies that may have an interest in this matter.

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

One (1) letter of objections was received from an abutting property owner as a result of the circulation process. This neighbour also appeared at the public meeting of the Planning Advisory Committee which was held on January 11, 2012. The Applicant, through negotiation and mediation in partnership with Planning Services staff, met with the neighbour and they resolved their issues by simply removing a number of proposed land uses that were objectionable. In total, five (5) proposed uses were withdrawn: Builder Supply Yard; Construction Contractor Yard, Group Home Type 3, Metal Fabrication and Recycling Centre & Waste Transfer Station.

The other concerns from the abutting neighbour had more to do with property standards than Zoning issues, but the Owner nonetheless committed to cleaning up and maintaining the subject property. He stated that his hope was that the increase the number of permitted uses on the subject lands would help to attract new tenants, which in turn would allow for leasehold improvements to the existing buildings and property. The property will also be subject to Site Plan Control, which will allow the City to implement conditions in order to regulate parking, lighting, landscaping, storm water, drainage, ingress and egress and fencing as required.

No objections to the proposed Zoning By-law Amendment were received from any of the other circulated property owners.

## Summary

Since the rezoning of the subject lands in 1996 to a "Light Industrial Three Special Zone No. 37 (M3 Sp.37)", a number of permitted uses have been added to the straight "Light Industrial Three (M3)" zone through various updates and general amendments to Zoning By-law No. 28-80. These added uses however are not retroactively added to a special zone. Therefore, the proposed uses are in keeping with those currently permitted in a "Light Industrial Three (M3)" zone in other areas of the City, and in particular, on some of the surrounding properties.

The removal of proposed land uses that were objectionable to a circulated property owner was done through negotiation and mediation. In total, five (5) proposed uses were withdrawn: Builder Supply Yard; Construction Contractor Yard, Group Home Type 3, Metal Fabrication and Recycling Centre & Waste Transfer Station. The property will be subject to Site Plan Control, which will allow the City to implement conditions in order to regulate parking, lighting, landscaping, storm water, drainage, ingress and egress and fencing as required

It is my professional opinion that the proposed Zoning By-law amendment maintains the intent of the City of North Bay's Official Plan and the end use is consistent with the Provincial Policy as outlined in the Provincial Policy Statement (PPS 2005) and in the Growth Plan for Northern Ontario (GPNO 2011).

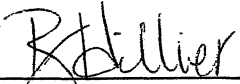


Steve McArthur, MCIP, RPP  
Senior Planner, Current Operations

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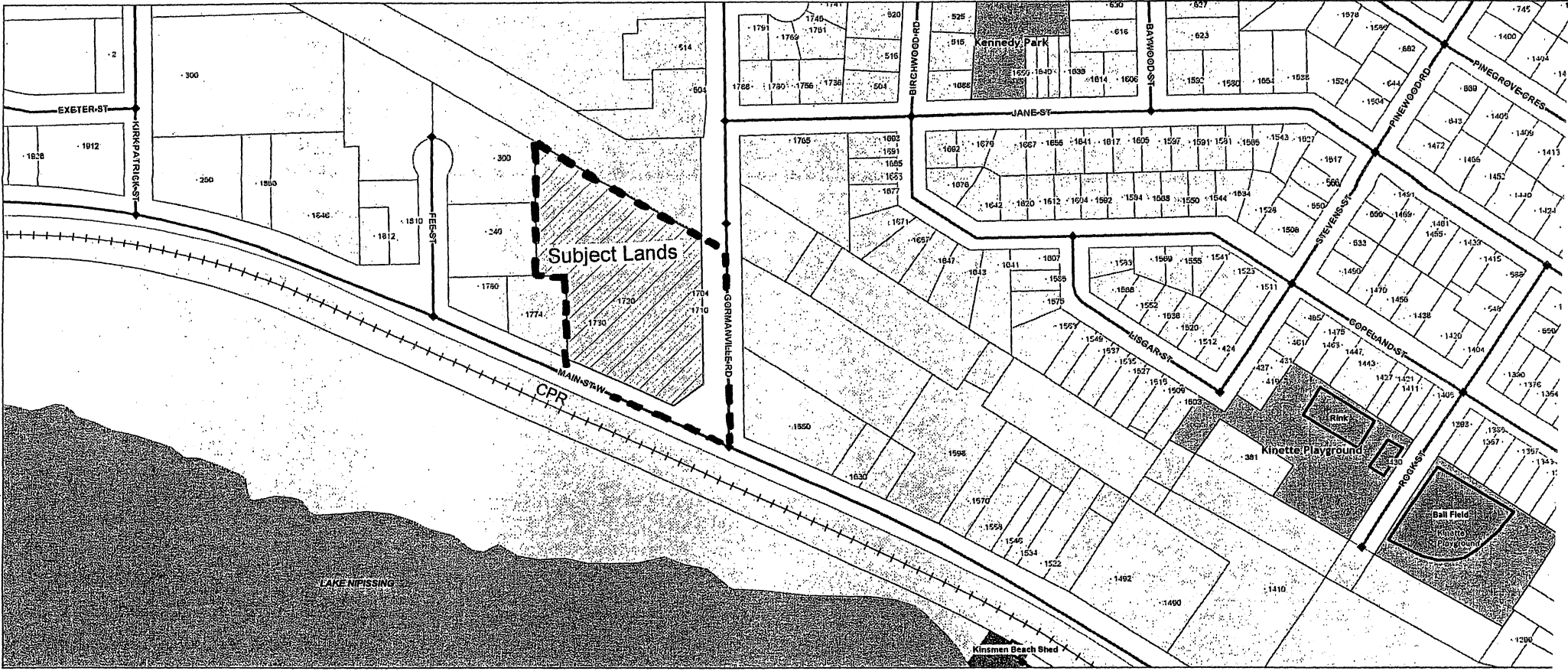
I concur with the recommendations contained in this report.



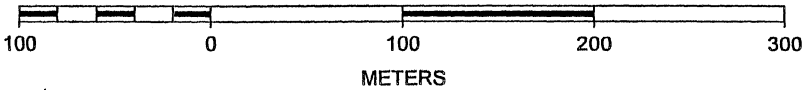
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Beverley Hillier, MCIP, RPP  
Manager, Planning Services

# SCHEDULE A

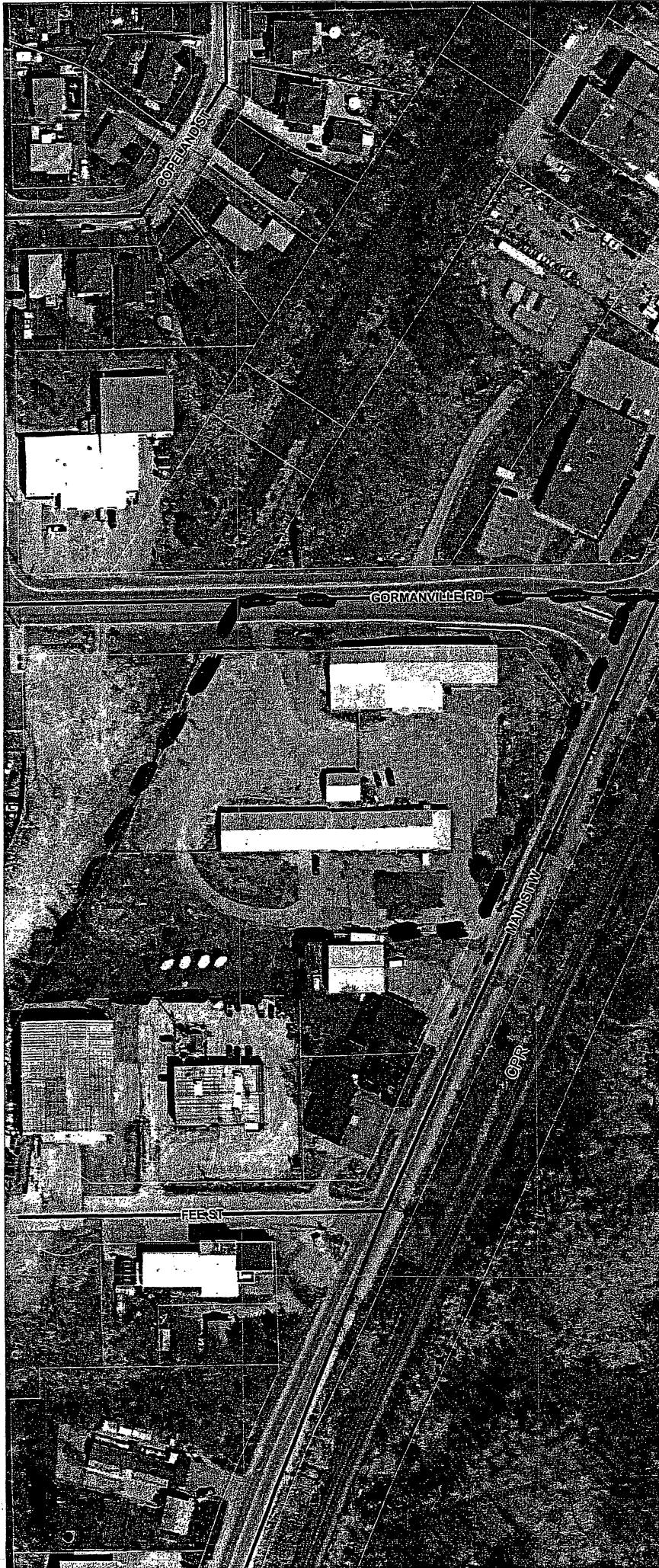


SCALE 1 : 3,973





# SCHEDULE C



SCALE 1 : 1,907



## **ENGINEERING & WORKS COMMITTEE**

Monday, March 12, 2012

Page 1

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

- EW-2010-03 Report from A. Korell/J. Houston dated March 26, 2010 re Kate Pace Way west end bike route connection between Memorial Drive and Gormanville Road (R05/2010/KPWTR/WESTENDR).
- EW-2011-05 Memo to A. Tomek dated October 26, 2011 re Curbside collection of recyclables for ICI Sector (E07/2011/BLUE/GENERAL).

# GENERAL GOVERNMENT COMMITTEE

Monday, March 12, 2012

Page 1

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

- GG-2011-04 Motion from Councillor Anthony dated January 10, 2011 re Council remuneration (F16/2011/CNB/COUNCIL).
- GG-2011-16 Report from C.M. Conrad dated August 2, 2011 re Election campaign signs (C07/2011/ELECT/GENERAL).
- GG-2011-18 Report from D.G. Linkie dated August 31, 2011 re Power assisted bicycles (T00/2011/TRANS/GENERAL).
- GG-2011-21 Report from R. Mimee / M. Karpenko dated November 23, 2011 re 2012 recommended Operating Budget (F05/2012/OPEBU/ GENERAL).
- GG-2012-01 Report from L. Rochefort / M. Karpenko dated January 30, 2012 re 2012 Assessment Analysis and Tax Policy Review (F22/2012/TAXR/GENERAL).



## ITEMS REFERRED BY COUNCIL FOR A REPORT

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