



**Council**

**Agenda**

**Regular Meeting of Council  
September 6, 2011  
at 7:00 p.m.**

# **MEETINGS**

**FOR THE WEEK OF  
SEPTEMBER 6, 2011**

Tuesday, September 6, 2011

5:00 p.m.

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

7:00 p.m.

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

**THE CORPORATION OF THE CITY OF NORTH BAY  
REGULAR MEETING OF COUNCIL HELD  
TUESDAY, SEPTEMBER 6, 2011**

**PUBLIC PRESENTATIONS:**

Nil

**PUBLIC MEETING MINUTES:**

Monday, August 29, 2011

**CLOSED MEETING MINUTES (available for Council viewing in the Clerk's Office):**

Monday, August 29, 2011

**COMMITTEE REPORTS:**

Community Services Committee Report No. 2011-20

**CORRESPONDENCE:**

1. Report from Margaret Karpenko dated August 29, 2011 re Long-Range Financial Plan Water and Wastewater Operations (F10/2011/LRFP/GENREAL).
2. Report from David Linkie dated August 31, 2011 re Power Assisted Bicycles (T00/2011/TRANS/GENERAL).

**BY-LAWS FOR CONSIDERATION:**

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

By-Law No. 2011-201 to confirm proceedings of the Meeting of Council on August 29, 2011.

By-Law No. 2011-203 to authorize the Fire Department's Replacement of Emergency Generator Project.

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

By-Law No. 2011-204 to authorize the renaming of a portion of the Boundary Road between The Corporation of the City of North Bay and The Municipality of Callander.

**Engineering & Works - First, second and third readings:**

By-Law No. 2011-202, being a by-law to amend Traffic & Parking By-Law No. 2002-001 (Schedule 10 – Speed Limits).

**MOTIONS:**

**MOTION TO ADJOURN IN-CAMERA:**

**IN-CAMERA CORRESPONDENCE:**

3. ***Confidential*** report from Peter Leckie / John Severino dated August 31, 2011 re Solicitor / Client privilege.

**MOTION TO RECONVENE:**

**MOTION FOR RECONSIDERATION:**

**GIVING NOTICE:**

**ADJOURNMENT:**

**MINUTES OF THE REGULAR MEETING  
OF CITY COUNCIL  
HELD MONDAY, AUGUST 29<sup>TH</sup>, 2011**

**PRESENT:** Mayor McDonald, Councillors Chirico, Koziol, Anthony, Maroosis, Mayne, Vrebosch-Merry, Vaillancourt, Mendicino, Lawlor

**PUBLIC PRESENTATION:**

Nil

**CORRESPONDENCE:**

Nipissing Condominium Corp. No. 8	re Exemption from Condominium Approval Process - 425 William Street	(611)
North Bay Regional Health Centre	re Parking Enforcement	(605)
North Bay Regional Health Centre	re Smoke Free	(610)

**REPORTS FROM OFFICERS:**

Carello, P.	re Proposed Radio Antenna Tower – North Bay Regional Health Centre	(617)
Conrad, C.	re 2012 Council and Committees Meeting Schedule	(613)
Hillier, B.	re Fairway Drive / Cranberry Road Renaming	(608)
Lang, A.	re Tender 2011-76, Pearce Street – Phase I - Airport Road to Francis Street	(619)
Leckie, P.	re 9 Metre Smoking Ban at Entrances	(609)
Leckie, P.	re Smoke Free – North Bay Regional Health Centre	(610)
Love, G.	re Capital Budget Project – Replacement of Emergency Generator	(612)
McArthur, S.	re Exemption from Condominium Approval Process by Nipissing Condominium Corp. No. 8 - William Place, 425 William Street	(611)
McDonald, J.	re Capital Projects Status Report – June 2011	(618)
Mimee, R.	re Year-End Financial Projection	(616)
Murphy, C.	re Parking Enforcement – North Bay Regional Health Centre	(605)
Murphy, C.	re Amending Traffic & Parking By-Law No. 2002-001- Ski Club Road Speed Limit	(606)
Murphy, C.	re Set Fines & Short Form Wordings – Open Air Burning By-Law 2011-130	(607)
Valenti, P.	re Tender 2011-82, Supply and Hauling of Bulk Road Salt	(614)
Valenti, P.	re Tender 2011-83, Supply, Treat and Stockpile Screened Sand	(615)

**Res. #2011-604:** Moved by Councillor Vaillancourt, seconded by Councillor Maroosis  
That minutes for the public meeting held on:

- Monday, August 15, 2011

be adopted as presented.

"CARRIED"

**Res. #2011-605:** Moved by Councillor Chirico, seconded by Councillor Koziol  
That Council authorize an amendment to the Private Property Parking By-  
Law No. 1990-201 attached as Schedule "A" to Report to Council No.  
CORP 2011-64, to add the North Bay Regional Health Centre as a  
designated area.

"CARRIED"

Res. #2011-606: Moved by Councillor Vrebosch-Merry, seconded by Councillor Mayne  
That Traffic and Parking By-Law No. 2002-001 be amended to reduce the speed limit on a portion of Ski Club Road which conforms with the current 40 km/hr signs which are in place on Ski Club Road. The proposed amending by-law is attached as Schedule "A" to Report to Council No. CORP 2011-86.

"CARRIED"

Res. #2011-607: Moved by Councillor Chirico, seconded by Councillor Koziol  
That Council authorize an application for approval of set fines and short form wordings for offences contrary to the Open Air Burning By-Law No. 2011-130, as set out in Schedule "A" of Report to Council No. CORP 2011-137.

"CARRIED"

Res. #2011-608: Moved by Councillor Lawlor, seconded by Councillor Mendicino  
That Council approve the renaming of a portion of Fairway Drive to Cranberry Road in order to be consistent with the Municipality of Callander (formerly the Township of North Himsforth).

"CARRIED"

Res. #2011-609: Moved by Councillor Chirico, seconded by Councillor Koziol  
That Schedules "B" and "C" to By-Law No. 2003-05, being a by-law to regulate smoking in public places and workplaces, be amended to include those workplaces and apartment buildings identified in Report to Council No. 2011-142 dated August 16, 2011.

"CARRIED"

Res. #2011-610: Moved by Councillor Chirico, seconded by Councillor Koziol  
That Schedule "G" to By-Law No. 2003-05, being a by-law to regulate smoking in public places and workplaces, be amended to include those properties identified in Report to Council No. CORP 2011-143 dated August 17, 2011.

"CARRIED"

Res. #2011-611: Moved by Councillor Lawlor, seconded by Councillor Mendicino  
That the request for exemption from the Condominium Approval Process by Nipissing Condominium Corporation No. 8 for the property legally described as Registered Plan No. M-211, Lots 21-25 and 156-160, Block 49808 in the former Township of West Ferris, known locally as William Place Condominium, 425 William Street in the City of North Bay, as represented on Schedules "A" & "B" to Report to Council No. CSBU 2011-84 be approved.

"CARRIED"

Res. #2011-612: Moved by Councillor Lawlor, seconded by Councillor Mendicino  
That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the Replacement of Emergency Generator, being 2011 Capital Budget, Line 69, Project No. 3111FD, at a net debenture cost of \$120,000.00.

"CARRIED"

Res. #2011-613: Moved by Councillor Chirico, seconded by Councillor Koziol  
That City Council adopt the "2012 Council and Standing Committees Meeting Schedule" attached to Report to Council No. CORP 2011-141 dated August 16, 2011.

"CARRIED"

Res. #2011-614: Moved by Councillor Vrebosch-Merry, seconded by Councillor Mayne  
That City Council approve a contract be issued to Sifto Canada Corp. in the estimated amount of \$684,075.00 (HST included), for the supply and hauling of bulk road salt on an as and when requested basis from the date of contract to April 30, 2012, with the provision of an option year, if mutually agreeable to both parties.

"CARRIED"

Res. #2011-615: Moved by Councillor Vrebosch-Merry, seconded by Councillor Mayne  
That City Council approve a contract be issued to Bruman Construction Inc. in the estimated amount of \$147,295.50 (HST included), to supply, treat and stockpile screened sand for the year ending December 31, 2011, with the provision of a one year option if mutually agreeable to both parties.

"CARRIED"

Res. #2011-616: Moved by Councillor Chirico, seconded by Councillor Koziol  
That the City of North Bay's Year-End Financial Projection for the period ending June 30<sup>th</sup>, 2011 be received and filed.

"CARRIED"

Res. #2011-617: Moved by Councillor Lawlor, seconded by Councillor Mendicino  
That Council offer no objections to the proposed telecommunication tower at the North Bay Regional Health Centre site. In the review of the proposed tower, it will appear to have minimal impact on the surrounding properties, or on the aesthetic appearance of the surrounding property.

"CARRIED"

Res. #2011-618: Moved by Councillor Chirico, seconded by Councillor Koziol  
That 1) the Capital Projects Status Report – June 2011 Report No. CORP 2011-144 from the Chief Financial Officer be received;  
2) the 22 projects listed on **Appendix "A"** attached to Report No. CORP 2011-144 be closed and that the estimated surplus balance of **\$317,831** be transferred as follows: **\$37,819** to the Completed Capital Works Reserve Fund and **\$280,012** to the Water and Sanitary Sewer Reserve Fund as at June 30, 2011; and  
3) the 2 projects listed on **Appendix "B"** attached to Report No. CORP 2011-144 be closed and that the estimated surplus balance of **\$168,586** be transferred to other open capital projects as noted on Appendix "B" as at June 30, 2011.

"CARRIED"

Res. #2011-619: Moved by Councillor Vrebosch-Merry, seconded by Councillor Mayne  
That City Council approve the award of a contract to GAP Construction Co. Ltd. in the amount of \$1,268,740.75 (excluding HST), for the reconstruction of Pearce Street, Phase I – Airport Road to Francis Street.

"CARRIED"

Res. #2011-620: Moved by Councillor Chirico, seconded by Councillor Koziol  
That the following by-laws be read a first and second time:

By-Law No. 2011-192 to confirm proceedings of the Meeting of Council on August 15, 2011.

By-Law No. 2011-186, being the Procedural By-Law.

By-Law No. 2011-188 to authorize the Treasurer to establish and maintain a Petty Cash Fund and Cash Floats and to repeal By-Law No. 2009-95.

By-Law No. 2011-193 to authorize the execution of an Agreement with The Canadian Corps of Commissionaires (Ottawa Division) relating to Parking and Security Services.

By-Law No. 2011-196 to authorize the 2011 Information Systems Technology Capital Projects and Water & Sanitary Sewer Capital Projects.

"CARRIED"

Res. #2011-621: Moved by Councillor Chirico, seconded by Councillor Koziol  
That the following by-laws be read a third time and passed:

By-Law No. 2011-192 to confirm proceedings of the Meeting of Council on August 15, 2011.

By-Law No. 2011-186, being the Procedural By-Law.

By-Law No. 2011-188 to authorize the Treasurer to establish and maintain a Petty Cash Fund and Cash Floats and to repeal By-Law No. 2009-95.

By-Law No. 2011-193 to authorize the execution of an Agreement with The Canadian Corps of Commissionaires (Ottawa Division) relating to Parking and Security Services.

By-Law No. 2011-196 to authorize the 2011 Information Systems Technology Capital Projects and Water & Sanitary Sewer Capital Projects.

"CARRIED"

Res. #2011-622: Moved by Councillor Lawlor, seconded by Councillor Mendicino  
That the following by-law be read a first and second time:

By-Law No. 2011-184, being the Residential Rental Housing Licensing By-Law.

Councillor Koziol declared a conflict of interest as her property management company will be affected by this by-law.

"CARRIED"

Res. #2011-623: Moved by Councillor Lawlor, seconded by Councillor Mendicino  
That the following by-law be read a third time and passed:

By-Law No. 2011-184, being the Residential Rental Housing Licensing By-Law.

Councillor Koziol declared a conflict of interest as her property management company will be affected by this by-law.

"CARRIED"

Res. #2011-624: Moved by Councillor Lawlor, seconded by Councillor Mendicino  
That the following by-laws be read a first and second time:

By-Law No. 2011-195 to authorize the execution of an Agreement with Metal-Air Mechanical Systems Ltd. relating to a dehumidification system at the Pete Palangio Arenas.



By-Law No. 2011-200 to authorize the execution of an Agreement with Engineered Management Systems Inc. relating to inspection of King's Landing Wharf.

"CARRIED"

Res. #2011-625: Moved by Councillor Lawlor, seconded by Councillor Mendicino  
That the following by-laws be read a third time and passed:

By-Law No. 2011-195 to authorize the execution of an Agreement with Metal-Air Mechanical Systems Ltd. relating to a dehumidification system at the Pete Palangio Arenas.

By-Law No. 2011-200 to authorize the execution of an Agreement with Engineered Management Systems Inc. relating to inspection of King's Landing Wharf.

"CARRIED"

Res. #2011-626: Moved by Councillor Vrebosch-Merry, seconded by Councillor Mayne  
That the following by-laws be read a first and second time:

By-Law No. 2011-194 to authorize the execution of an Agreement with Bruman Construction Inc. relating to Main Street East Reconstruction.

By-Law No. 2011-197 to amend Traffic & Parking By-Law No. 2002-001 (Schedule 18 – No Parking Areas at Any Time).

By-Law No. 2011-198 to authorize the execution of an Agreement with Stewardship Ontario, Waste Diversion Ontario relating to the Continuous Improvement Funding Program Grant.

By-Law No. 2011-199 to authorize the execution of an Agreement with Metcon Sales and Engineering Limited relating to the supply and installation of a septage receiving and water dispensing system.

"CARRIED"

Res. #2011-627: Moved by Councillor Vrebosch-Merry, seconded by Councillor Mayne  
That the following by-laws be read a third time and passed:

By-Law No. 2011-194 to authorize the execution of an Agreement with Bruman Construction Inc. relating to Main Street East Reconstruction.

By-Law No. 2011-197 to amend Traffic & Parking By-Law No. 2002-001 (Schedule 18 – No Parking Areas at Any Time).

By-Law No. 2011-198 to authorize the execution of an Agreement with Stewardship Ontario, Waste Diversion Ontario relating to the Continuous Improvement Funding Program Grant.

By-Law No. 2011-199 to authorize the execution of an Agreement with Metcon Sales and Engineering Limited relating to the supply and installation of a septage receiving and water dispensing system.

"CARRIED"

Res. #2011-628: Moved by Councillor Chirico, seconded by Councillor Koziol  
That Council adjourn in-camera pursuant to section 239.(2) of the *Municipal Act, 2001*, as amended at 7:18 p.m. for the following reason:  
Item #16, being the potential purchase of lands by the municipality.

"CARRIED"

Res. #2011-629: Moved by Councillor Chirico, seconded by Councillor Koziol  
That Council reconvene at 7:29 p.m.

"CARRIED"

Res. #2011-630: Moved by Councillor Vaillancourt, seconded by Councillor Maroosis  
That this Regular Meeting of Council do now adjourn at 7:29 p.m.

"CARRIED"

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MAYOR ALLAN McDONALD

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CITY CLERK CATHERINE CONRAD

COMMUNITY SERVICES COMMITTEE REPORT NO. 2011-20

August 29, 2011

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

Your Worship and Councillors:

The Community Services Committee presents Report No. 2011-20 and recommends:

- "That 1) Parking Lot No. 8, beside City Hall become paid parking for the purpose of improving parking availability to City Hall visitors by charging for a parking space where the visitor is in the building longer than fifteen minutes by way of "Pay and Display" machine, excluding accessible parking spaces which will remain 2 hour free parking; and
- 2) By-Law No. 2007-90, being by-law to regulate parking in Municipal Parking Lots, be amended accordingly."

All of which is respectfully submitted.

	ASSENTS	DISSENTS
LAWLOR (CHAIRMAN)	_____	_____
MENDICINO	_____	_____
VAILLANCOURT	_____	_____
MAYOR McDONALD	_____	_____

## CITY OF NORTH BAY

## REPORT TO COUNCIL

Report No: CORP 11-151

Date: August 29, 2011

Originator: Margaret Karpenko

Subject: Long-Range Financial Plan Water and Wastewater Operations

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**RECOMMENDATION:**

That City Council approve the Long-Range Financial Plan Water and Wastewater Operations in Accordance with Ontario Regulation 453/07 and;

That City Council endorse the Long-Range Financial Plan Water and Wastewater Operations as financially viable and;

That the Long-Range Financial Plan be submitted to the Ministry of Municipal Affairs and Housing in accordance with the Safe Drinking Water Act and;

That the Long-Range Financial Plan Water and Wastewater be made available for public review at the City Clerks office, and on the City's website, in accordance with the Ontario Regulation 453/07.

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**BACKGROUND:**

In response to recommendations made by Justice O'Connor's Walkerton Inquiry, the Ministry of the Environment (MOE) introduced regulation (O.Reg.453/07) under the Safe Drinking Water Act, 2002 (SDWA) that prescribes the requirement for Financial Plans to be prepared as part of the Municipal Drinking Water Licensing Program set out in Part V of the SDWA. Therefore, The City of North Bay, along with other Ontario municipalities that are responsible for the provision of drinking water, are required to meet the requirements set out in the Financial Plans Regulations O.Reg.453/07. Further, a resolution of City Council is also required to state that the drinking water system is financially viable and is to be forwarded with the approved plan to the Ministry of Municipal Affairs and Housing in accordance with the Safe Drinking Water Act (SDWA).

Under Ontario Regulation 453/07 the financial plan must include:

- Income Statements (revenues, expenses, and surplus or deficit)
- Balance Sheets (financial assets, capital assets, total liabilities, net debt)
- Cash flow statements (cash receipts and payments)

The Financial Plan will have to be updated before every renewal application of a License (ie. every five years), and provided to the Ministry of Municipal Affairs and Housing.

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The City of North Bay received the Drinking Water License on April 11, 2011. As such we are required to submit the Long-Range Term Financial Plan to the Minister no later than October 2011.

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The Long-Range Financial Plan (LRFP) provides a framework for guiding the annual budget as well as, financial planning over a longer horizon. The LRFP is a tool that helps understand through a model, the implications that today's decisions may have on future budgets. Therefore, LRFP's are living documents that need to be updated as assumptions and economic conditions change. It is anticipated that updates for the following items will be required:

- Amendments to assumptions, projections and strategies as required, based on changes in the municipal environment
- Future changes in current operating and capital spending and funding levels
- Confirm or amend key financial goals and strategies that should guide future planning
- Spur development actions in response to long-term strategies

#### THE MODEL:

The model connects the inter-relationship between all components of the Long-Range Financial Plan; therefore, any change to assumptions will potentially impact several areas of the LRFP. All factors impacting the water and wastewater capital and operating budget were examined. This includes the application of the Long-Term Capital funding policy, development charge by-laws and interest rates on financing and reserve balances.

It should also be noted that the financial reports enclosed are generated and presented in accordance with section PS1200 of the Canadian Institute of Chartered Accountants (CICA); therefore, as with the City's Financial Statements they do not easily correspond to the City's budget.

The model and long-term reports were generated by BMA Management Consulting Inc. Administration now has the model and will continue to use and update the model on an annual basis to ensure the long-term sustainability of the water and wastewater systems. The model will also be used to project the impact and long-term implications of business decisions made. The updating and reporting will occur with the annual budget process. The goal is to ensure that the City's water and wastewater operations are in sound financial position and services can be provided on a sustainable basis. Lastly, the model will assist in determining and ensuring the long-term affordability of the water system to our ratepayers.

#### HIGHLIGHTS:

- There is an adjustment required in 2012 to fully separate the water and wastewater requirements as previously the budget was combined. The adjustment in 2012 will increase water rates by 20.6% and reduce the sewer charges by 9.2%. Therefore, the net projected impact in 2012 is 11.4%. Subsequent to the adjustment in 2012 the annual increases for water average 4.15% annually, likewise the projected increases in wastewater rates average 4.7% annually.
- Annual contributions to capital are increasing in accordance with the Long-Term Capital Funding Policy
- The combined water and wastewater reserves remain in a positive position throughout the ten year plan. However, moving forward legislation requires the reserves to be managed independently. This highlights some potential challenges from 2012 to 2014 and in 2019 for wastewater. Available solutions would include increasing rates more

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than the current plan suggests, reducing and/or smoothing the timing of the capital plan for sewer in the years that are projecting a deficit or increasing the amount of debt issued. A fulsome discussion of these options and the impacts they have to the LRFP will be presented during the 2012 budget deliberations. Also, expenditures within the approved Capital Budget are presented to City Council prior to the commencement of each project.

- Debt charges to revenue remain below the OMB requirement of 25% throughout the plan; however, beginning in 2015 the plan indicates that the projected water debt to revenue ratio will be above the City's internal policy of 15%. As this relates to future years, a discussion of our internal debt policy will also take place during 2012 budget deliberations.

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RECOMMENDED OPTION:

That City Council approve the Long-Range Financial Plan Water and Wastewater Operations in Accordance with Ontario Regulation 453/07 and;

That City Council endorse the Long-Range Financial Plan Water and Wastewater Operations as financially viable and;

That the Long-Range Financial Plan be submitted to the Ministry of Municipal Affairs and Housing in accordance with the Safe Drinking Water Act and;

That the Long-Range Financial Plan Water and Wastewater be made available for public review at the City Clerks office, and on the City's website, in accordance with the Ontario Regulation 453/07.


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Respectfully submitted,

  
Margaret Karpenko, CMA

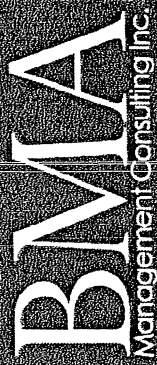
Chief Financial Officer / Treasurer

I concur in this report and recommendation.

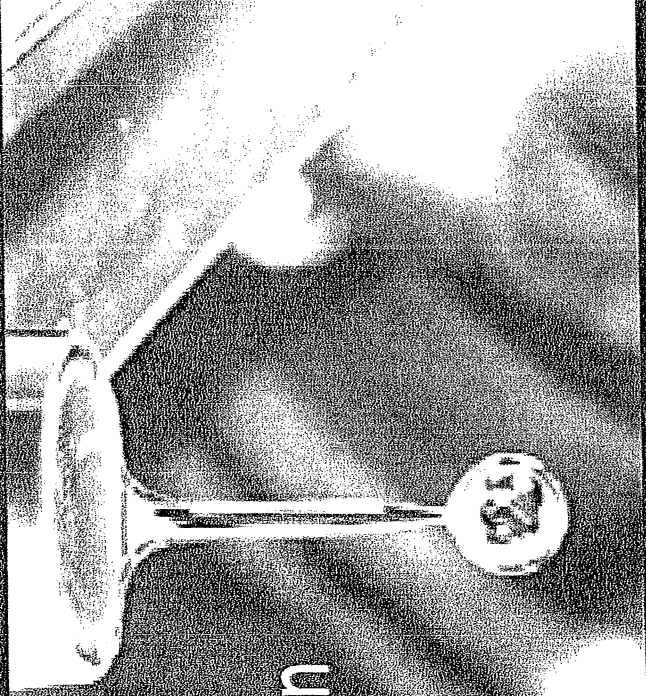
  
David Linkie  
Chief Administrative Officer

Personnel designated for continuance: Chief Financial Officer/Treasurer

Attach: Development of Long-Range Financial Plan Water and Wastewater Operations In Accordance with O.Reg. 453/07



Development of Long-Range Financial Plan  
Water and Wastewater Operations  
In Accordance with O.Reg. 453/07  
062-301A



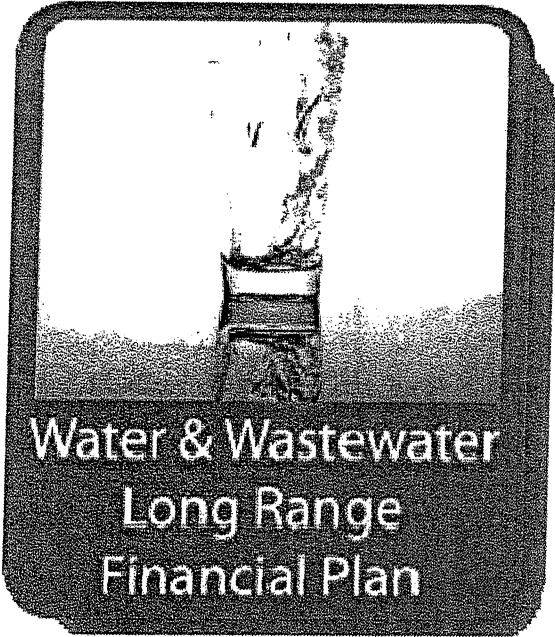
City of North Bay

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***City of North Bay  
Water and Wastewater Long Range Financial Plan  
Forecast***



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## Introduction to Long Range Financial Planning

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### Water/Wastewater Long Range Financial Planning

The City of North Bay, along with other Ontario municipalities that are responsible for the provision of drinking water, are required to meet the requirements set out in the Financial Plans Regulations O.Reg.453/07. While the regulations are directed at **water systems**, the approach as encouraged by the Province and being undertaken by the City was to undertake a similar process for the City's **wastewater systems**.

The financial environment for municipal government has fundamentally changed. The City of North Bay has to fund programs and services it provides within a limited funding framework—namely, it must address rising costs, the demands of growth, increased service responsibilities related to regulatory and legislative requirements and an aging infrastructure with relatively flat revenue streams.

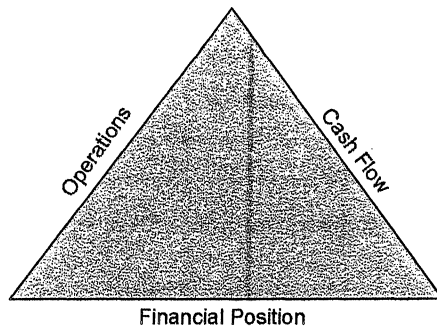
The City of North Bay is taking a proactive approach and has recognized the need for a long-term financial planning process that assesses the financial implications of current and proposed policies as well as Council approved decisions in its water and wastewater operations. The goal is to ensure that the City's water and wastewater operations are in a sound financial position and services can be provided on a sustainable basis.

Ontario Reg. 453/07 provides the following parameters with regards to s.30 (1) part b of the Safe Drinking Water Act for new water systems:

- Financial plan must be approved by Council resolution (or governing body) indicating that the drinking water system is financially viable;
- Financial plan must include a statement that the financial impacts have been considered and apply for a minimum six year period (commencing when the system first serves the public);
- Financial plan must include detail regarding proposed or projected financial operations itemized by total revenues, total expenses, annual surplus/deficit and accumulated surplus/deficit (i.e. the components of a "Statement of Operations" as per PSAB) for each year in which the financial plans apply;
- Financial plans are to be made available to the public upon request and at no charge;
- If a website is maintained, financial plans are to be made available to the public through publication on the Internet at no charge; and
- Notice of the availability of the financial plans is to be given to the public.

The components of the financial plans indicated by the regulation are consistent with the requirements for financial statement presentation as set out in section PS1200 of the Canadian Institute of Chartered Accountants (CICA) Public Sector Accounting Handbook.

The categories can be found in three statements:



The Statement of Operations summarizes the revenues and operating expenses for a given period. The Statement of Financial Position reports on whether enough revenue was generated in a period to cover the expenses in the period and whether sufficient resources have been generated to support current and future activities. The Statement of Cash Flow reports on how activities were financed for a given period which provides a measure of the changes in cash for that period.

The categories of financial information have been developed;

- to ensure that they provide a sound picture of the financial position of a drinking water system;
- to ensure that they are aligned with municipal financial statements prepared on a full accrual accounting basis, beginning on January 1, 2009; and
- to ensure consistent financial planning for municipal water services.

The goal is to provide the City with a realistic and informed view of operating and capital expenditures needed over time to maintain the integrity and health of its physical infrastructure and to accommodate growth and new environmental standards. As such, a Long Range Financial Plan (LRFP) creates a more purposeful approach to long-term financial management and helps align short term actions with long term financial strategies.

This document puts the City's water and wastewater financial condition in perspective, discusses the current challenges and risks and provides a sustainable financial forecast. The plan also provides a framework for guiding the annual budget and the financial planning over a longer horizon. The LRFP helps to understand the implications that today's decisions have on future budgets. The LRFP is a living document that needs to be updated as assumptions and economic conditions change.

**Principles of Financial Sustainability**

The Ministry of the Environment released a guideline (“Towards Financially Sustainable Drinking-Water and Wastewater Systems”) that provides possible approaches to achieving sustainability. The Province’s Principles of Financially Sustainable Water and Wastewater Services are provided below:

- **Principle #1:** Ongoing public engagement and transparency can build support for, and confidence in, financial plans and the system(s) to which they relate.
- **Principle #2:** An integrated approach to planning among water, wastewater, and storm water systems is desirable given the inherent relationship among these services.
- **Principle #3:** Revenues collected for the provision of water and wastewater services should ultimately be used to meet the needs of those services.
- **Principle #4:** Life-cycle planning with mid-course corrections is preferable to planning over the short-term, or not planning at all.
- **Principle #5:** An asset management plan is a key input to the development of a financial plan.
- **Principle #6:** A sustainable level of revenue allows for reliable service that meets or exceeds environmental protection standards, while providing sufficient resources for future rehabilitation and replacement needs.
- **Principle #7:** Ensuring users pay for the services they are provided leads to equitable outcomes and can improve conservation. In general, metering and the use of rates can help ensure users pay for services received.
- **Principle #8:** Financial Plans are “living” documents that require continuous improvement. Comparing the accuracy of financial projections with actual results can lead to improved planning in the future.
- **Principle #9:** Financial plans benefit from the close collaboration of various groups, including engineers, accountants, auditors, utility staff, and municipal council.

The LRFP will be instrumental in the City’s ability to meet the Provincial reporting requirements included in O.Reg. 453/07 for water operations and has been developed in recognition of the above noted principles.



***Importance of a Long Range Financial Plan***

A LRFP is a framework to guide the City in planning and decision-making to help ensure that the City:

- Has a plan to protect and maintain its assets;
- Has a reasonable degree of stability and predictability in the rate burden;
- Has a fair sharing in the distribution of resources between current and future ratepayers;
- Has sustainable cash flows in the long term;
- Maximizes its financial flexibility;
- Minimizes financial vulnerability during economic downturns; and
- Maintains programs and services at their desired levels.

***General Approach to Preparing the City's LRFP***

The LRFP identifies the key financial strategies that will influence the building of a sustainable long-term financial future and takes into account:

- Expected expenses and capital outlays for each year of the plan;
- Expected revenues for each year and their source;
- Performance measures to enable assessment of the Council's strategic priorities;
- Assumptions that have been used in the development of the LRFP; and
- Sensitivity analysis on key assumptions most likely to affect long-range financial planning and sustainability to ensure that the City is aware of the key levers that will impact the LRFP and that should be monitored over time.

**The LRFP is Dynamic—Regular Updates Will Be Undertaken**

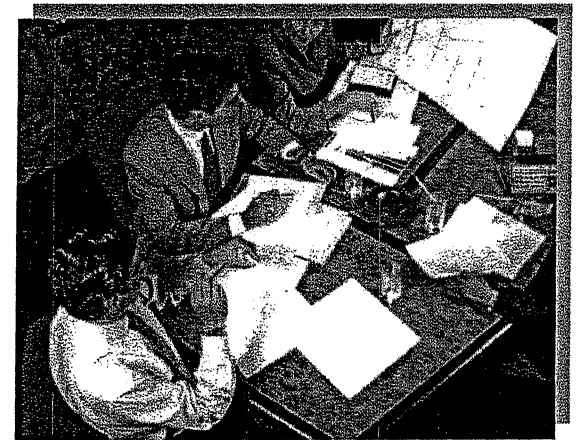
Although great effort has been made to present accurate financial projections, based upon the data available at this time, a LRFP is a dynamic document and should be updated and re-evaluated, on an ongoing basis. As such, the 2010 Water and Wastewater LRFP should be considered a work-in-progress.

It is not an exercise in precision, rather it is intended for use as a forecasting tool to ensure that the City is on the right course to meet its financial obligations and future challenges. The intent is to provide Council with regular updates to this document, so it will be useful in the ongoing cycle of business planning and budgeting.

Financial plans are only required to be updated in conjunction with every application for licence renewal (i.e. every 5 years), however, there are many potential circumstances that could occur within the short to medium term that would affect the assumptions in the projections for operating and capital. Council priorities, planning policies, changes to service levels, consumption projections and infrastructure requirements, will certainly lead to changes and the LRFP should be adjusted to reflect these changes as they occur.

It is anticipated that updates to the LRFP will:

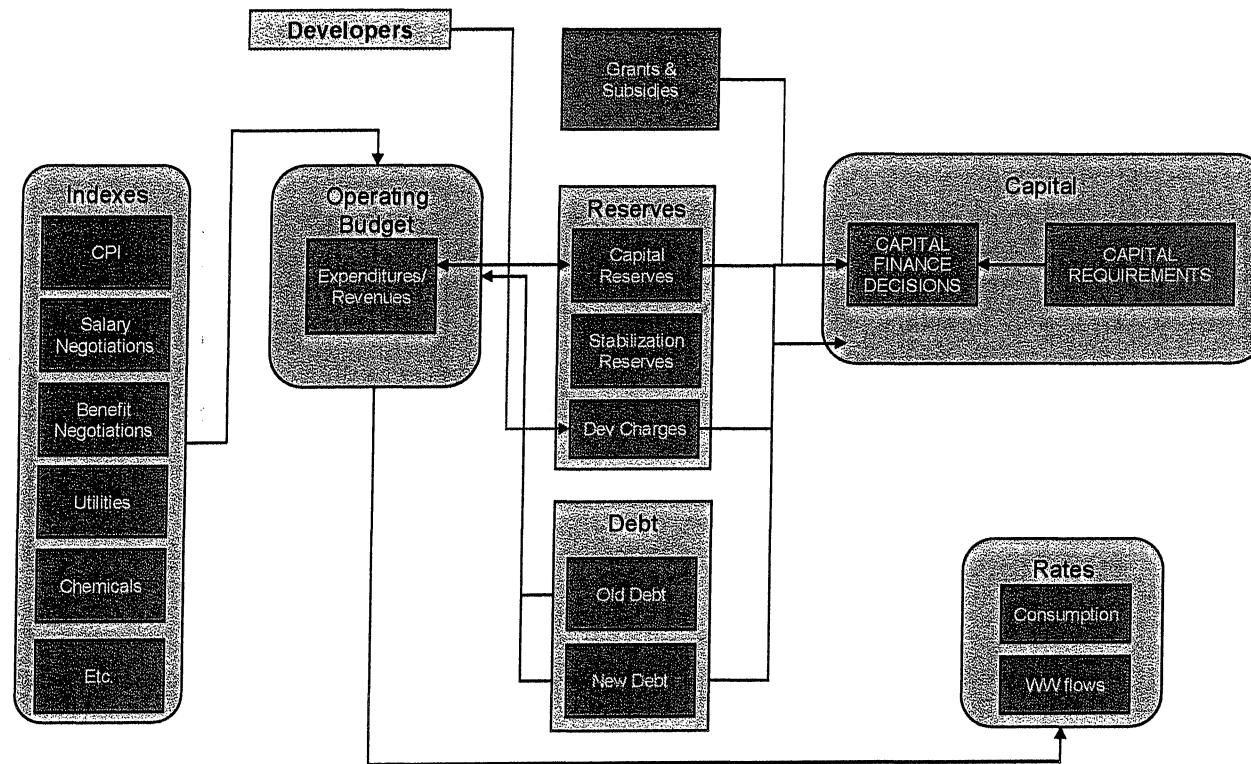
- Amend the assumptions, projections and strategies, as required, based on changes in the municipal environment;
- Continue building awareness of future changes in current operating and capital spending and funding levels;
- Assist the City in determining the extent of its financial challenges;
- Reconfirm the key financial goals and strategies that should guide future planning; and
- Spur the development of actions in future business plans that would respond to the long-term strategies.



**Water and Wastewater Model and Situational Analysis**

**Model Development**

The LRFP is developed based on an analysis of all factors impacting the capital and operating budget, including financing plans, consumption and wastewater flow forecasts. This forecast also includes assumptions with respect to growth and development charge revenues, interest rates impacting reserves and debt issuance. As shown below, due to the inter-relationship between all components of the plan, changes in any of the assumptions will potentially have an impact throughout the LRFP.



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## Water and Wastewater Forecast

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### Key Assumptions

The following provides the key assumptions in the Forecast:

- **Capital Projects**—Water and Wastewater Capital Forecast is based on the capital needs as identified by the City, in consideration of what is affordable. The plan includes \$72.8 million for water and \$94.7 million for wastewater capital expenditures for over the next 10 years.
- **Water & Wastewater Capital Reserves**—The opening balance for 2011 Water and Wastewater Capital Reserves and Reserve Funds are based on the year-end estimated balance for 2010.
- **Sources of Financing**—Capital Reserves were used as the primary source of financing.
- **Debt** - use Infrastructure Ontario's rate for a 10 year term at 3.78%, based on January 19, 2011.
- **Service Standards**—Water and wastewater programs are maintained at their current service levels.
- **Expenditure Increases**—based on:
  - Salary, wage and benefit increases based on future projected increases (2.0% annually);
  - Miscellaneous expenses (2% annually); and
  - Water and wastewater City operating (12% - 2012 and 3% thereafter)
  - Rate contributions vary annually and have been used to ensure full funding of the capital plan.
- **Disposals**—assumes no disposals of tangible capital assets.
- **Useful Life**—based on the City's tangible capital asset policies.



**Water Asset Inventories**

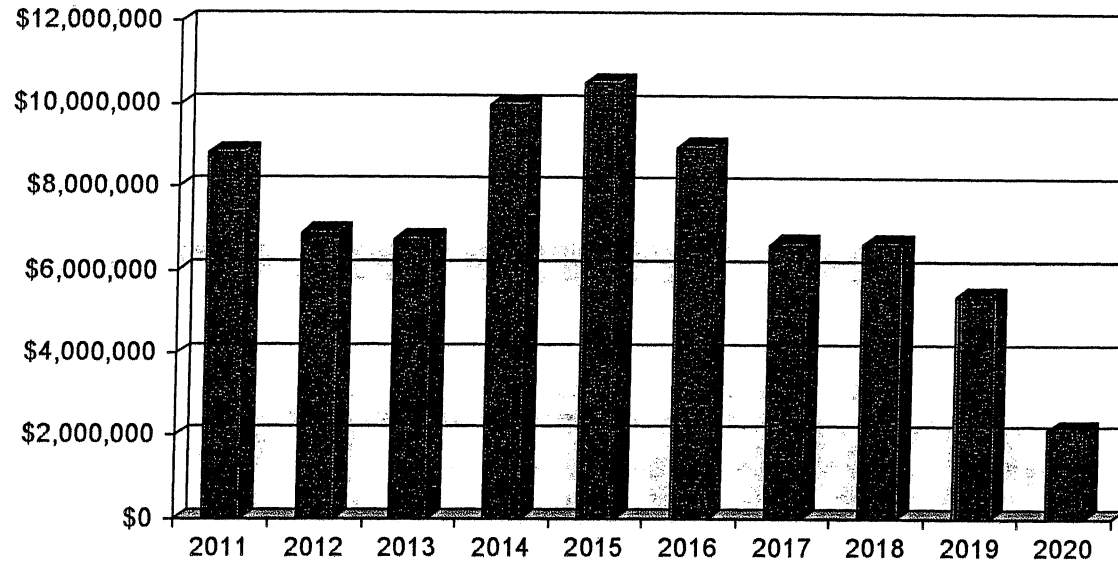
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Opening TCA Balance</b>											
Treatment	\$ 42,884,630	\$ 42,884,630	\$ 42,884,630	\$ 42,884,630	\$ 42,884,630	\$ 42,884,630	\$ 42,884,630	\$ 42,884,630	\$ 42,884,630	\$ 42,884,630	\$ 42,884,630
Distribution	\$ 69,944,047	\$ 75,469,047	\$ 84,287,547	\$ 91,179,547	\$ 97,945,047	\$ 107,935,547	\$ 118,435,047	\$ 127,395,547	\$ 134,044,047	\$ 140,708,047	\$ 146,115,547
<b>Additions</b>											
Treatment											
Distribution	\$ 5,525,000	\$ 8,818,500	\$ 6,892,000	\$ 6,765,500	\$ 9,990,500	\$ 10,499,500	\$ 8,960,500	\$ 6,648,500	\$ 6,664,000	\$ 5,407,500	\$ 2,152,000
Closing Balance	\$ 118,353,677	\$ 127,172,177	\$ 134,064,177	\$ 140,829,677	\$ 150,820,177	\$ 161,319,677	\$ 170,280,177	\$ 176,928,677	\$ 183,592,677	\$ 189,000,177	\$ 191,152,177
<b>Opening Accumulated Amortization</b>											
Treatment	\$ 384,905	\$ 1,099,649	\$ 1,814,393	\$ 2,529,137	\$ 3,243,880	\$ 3,958,624	\$ 4,673,368	\$ 5,388,112	\$ 6,102,856	\$ 6,817,600	\$ 7,532,343
Distribution	\$ 21,316,475	\$ 22,320,462	\$ 23,442,030	\$ 24,655,491	\$ 25,959,158	\$ 27,396,032	\$ 28,972,900	\$ 30,669,240	\$ 32,454,228	\$ 34,328,069	\$ 36,274,009
<b>Amortization Expense</b>											
Treatment	\$ 714,744	\$ 714,744	\$ 714,744	\$ 714,744	\$ 714,744	\$ 714,744	\$ 714,744	\$ 714,744	\$ 714,744	\$ 714,744	\$ 714,744
Distribution	\$ 1,003,987	\$ 1,121,567	\$ 1,213,461	\$ 1,303,667	\$ 1,436,874	\$ 1,576,867	\$ 1,696,341	\$ 1,784,987	\$ 1,873,841	\$ 1,945,941	\$ 1,974,634
Ending Accumulated Amortization	\$ 23,420,111	\$ 25,256,423	\$ 27,184,627	\$ 29,203,038	\$ 31,354,656	\$ 33,646,268	\$ 36,057,352	\$ 38,557,083	\$ 41,145,668	\$ 43,806,353	\$ 46,495,731
Net Book Value	\$ 94,933,566	\$ 101,915,754	\$ 106,879,550	\$ 111,626,639	\$ 119,465,521	\$ 127,673,409	\$ 134,222,825	\$ 138,371,594	\$ 142,447,009	\$ 145,193,824	\$ 144,656,446

**Wastewater Asset Inventories**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Opening TCA Balance</b>											
Treatment	\$ 12,412,434	\$ 12,412,434	\$ 12,412,434	\$ 12,412,434	\$ 12,412,434	\$ 12,412,434	\$ 12,412,434	\$ 12,412,434	\$ 12,412,434	\$ 12,412,434	\$ 12,412,434
Collection	\$ 61,075,824	\$ 63,265,824	\$ 69,093,324	\$ 75,778,324	\$ 82,821,824	\$ 89,974,324	\$ 96,219,824	\$ 100,810,324	\$ 108,732,824	\$ 126,092,824	\$ 145,076,324
<b>Additions</b>											
Treatment											
Collection	\$ 2,190,000	\$ 5,827,500	\$ 6,685,000	\$ 7,043,500	\$ 7,152,500	\$ 6,245,500	\$ 4,590,500	\$ 7,922,500	\$ 17,360,000	\$ 18,983,500	\$ 12,909,000
<b>Closing Balance</b>	<b>\$ 75,678,258</b>	<b>\$ 81,505,758</b>	<b>\$ 88,190,758</b>	<b>\$ 95,234,258</b>	<b>\$ 102,386,758</b>	<b>\$ 108,632,258</b>	<b>\$ 113,222,758</b>	<b>\$ 121,145,258</b>	<b>\$ 138,505,258</b>	<b>\$ 157,488,758</b>	<b>\$ 170,397,758</b>
<b>Opening Accumulated Amortization</b>											
Treatment	\$ 4,084,351	\$ 4,250,912	\$ 4,417,473	\$ 4,584,034	\$ 4,750,595	\$ 4,917,156	\$ 5,083,717	\$ 5,250,278	\$ 5,416,839	\$ 5,583,400	\$ 5,749,961
Collection	\$ 19,776,239	\$ 20,583,266	\$ 21,467,993	\$ 22,441,853	\$ 23,509,627	\$ 24,672,767	\$ 25,919,181	\$ 27,226,801	\$ 28,640,055	\$ 30,284,775	\$ 32,182,609
<b>Amortization Expense</b>											
Treatment	\$ 166,561	\$ 166,561	\$ 166,561	\$ 166,561	\$ 166,561	\$ 166,561	\$ 166,561	\$ 166,561	\$ 166,561	\$ 166,561	\$ 166,561
Collection	\$ 807,027	\$ 884,727	\$ 973,860	\$ 1,067,774	\$ 1,163,140	\$ 1,246,414	\$ 1,307,620	\$ 1,413,254	\$ 1,644,720	\$ 1,897,834	\$ 2,069,954
<b>Ending Accumulated Amortization</b>	<b>\$ 24,834,178</b>	<b>\$ 25,885,466</b>	<b>\$ 27,025,887</b>	<b>\$ 28,260,222</b>	<b>\$ 29,589,923</b>	<b>\$ 31,002,898</b>	<b>\$ 32,477,079</b>	<b>\$ 34,056,894</b>	<b>\$ 35,868,175</b>	<b>\$ 37,932,570</b>	<b>\$ 40,169,085</b>
<b>Net Book Value</b>	<b>\$ 50,844,080</b>	<b>\$ 55,620,292</b>	<b>\$ 61,164,871</b>	<b>\$ 66,974,036</b>	<b>\$ 72,796,835</b>	<b>\$ 77,629,360</b>	<b>\$ 80,745,679</b>	<b>\$ 87,088,364</b>	<b>\$ 102,637,083</b>	<b>\$ 119,556,188</b>	<b>\$ 130,228,673</b>

**Water Capital Budget—Type of Project and Financing Plan**

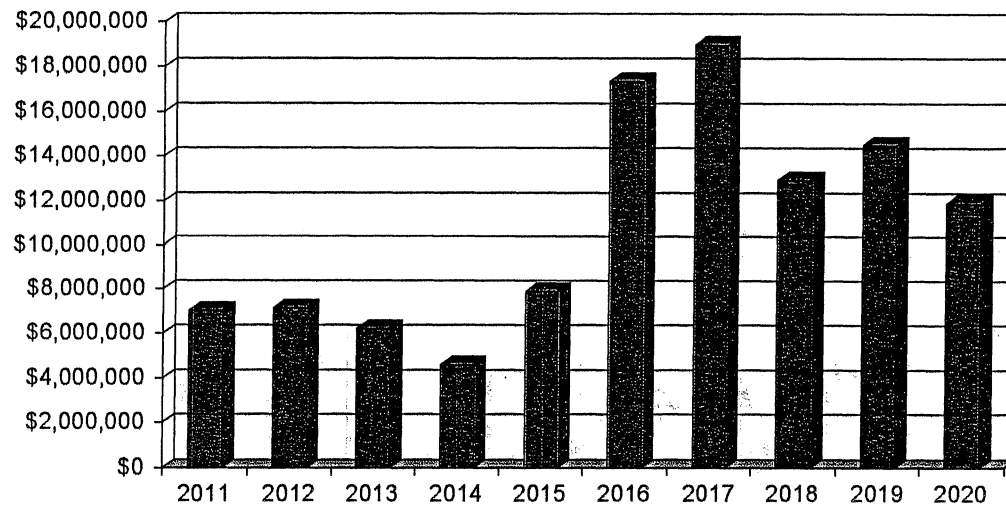
As shown below, the City's 10-year Water Capital Budget is \$72.8 million.



	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Total
Capital Budget	\$ 8,818,500	\$ 6,892,000	\$ 6,765,500	\$ 9,990,500	\$ 10,499,500	\$ 8,960,500	\$ 6,648,500	\$ 6,664,000	\$ 5,407,500	\$ 2,152,000	\$ 72,798,500
<b>Financing Plan</b>											
Developer Contributions	\$ 3,375,000	\$ 1,687,500	\$ 1,687,500	\$ 4,625,000							\$ 11,375,000
Development Charges	\$ 150,000	\$ 200,000	\$ 206,000	\$ 212,000	\$ 218,500	\$ 225,000	\$ 232,000	\$ 239,000	\$ 246,000	\$ 253,500	\$ 2,182,000
Prov/Fed Funding											\$ -
Debt	\$ 2,500,000	\$ 2,200,000	\$ 1,100,000	\$ 2,700,000	\$ 3,000,000	\$ 3,000,000	\$ 1,200,000	\$ 1,800,000	\$ 500,000	\$ -	\$ 18,000,000
Contributions from Reserve	\$ 2,793,500	\$ 2,804,500	\$ 3,772,000	\$ 2,453,500	\$ 7,281,000	\$ 5,735,500	\$ 5,216,500	\$ 4,625,000	\$ 4,661,500	\$ 1,898,500	\$ 41,241,500
<b>Total</b>	<b>\$ 8,818,500</b>	<b>\$ 6,892,000</b>	<b>\$ 6,765,500</b>	<b>\$ 9,990,500</b>	<b>\$ 10,499,500</b>	<b>\$ 8,960,500</b>	<b>\$ 6,648,500</b>	<b>\$ 6,664,000</b>	<b>\$ 5,407,500</b>	<b>\$ 2,152,000</b>	<b>\$ 72,798,500</b>

**Wastewater Capital Budget—Type of Project and Financing Plan**

As shown below, the City's 10-year Wastewater Capital Budget is \$94.7 million.



	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Total
Capital Budget	\$ 5,827,500	\$ 6,685,000	\$ 7,043,500	\$ 7,152,500	\$ 6,245,500	\$ 4,590,500	\$ 7,922,500	\$ 17,360,000	\$ 18,983,500	\$ 12,909,000	\$ 94,719,500
<b>Financing Plan</b>											
Developer Contributions	\$ 1,125,000	\$ 562,500	\$ 562,500	\$ 1,125,000	\$ 4,000,000						\$ 7,375,000
Development Charges	\$ 150,000	\$ 200,000	\$ 206,000	\$ 212,000	\$ 218,500	\$ 225,000	\$ 232,000	\$ 239,000	\$ 246,000	\$ 253,500	\$ 2,182,000
Prov/Fed Funding						\$ 666,667	\$ 666,667	\$ 9,333,333	\$ 9,333,333		\$ 20,000,000
Debt	\$ -	\$ 800,000	\$ 1,900,000	\$ 300,000	\$ -	\$ -	\$ 1,800,000	\$ 1,200,000	\$ 2,500,000	\$ 3,000,000	\$ 11,500,000
Contributions from Reserves	\$ 4,552,500	\$ 5,122,500	\$ 4,375,000	\$ 5,515,500	\$ 2,027,000	\$ 3,698,833	\$ 5,223,833	\$ 6,587,667	\$ 6,904,167	\$ 9,655,500	\$ 53,662,500
<b>Total</b>	<b>\$ 5,827,500</b>	<b>\$ 6,685,000</b>	<b>\$ 7,043,500</b>	<b>\$ 7,152,500</b>	<b>\$ 6,245,500</b>	<b>\$ 4,590,500</b>	<b>\$ 7,922,500</b>	<b>\$ 17,360,000</b>	<b>\$ 18,983,500</b>	<b>\$ 12,909,000</b>	<b>\$ 94,719,500</b>

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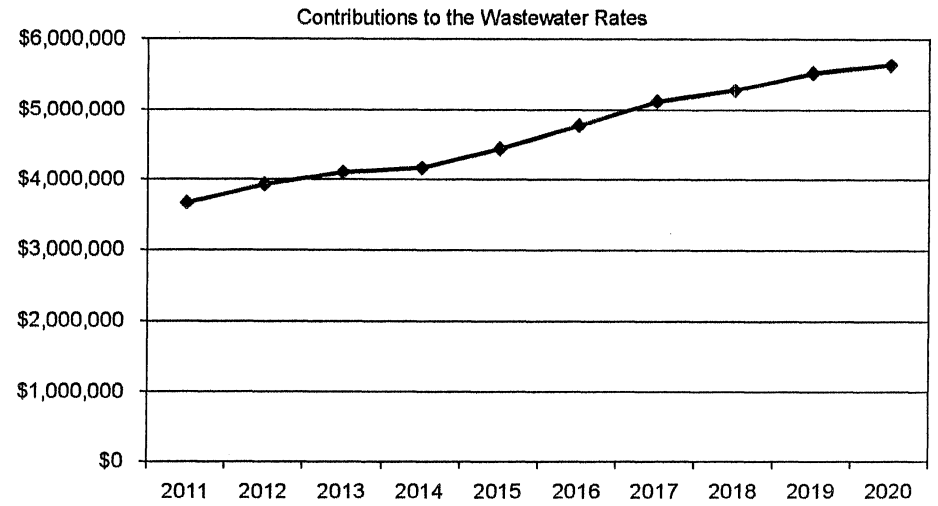
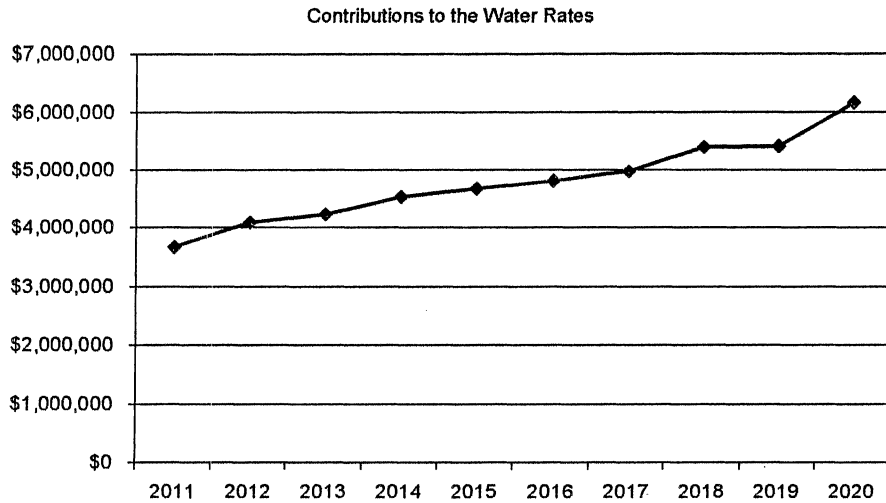
**Reserve Fund and Debt Policy Summary**

Adequate reserves are important to mitigate the City's financial risk and to strengthen the City's ability to withstand negative impacts on revenues from economic fluctuations and unforeseen expenditure requirements. Reserves and reserve funds are accumulated net revenues which are set aside for future expenditures. Reserves and reserve funds are a critical component of a municipality's long-term financing plan. The importance of maintaining reserves is to:

- Provide stability of water and wastewater rates in the face of variable and uncontrollable factors (e.g. interest rates, changes in subsidies, increase in fuel prices);
- Provide financing for one-time or short-term requirements without permanently impacting the tax and utility rates;
- Make provisions for acquisition and replacement of assets and infrastructure that are currently being consumed and depreciated;
- Avoid spikes in funding requirements of the capital budget by reducing reliance on long-term debt borrowing;
- Provide a source of internal financing;
- Ensure adequate cash flows;
- Provide flexibility to manage debt levels and protect the municipality's financial position; and
- Provide for liabilities that have been incurred in the current year but will not be paid for until future years.

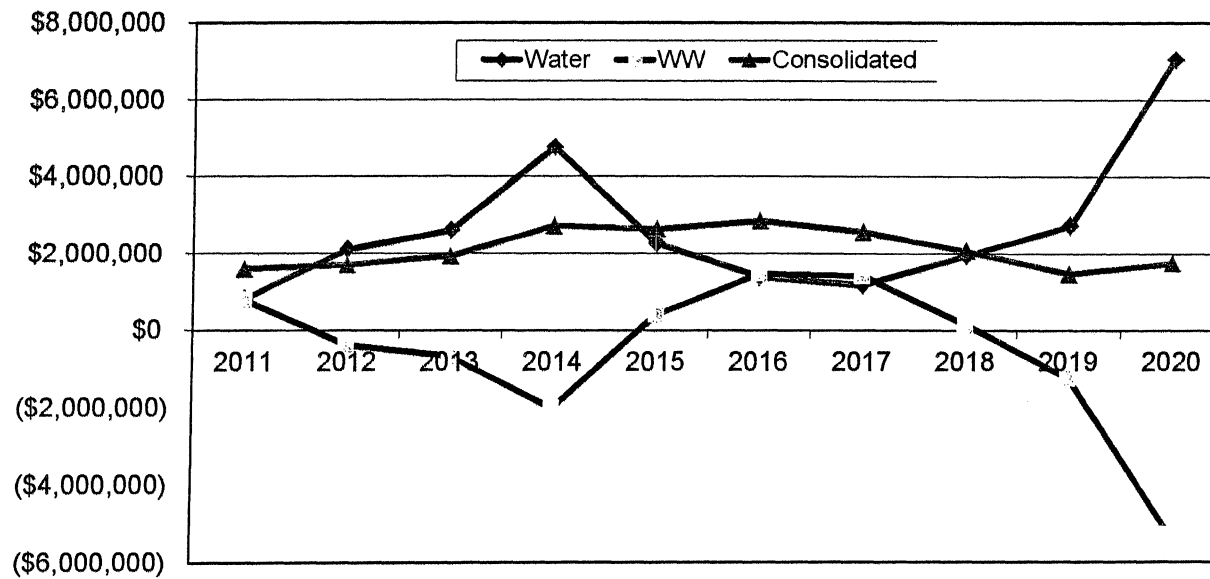
"Debt management may be defined as the process of providing for the payment of interest and principal payments on existing debt, and the planning for new debt issuance at a level which will optimize borrowing cost and not impair the financial position of the municipality." (Ministry of Municipal Affairs and Housing). Together with the General Reserve and Reserve Fund Policy, the Debt Management Policy sets fiscally-prudent financial targets to ensure that the City can adequately plan for and fund future capital needs in a responsible manner. Targets for achieving a favourable financial position have been established for debt and reserves; debt charges for water/wastewater should not exceed 15% of revenues.

**Water and Wastewater Rates Contributions**



As shown above, annual contributions from rates are being made with a gradual increase to smooth the impact on rates and to move toward full cost recovery. (Note there is an adjustment required in 2012 to fully separate the water and wastewater requirements as this was previously shown as a combined budget).

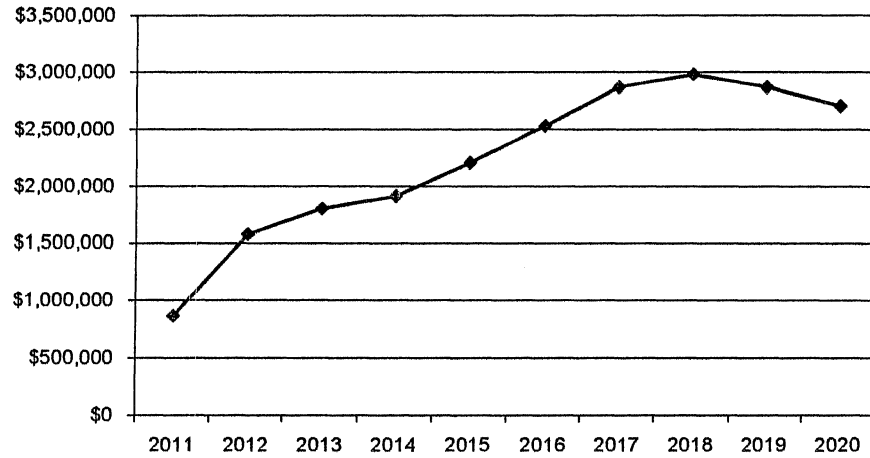
Water and Wastewater Reserve Fund Summary



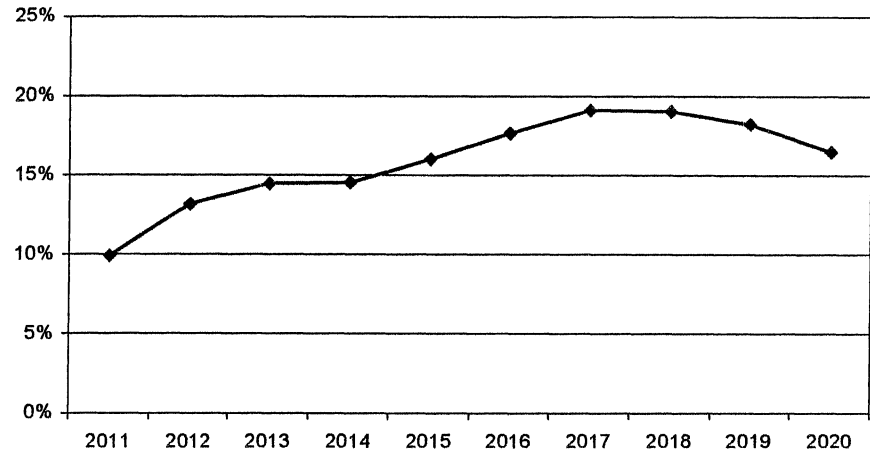
As shown above, while the annual contributions are increasing in water and wastewater in accordance with the City’s capital contribution policy, and in an effort to keep the City’s Debt Policy of debt issuance at \$3 million or less each year, the consolidated water and wastewater reserves are projected to stay in a positive position throughout the plan. Reserves are currently being managed on a combined basis. Moving forward, legislation requires that reserves be managed independently. The combined reserves remain in a positive position throughout the 10 year period.

Water Debt Summary

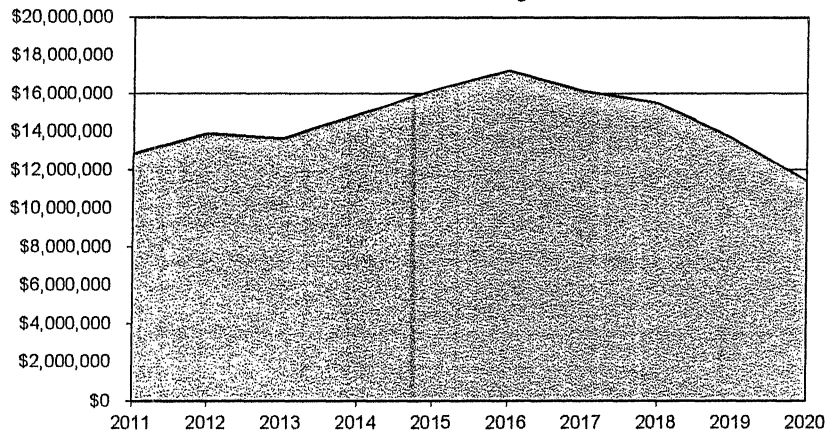
Water Debt Charges



Water Debt Charges as a % of Water Rate Revenues



Water Debt Outstanding

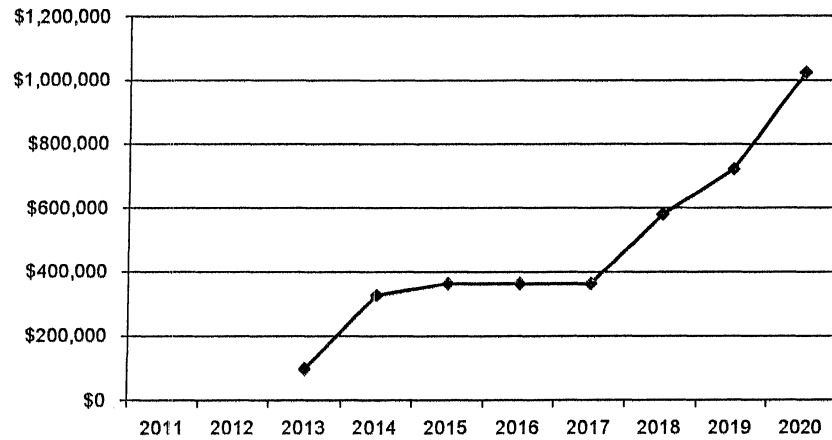


As shown in the graphs, the City's debt charges are increasing in Water until 2019 but remains below the OMB requirement of 25% throughout the plan.

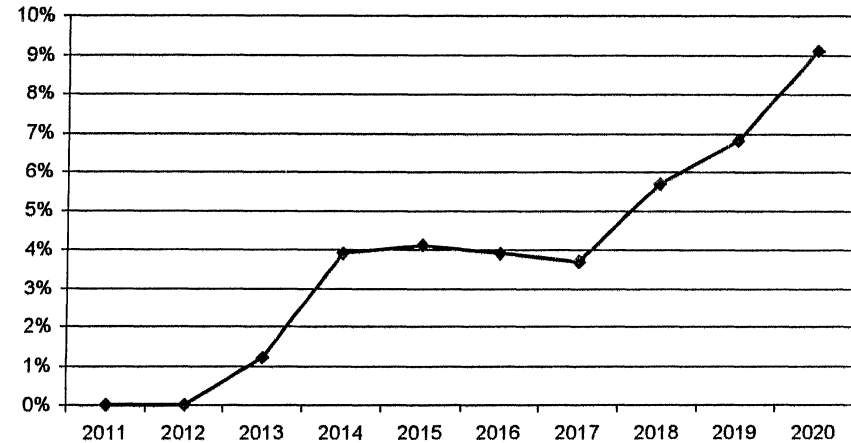


**Wastewater Debt Summary**

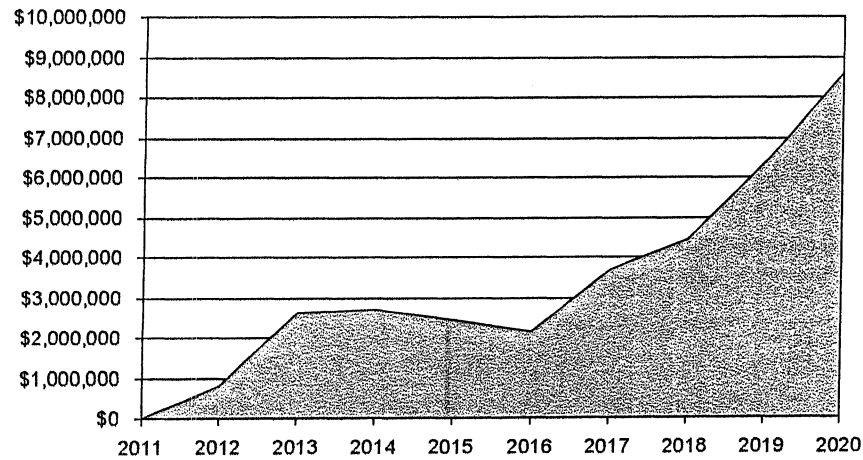
WW Debt Charges



WW Debt Charges as a % of WW Rate Revenues



WW Debt Outstanding



As shown in the graphs, the City's debt charges are increasing in Wastewater but remains below the OMB requirement of 25% throughout the plan.

**Summary of Operating Budget Requirements**

The City's objective in establishing the Water and Wastewater rates is to avoid large fluctuations from year to year and to ensure rates are set at a level to adequately cover current operating costs, maintain and repair the City's existing asset base and replace assets where appropriate.

Efforts are being made in this plan to gradually grow/maintain the Reserves to provide a source of funding for the ongoing replacement/refurbishment of capital assets. The following tables reflect the forecast expenditure requirements.

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Water Rate Revenue Requirements	\$ (9,467,100)	\$ (11,419,032)	\$ (11,935,262)	\$ (12,481,262)	\$ (13,057,478)	\$ (13,663,433)	\$ (14,301,726)	\$ (14,975,040)	\$ (15,032,144)	\$ (15,791,899)
Wastewater Rate Revenue Requirements	\$ (9,034,100)	\$ (8,202,462)	\$ (8,584,614)	\$ (8,985,740)	\$ (9,406,798)	\$ (9,848,797)	\$ (10,312,795)	\$ (10,799,902)	\$ (11,311,289)	\$ (11,848,181)
Total Rate Revenue Requirements	\$ (18,501,200)	\$ (19,621,494)	\$ (20,519,876)	\$ (21,467,001)	\$ (22,464,276)	\$ (23,512,230)	\$ (24,614,520)	\$ (25,774,943)	\$ (26,343,433)	\$ (27,640,080)
% change in Water		20.6%	4.5%	4.6%	4.6%	4.6%	4.7%	4.7%	0.4%	5.1%
% change in Wastewater		-9.2%	4.7%	4.7%	4.7%	4.7%	4.7%	4.7%	4.7%	4.7%
Total % change		6.1%	4.6%	4.6%	4.6%	4.7%	4.7%	4.7%	2.2%	4.9%

As shown above the annual increases in consolidated water and wastewater expenditures range from 2.2% to 4.9% from 2013 to 2020.

**Supporting Policies and Recommendations**

***Stabilization Reserves***

The purpose of Stabilization reserves is to provide a contingency for unforeseen events and stabilize fluctuations caused by one-time expenditures or revenue shortfalls. The City of North Bay currently does not have separate stabilization reserves for its water, wastewater operations which is recommended in the future. Water and wastewater operations are volatile and highly contingent on weather and economic conditions, therefore, based on best practice research, the target balance for these stabilization reserves should be set at 10% - 15% of expenditures. Funding for these reserves should be from future years operating surpluses.

***Recommendation***

That separate water and wastewater stabilization reserves be established with a target balance of 10% - 15% of expenditures

***Capital Reserves***

Best practice research reflects a need to ensure that there are sufficient capital reserves available for the timely replacement/refurbishment of assets. Accumulated deferred maintenance has a cost. Regular reviews of remaining life and condition of assets are required to determine the annual reserve contributions to ensure that infrastructure rehabilitation/replacement schedules can be met.

***Recommendation***

That an analysis be undertaken, of the condition and lifecycle of the underlying water, wastewater assets to determine the appropriate annual transfers required to ensure that sufficient funds are available for the timely replacement of the assets.

**Supporting Policies and Recommendations**

***Rate Structure***

The City of North Bay is embarking on a universal metering program. Despite industry trends in rate making, as stated by the Canadian Waterworks Association (CWWA), there is and always will be a lot of variation in rate setting practices given that there is no single rate setting approach or rate structure. A variety of alternative rate structures can be used, depending on the goals and objectives of the municipality. Manuals published by the American Waterworks Association (AWWA), the CWWA and InfraGuide describe a number of options for developing and setting rates which should be taken into account in the recommendations for an appropriate rate structure for the City of North Bay.

The rate structure selected by a municipality should achieve cost recovery objectives and an equitable allocation of costs among customers. Other local objectives such as revenue stability, economic development and conservation should also be considered in rate structure design.

***Recommendation***

That after the implementation of water meters, the City of North Bay establish goals and objectives related to water and wastewater and review the rate structure to ensure that it is aligned with the established goals and objectives.

**Supporting Policies and Recommendations**

***The Long Range Financial Plan is Dynamic***

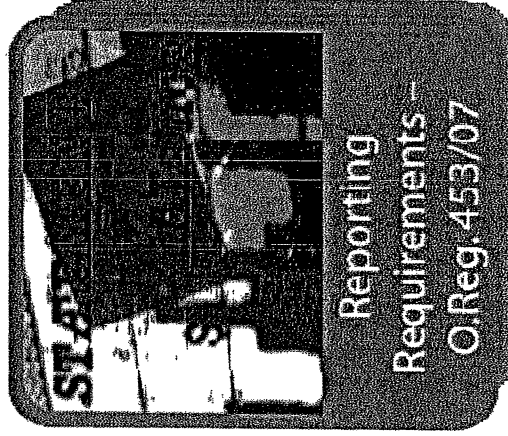
Although great effort has been made to present accurate financial projections, based upon the data available at this time, LRFP is a dynamic document and should be updated and re-evaluated on an ongoing basis. It is anticipated that updates to the LRFP will:

- Amend the assumptions, projections and strategies, as required, based on changes in the municipal environment
- Continue building awareness of the results of 10-year projections of current operating and capital spending and funding levels
- Assist the City in determining the extent of its financial challenges
- Reconfirm the key financial goals and strategies that should guide future planning
- Spur the development of actions in future business plans that would respond to the long-term strategies

***Recommendation***

That the assumptions used in the LRFP be modified and refined at least annually, as new information becomes available that materially changes the forecast.

Reporting Requirements—O.Reg. 453/07



**Water and Wastewater Reporting Requirements—O.Reg. 453/07**

While the O. Reg. 453/07 only applies to Water, the City has prepared statements for both water and wastewater operations. Paragraph 4 of subsection 3(1) of the regulation requires that financial plans include the following:

1. Details of the proposed or projected **financial position** of the drinking water system itemized by:
  - a. total financial assets
  - b. total liabilities
  - c. net debt
  - d. non-financial assets that are tangible capital assets, tangible capital assets under-construction, inventories of supplies and prepaid expenses
  - e. changes in tangible capital assets that are additions, donations, write-downs and disposals
2. Details of the proposed or projected **financial operations** of the drinking water system itemized by:
  - a. Total revenues, further itemized by water rates, user charges and other revenues
  - b. Total expenditures itemized by amortization expenses, interest expenses and other expenses
  - c. Annual surplus or deficit
  - d. Accumulated surplus or deficit
3. Details of the drinking water systems proposed or projected gross **cash receipts or gross cash payments (cash Flows)** itemized by:
  - a. Operating transactions that are cash received from revenues, cash paid for operating expenses and financing charges
  - b. Capital transactions that are proceeds on sale of tangible capital assets and cash used to acquire capital assets
  - c. Investing transactions that are acquisitions and disposal of investments
  - d. Financial transactions that are proceeds from the issuance of debt and debt repayment
  - e. Changes in cash and cash equivalents during the year
  - f. Cash and cash equivalents at the beginning and end of the year

**Statement of Financial Operations—Water**

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Water Total Revenues</b>										
Rate Revenues	\$ 9,467,100	\$ 11,419,032	\$ 11,935,262	\$ 12,481,262	\$ 13,057,478	\$ 13,663,433	\$ 14,301,726	\$ 14,975,040	\$ 15,032,144	\$ 15,791,899
Proceeds from Other Sources	\$ 3,525,000	\$ 1,887,500	\$ 1,893,500	\$ 4,837,000	\$ 218,500	\$ 225,000	\$ 232,000	\$ 239,000	\$ 246,000	\$ 253,500
Interest Revenues	\$ 12,375	\$ 20,242	\$ 52,399	\$ 64,963	\$ 118,504	\$ 56,247	\$ 34,387	\$ 29,015	\$ 48,525	\$ 67,978
Miscellaneous Revenues	\$ 155,000	\$ 158,100	\$ 161,262	\$ 164,487	\$ 167,777	\$ 171,133	\$ 174,555	\$ 178,046	\$ 181,607	\$ 185,239
<b>Total Revenues</b>	<b>\$ 13,159,475</b>	<b>\$ 13,484,874</b>	<b>\$ 14,042,423</b>	<b>\$ 17,547,711</b>	<b>\$ 13,562,259</b>	<b>\$ 14,115,812</b>	<b>\$ 14,742,668</b>	<b>\$ 15,421,102</b>	<b>\$ 15,508,276</b>	<b>\$ 16,298,616</b>
<b>Water Total Expenses</b>										
<b>Water Distribution</b>										
Personnel Costs	\$ 1,802,195	\$ 1,838,239	\$ 1,875,004	\$ 1,912,504	\$ 1,950,754	\$ 1,989,769	\$ 2,029,564	\$ 2,070,156	\$ 2,111,559	\$ 2,153,790
Purchase of Goods	\$ 432,500	\$ 441,150	\$ 449,973	\$ 458,972	\$ 468,152	\$ 477,515	\$ 487,065	\$ 496,807	\$ 506,743	\$ 516,878
Services and Rents	\$ 623,200	\$ 635,664	\$ 648,377	\$ 661,345	\$ 674,572	\$ 688,063	\$ 701,824	\$ 715,861	\$ 730,178	\$ 744,782
Internal Transfers	\$ 623,000	\$ 635,460	\$ 648,169	\$ 661,133	\$ 674,355	\$ 687,842	\$ 701,599	\$ 715,631	\$ 729,944	\$ 744,543
Cost Allocations	\$ 583,000	\$ 594,660	\$ 606,553	\$ 618,684	\$ 631,058	\$ 643,679	\$ 656,553	\$ 669,684	\$ 683,077	\$ 696,739
<b>Water Treatment Plant and Pumping Station</b>										
City Operated	\$ 1,602,400	\$ 1,788,389	\$ 1,842,040	\$ 1,897,302	\$ 1,954,221	\$ 2,012,847	\$ 2,073,233	\$ 2,135,430	\$ 2,199,493	\$ 2,265,477
<b>Total Operating Expenses</b>	<b>\$ 5,666,295</b>	<b>\$ 5,933,562</b>	<b>\$ 6,070,117</b>	<b>\$ 6,209,940</b>	<b>\$ 6,353,111</b>	<b>\$ 6,499,716</b>	<b>\$ 6,649,839</b>	<b>\$ 6,803,568</b>	<b>\$ 6,960,993</b>	<b>\$ 7,122,208</b>
<b>Debt Charges</b>										
Debt Charges - Interest Payments	\$ 260,000	\$ 413,296	\$ 451,950	\$ 445,525	\$ 493,722	\$ 543,068	\$ 580,704	\$ 542,916	\$ 523,483	\$ 458,605
<b>Amortization Expense</b>										
Water Assets	\$ 1,836,311	\$ 1,928,205	\$ 2,018,411	\$ 2,151,618	\$ 2,291,611	\$ 2,411,085	\$ 2,499,731	\$ 2,588,585	\$ 2,660,685	\$ 2,689,378
<b>Total Expenses</b>	<b>\$ 7,762,606</b>	<b>\$ 8,275,062</b>	<b>\$ 8,540,478</b>	<b>\$ 8,807,083</b>	<b>\$ 9,138,445</b>	<b>\$ 9,453,869</b>	<b>\$ 9,730,274</b>	<b>\$ 9,935,068</b>	<b>\$ 10,145,161</b>	<b>\$ 10,270,191</b>
<b>Annual Surplus/(Deficit)</b>	<b>\$ 5,396,869</b>	<b>\$ 5,209,811</b>	<b>\$ 5,501,946</b>	<b>\$ 8,740,629</b>	<b>\$ 4,423,814</b>	<b>\$ 4,661,944</b>	<b>\$ 5,012,394</b>	<b>\$ 5,486,034</b>	<b>\$ 5,363,115</b>	<b>\$ 6,028,425</b>



**Statement of Cash Flow/Cash Receipts—Water**

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Total Revenues</b>	\$ 13,159,475	\$ 13,484,874	\$ 14,042,423	\$ 17,547,711	\$ 13,562,259	\$ 14,115,812	\$ 14,742,668	\$ 15,421,102	\$ 15,508,276	\$ 16,298,616
<b>Cash Paid For</b>										
Operating Costs	\$ 5,666,295	\$ 5,933,562	\$ 6,070,117	\$ 6,209,940	\$ 6,353,111	\$ 6,499,716	\$ 6,649,839	\$ 6,803,568	\$ 6,960,993	\$ 7,122,208
Debt Repayment - Debt Interest	\$ 260,000	\$ 413,296	\$ 451,950	\$ 445,525	\$ 493,722	\$ 543,068	\$ 580,704	\$ 542,916	\$ 523,483	\$ 458,605
<b>Cash Provided From Operating Transactions</b>	\$ 7,233,180	\$ 7,138,016	\$ 7,520,357	\$ 10,892,247	\$ 6,715,425	\$ 7,073,028	\$ 7,512,125	\$ 8,074,618	\$ 8,023,800	\$ 8,717,803
<b>Capital Transactions</b>										
Acquisition of TCA	\$ 8,818,500	\$ 6,892,000	\$ 6,765,500	\$ 9,990,500	\$ 10,499,500	\$ 8,960,500	\$ 6,648,500	\$ 6,664,000	\$ 5,407,500	\$ 2,152,000
<b>Finance Transactions</b>										
Proceeds from Debt Issues	\$ 2,500,000	\$ 2,200,000	\$ 1,100,000	\$ 2,700,000	\$ 3,000,000	\$ 3,000,000	\$ 1,200,000	\$ 1,800,000	\$ 500,000	\$ -
Debt Repayment - Principal	\$ (600,000)	\$ (1,159,717)	\$ (1,352,334)	\$ (1,460,085)	\$ (1,706,198)	\$ (1,986,944)	\$ (2,278,487)	\$ (2,430,247)	\$ (2,338,177)	\$ (2,245,050)
<b>Increase/(Decrease) in Cash Equivalents</b>	\$ 314,680	\$ 1,286,299	\$ 502,523	\$ 2,141,661	\$ (2,490,273)	\$ (874,415)	\$ (214,862)	\$ 780,371	\$ 778,123	\$ 4,320,753
<b>Cash and Cash Equivalents at Beginning Balance</b>	\$ 495,000	\$ 809,680	\$ 2,095,979	\$ 2,598,502	\$ 4,740,163	\$ 2,249,890	\$ 1,375,475	\$ 1,160,613	\$ 1,940,983	\$ 2,719,106
<b>Cash and Cash Equivalents at Ending Balance</b>	\$ 809,680	\$ 2,095,979	\$ 2,598,502	\$ 4,740,163	\$ 2,249,890	\$ 1,375,475	\$ 1,160,613	\$ 1,940,983	\$ 2,719,106	\$ 7,039,859

**Statement of Financial Position—Water**

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Financial Assets</b>										
Cash	\$ 809,680	\$ 2,095,979	\$ 2,598,502	\$ 4,740,163	\$ 2,249,890	\$ 1,375,475	\$ 1,160,613	\$ 1,940,983	\$ 2,719,106	\$ 7,039,859
<b>Liabilities</b>										
Debt - Principal Outstanding	\$ 12,850,000	\$ 13,890,283	\$ 13,637,948	\$ 14,877,864	\$ 16,171,666	\$ 17,184,723	\$ 16,106,237	\$ 15,475,990	\$ 13,637,814	\$ 11,392,764
<b>Net Financial Assets</b>	<b>\$ (12,040,320)</b>	<b>\$ (11,794,304)</b>	<b>\$ (11,039,447)</b>	<b>\$ (10,137,701)</b>	<b>\$ (13,921,776)</b>	<b>\$ (15,809,248)</b>	<b>\$ (14,945,624)</b>	<b>\$ (13,535,007)</b>	<b>\$ (10,918,708)</b>	<b>\$ (4,352,906)</b>
<b>Non-Financial Assets</b>										
Tangible Capital Assets	\$ 101,915,754	\$ 106,879,550	\$ 111,626,639	\$ 119,465,521	\$ 127,673,409	\$ 134,222,825	\$ 138,371,594	\$ 142,447,009	\$ 145,193,824	\$ 144,656,446
Accumulated Surplus	\$ 89,875,434	\$ 95,085,246	\$ 100,587,192	\$ 109,327,820	\$ 113,751,633	\$ 118,413,576	\$ 123,425,970	\$ 128,912,002	\$ 134,275,116	\$ 140,303,541
Cash as a % of Net Fixed Assets	0.8%	2.0%	2.3%	4.0%	1.8%	1.0%	0.8%	1.4%	1.9%	4.9%
Debt as a % of Net Fixed Assets	12.6%	13.0%	12.2%	12.5%	12.7%	12.8%	11.6%	10.9%	9.4%	7.9%

The Statement of Financial Position shows that at the end of 2011, the City's water system will be in a net debt position of \$12.0 million and is forecast to be in a net debt position of \$4.4 million in 2020. The accumulated surplus increases from \$89.9 million to \$140.3 million due to an increase in tangible capital assets.

**Statement of Financial Operations—Wastewater**

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Wastewater Total Revenues</b>										
Rate Revenues	\$ 9,034,100	\$ 8,202,462	\$ 8,584,614	\$ 8,985,740	\$ 9,406,798	\$ 9,848,797	\$ 10,312,795	\$ 10,799,902	\$ 11,311,289	\$ 11,848,181
Proceeds from Other Sources	\$ 1,275,000	\$ 762,500	\$ 768,500	\$ 1,337,000	\$ 4,218,500	\$ 891,667	\$ 898,667	\$ 9,572,333	\$ 9,579,333	\$ 253,500
Interest Revenues	\$ 8,875	\$ 19,464	\$ -	\$ -	\$ -	\$ 9,724	\$ 36,754	\$ 35,033	\$ 2,963	\$ -
Miscellaneous Revenues	\$ 100,200	\$ 102,204	\$ 104,248	\$ 106,333	\$ 108,460	\$ 110,629	\$ 112,841	\$ 115,098	\$ 117,400	\$ 119,748
<b>Total Revenues</b>	<b>\$ 10,418,175</b>	<b>\$ 9,086,631</b>	<b>\$ 9,457,362</b>	<b>\$ 10,429,073</b>	<b>\$ 13,733,758</b>	<b>\$ 10,860,817</b>	<b>\$ 11,361,057</b>	<b>\$ 20,522,366</b>	<b>\$ 21,010,985</b>	<b>\$ 12,221,429</b>
<b>Wastewater Total Expenses</b>										
<b>Operating Expenses</b>										
Personnel Costs	\$ 1,071,805	\$ 1,093,241	\$ 1,115,106	\$ 1,137,408	\$ 1,160,156	\$ 1,183,359	\$ 1,207,027	\$ 1,231,167	\$ 1,255,790	\$ 1,280,906
Purchase of Goods	\$ 158,600	\$ 161,772	\$ 165,007	\$ 168,308	\$ 171,674	\$ 175,107	\$ 178,609	\$ 182,182	\$ 185,825	\$ 189,542
Services and Rents	\$ 187,300	\$ 191,046	\$ 194,867	\$ 198,764	\$ 202,740	\$ 206,794	\$ 210,930	\$ 215,149	\$ 219,452	\$ 223,841
Internal Transfers	\$ 279,900	\$ 285,498	\$ 291,208	\$ 297,032	\$ 302,973	\$ 309,032	\$ 315,213	\$ 321,517	\$ 327,947	\$ 334,506
<b>Administration</b>										
Cost Allocations	\$ 708,700	\$ 722,874	\$ 737,331	\$ 752,078	\$ 767,120	\$ 782,462	\$ 798,111	\$ 814,074	\$ 830,355	\$ 846,962
<b>WW Treatment Plant and Pumping Station</b>										
City Operated	\$ 1,760,800	\$ 1,929,465	\$ 1,987,349	\$ 2,046,970	\$ 2,108,379	\$ 2,171,630	\$ 2,236,779	\$ 2,303,882	\$ 2,372,999	\$ 2,444,189
<b>Total Operating Expenses</b>	<b>\$ 4,167,105</b>	<b>\$ 4,383,896</b>	<b>\$ 4,490,869</b>	<b>\$ 4,600,560</b>	<b>\$ 4,713,041</b>	<b>\$ 4,828,385</b>	<b>\$ 4,946,669</b>	<b>\$ 5,067,970</b>	<b>\$ 5,192,369</b>	<b>\$ 5,319,946</b>
<b>Debt Charges</b>										
Debt Charges - Interest Payments	\$ -	\$ -	\$ 29,085	\$ 95,582	\$ 97,678	\$ 87,561	\$ 77,054	\$ 131,585	\$ 158,075	\$ 227,298
<b>Amortization Expense</b>										
Wastewater Assets	\$ 1,051,288	\$ 1,140,421	\$ 1,234,335	\$ 1,329,701	\$ 1,412,975	\$ 1,474,181	\$ 1,579,815	\$ 1,811,281	\$ 2,064,395	\$ 2,236,515
<b>Total Expenses</b>	<b>\$ 5,218,393</b>	<b>\$ 5,524,318</b>	<b>\$ 5,754,289</b>	<b>\$ 6,025,843</b>	<b>\$ 6,223,693</b>	<b>\$ 6,390,127</b>	<b>\$ 6,603,538</b>	<b>\$ 7,010,837</b>	<b>\$ 7,414,838</b>	<b>\$ 7,783,759</b>
<b>Annual Surplus/(Deficit)</b>	<b>\$ 5,199,782</b>	<b>\$ 3,562,313</b>	<b>\$ 3,703,073</b>	<b>\$ 4,403,230</b>	<b>\$ 7,510,065</b>	<b>\$ 4,470,689</b>	<b>\$ 4,757,519</b>	<b>\$ 13,511,529</b>	<b>\$ 13,596,147</b>	<b>\$ 4,437,671</b>

**Statement of Cash Flow/Cash Receipts—Wastewater**

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Total Revenues	\$ 10,418,175	\$ 9,086,631	\$ 9,457,362	\$ 10,429,073	\$ 13,733,758	\$ 10,860,817	\$ 11,361,057	\$ 20,522,366	\$ 21,010,985	\$ 12,221,429
Cash Paid For										
Operating Costs	\$ 4,167,105	\$ 4,383,896	\$ 4,490,869	\$ 4,600,560	\$ 4,713,041	\$ 4,828,385	\$ 4,946,669	\$ 5,067,970	\$ 5,192,369	\$ 5,319,946
Debt Repayment - Debt Interest	\$ -	\$ -	\$ 29,085	\$ 95,582	\$ 97,678	\$ 87,561	\$ 77,054	\$ 131,585	\$ 158,075	\$ 227,298
Cash Provided From Operating Transactions	\$ 6,251,070	\$ 4,702,734	\$ 4,937,408	\$ 5,732,931	\$ 8,923,040	\$ 5,944,871	\$ 6,337,333	\$ 15,322,811	\$ 15,660,542	\$ 6,674,185
Capital Transactions										
Acquisition of TCA	\$ 5,827,500	\$ 6,685,000	\$ 7,043,500	\$ 7,152,500	\$ 6,245,500	\$ 4,590,500	\$ 7,922,500	\$ 17,360,000	\$ 18,983,500	\$ 12,909,000
Finance Transactions										
Proceeds from Debt Issues	\$ -	\$ 800,000	\$ 1,900,000	\$ 300,000	\$ -	\$ -	\$ 1,800,000	\$ 1,200,000	\$ 2,500,000	\$ 3,000,000
Debt Repayment - Principal	\$ -	\$ -	\$ (67,110)	\$ (229,076)	\$ (263,053)	\$ (273,170)	\$ (283,677)	\$ (445,584)	\$ (563,386)	\$ (794,773)
Increase/(Decrease) in Cash Equivalents	\$ 423,570	\$ (1,182,266)	\$ (273,202)	\$ (1,348,645)	\$ 2,414,487	\$ 1,081,200	\$ (68,843)	\$ (1,282,773)	\$ (1,386,344)	\$ (4,029,587)
Cash and Cash Equivalents at Beginning Balance	\$ 355,000	\$ 778,570	\$ (403,696)	\$ (676,898)	\$ (2,025,542)	\$ 388,945	\$ 1,470,145	\$ 1,401,302	\$ 118,529	\$ (1,267,815)
Cash and Cash Equivalents at Ending Balance	\$ 778,570	\$ (403,696)	\$ (676,898)	\$ (2,025,542)	\$ 388,945	\$ 1,470,145	\$ 1,401,302	\$ 118,529	\$ (1,267,815)	\$ (5,297,402)

**Statement of Financial Position—Wastewater**

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Financial Assets</b>										
Cash	\$ 778,570	\$ (403,696)	\$ (676,898)	\$ (2,025,542)	\$ 388,945	\$ 1,470,145	\$ 1,401,302	\$ 118,529	\$ (1,267,815)	\$ (5,297,402)
<b>Liabilities</b>										
Debt - Principal Outstanding	\$ -	\$ 800,000	\$ 2,632,891	\$ 2,703,815	\$ 2,440,762	\$ 2,167,592	\$ 3,683,916	\$ 4,438,332	\$ 6,374,947	\$ 8,580,175
<b>Net Financial Assets</b>	<b>\$ 778,570</b>	<b>\$ (1,203,696)</b>	<b>\$ (3,309,788)</b>	<b>\$ (4,729,357)</b>	<b>\$ (2,051,818)</b>	<b>\$ (697,447)</b>	<b>\$ (2,282,614)</b>	<b>\$ (4,319,804)</b>	<b>\$ (7,642,762)</b>	<b>\$ (13,877,577)</b>
<b>Non-Financial Assets</b>										
Tangible Capital Assets	\$55,620,292	\$ 61,164,871	\$ 66,974,036	\$ 72,796,835	\$ 77,629,360	\$ 80,745,679	\$ 87,088,364	\$ 102,637,083	\$ 119,556,188	\$ 130,228,673
Accumulated Surplus	\$56,398,862	\$59,961,175	\$63,664,248	\$68,067,478	\$75,577,542	\$80,048,231	\$84,805,750	\$98,317,279	\$111,913,426	\$116,351,096
Cash as a % of Net Fixed Assets	1.4%	-0.7%	-1.0%	-2.8%	0.5%	1.8%	1.6%	0.1%	-1.1%	-4.1%
Debt as a % of Net Fixed Assets	0.0%	1.3%	3.9%	3.7%	3.1%	2.7%	4.2%	4.3%	5.3%	6.6%

The Statement of Financial Position shows that at the end of 2011, the City's wastewater system will be in a net surplus position of \$0.8 million and is forecast to be in a net debt position of \$13.9 million in 2020. The accumulated surplus increases from \$56.4 million to \$116.4 million due to an increase in tangible capital assets.

## City of North Bay

### Report to Council

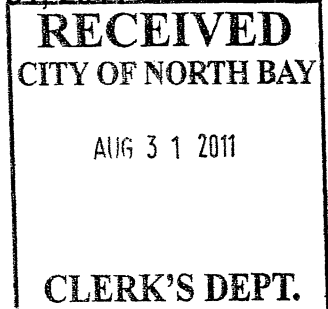
Report No: CAO 2011- 06

Date: August 31, 2011

Originator: David Linkie  
Chief Administrative Officer

Subject: Power Assisted Bicycles

File No: C04



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#### RECOMMENDATIONS

- 1) That staff be directed to promote the fact that power-assisted e-bikes are bound by regulations and relevant rules of the road for bicycles under the Highway Traffic Act, with two noted exceptions.
- 2) That a link to the Ministry of Transportation web site regarding frequently asked questions (FAQ's) for e-bikes be provided on the City of North Bay web-site for a period of not less than one year.

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#### BACKGROUND

Municipalities in Ontario, including the City of North Bay have seen a significant increase in the number of power assisted bicycles or "e-bikes" on roads and highways where conventional bicycles are permitted.

These conveyances are seen to be environmentally friendly and a relatively inexpensive means of travel over limited ranges.

With the fairly quick growth in the number of these vehicles the City is experiencing an increase in the number of inquiries and complaints relating to the use of e-bikes.

The Province of Ontario undertook a comprehensive pilot project evaluating the use of power assisted bicycles commenced in 2009. It should be noted that the terms power assisted bicycles, ecco bikes, e-bikes and electric bikes are used inter-changeably.

At the conclusion of the study, best practices guidelines were developed resulting in amendments to the Road Safety Act, 2009 and the publication of Frequently Asked Questions which are appended hereto.

In summary, power assisted bicycles as defined by the Province of Ontario, are permitted on roads and highways where conventional bicycles are allowed with two notable exceptions being

- i) All operators and passengers must be at least 16 years of age; and
- ii) All operators and passengers must wear an approved bicycle or motorcycle helmet.

There are several other requirements that apply which owners / operators are required to adhere to.

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## **OPTIONS / ANALYSIS**

### **Option 1**

Council could seek to prohibit the use of power assisted bicycles. As previously stated, this means of transportation is gaining in popularity with many of the units having been legally purchased. These e-bikes provide affordable transportation that is extremely environmentally friendly.

This option is not recommended.

### **Option 2**

With increased popularity of the use of e-bikes, the City is receiving more calls relating to operators not abiding by established rules of the road. On balance there would be a significantly higher incidence of traditional cyclists on non-power assisted bicycles not adhering to these rules. The uniqueness of power assisted bicycles has made them more visible to the traveling public.

Option 2 recommends that City staff inform the public of the regulations and requirements associated with the use of power-assisted bicycles.

## **RECOMMENDED OPTION / FINANCIAL IMPLICATIONS**

Option 2 is the recommended option being "That staff be directed to promote the fact that power-assisted e-bikes are bound by regulations and relevant rules of the road for bicycles under the Highway Traffic Act, with two noted exceptions and further that a link to the Ministry of Transportation web site regarding frequently asked questions (FAQ's) for e-bikes be provided on the City of North Bay web-site for a period of not less than one year."

There are no significant financial implications with respect to the recommended option.

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Respectfully submitted,



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David G. Linkie  
Chief Administrative Officer


Personnel designated for continuance: S. Bradford, Director Information Systems  
Copy for: S. Bradford

## Definition of an Electric Bicycle ("e-bike")

### 1. What is a power-assisted bicycle ("e-bike")?

For use in the Province of Ontario, a power-assisted bicycle, or e-bike, is a bicycle that:

- Has a maximum weight of 120 kg (includes the weight of bike and battery);
- Has wheels with a diameter of at least 350 mm and width of at least 35 mm; and
- Meets the federal definition of a power-assisted bicycle:
  - has steering handlebars and is equipped with pedals,
  - is designed to travel on not more than three wheels in contact with the ground,
  - is capable of being propelled by muscular power,
  - has one or more electric motors that have, singly or in combination, the following characteristics:
    - it has a total continuous power output rating, measured at the shaft of each motor, of 500 W or less,
    - if it is engaged by the use of muscular power, power assistance immediately ceases when the muscular power ceases,
    - if it is engaged by the use of an accelerator controller, power assistance immediately ceases when the brakes are applied, and
    - it is incapable of providing further assistance when the bicycle attains a speed of 32 km/h on level ground,
  - bears a label that is permanently affixed by the manufacturer and appears in a conspicuous location stating, in both official languages, that the vehicle is a power-assisted bicycle as defined federally, and
  - has one of the following safety features,
    - an enabling mechanism to turn the electric motor on and off that is separate from the accelerator controller and fitted in such a manner that it is operable by the driver, or
    - a mechanism that prevents the motor from being engaged before the bicycle attains 3 km/hr.

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### 2. Why is Ontario placing additional safety equipment requirements on e-bikes? Why is meeting the federal definition alone not sufficient?

On October 3, 2006, the Province of Ontario began a pilot project to evaluate the use of power-assisted bicycles (also known as electric bikes or e-bikes) on roads and highways where conventional bicycles were allowed. The pilot was open to all Ontarians 16 years of age and older and ran for three years. During the pilot, electric bicycles were treated as bicycles and had to follow the same rules of the road as set out in the Highway Traffic Act that applied to cyclists, with two exceptions:

- Operators had to be 16 years of age or older, and
- All operators had to wear an approved bicycle helmet at all times.



During its e-bike pilot evaluation, the province had requested, and received, feedback from various stakeholders including environmental groups, bicycling groups, e-bike retailers, manufacturers, importers, law enforcement, municipalities, safety advocates, and other ministries. The feedback had been, for the most part, encouraging and positive. Based on the results we were confident in proceeding with legislative amendments in Bill 126, the Road Safety Act, 2009 that reflected the pilot's operating requirements. However, many stakeholders and members of the public did share concerns involving the safe integration of e-bikes, and in particular scooter-style e-bikes because of their size, weight and mode of operation. Therefore additional safety feature requirements for e-bikes, based largely on Best Practices issued by the Canadian Council of Motor Transport Administrators, were implemented.

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### 3. Is a power-assisted bicycle the same as an e-bike?

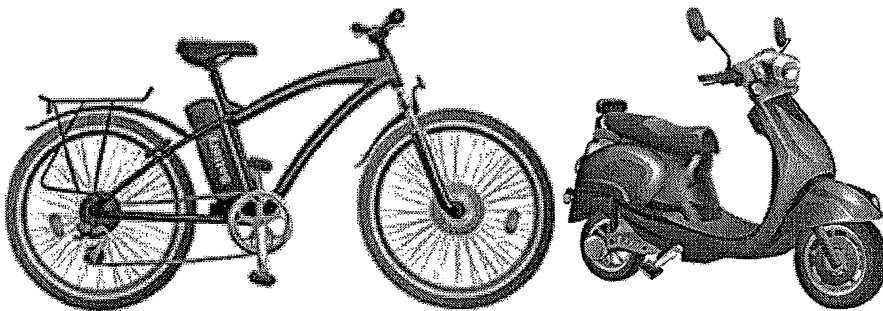
Yes. An e-bike is considered a power-assisted bicycle as long as it meets all the requirements of the Motor Vehicle Safety Act.

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### 4. Do all e-bikes look like bicycles? I have seen some that look like motor scooters being advertised as e-bikes.

E-bikes may resemble conventional bicycles, or resemble scooters and limited-speed motorcycles.




Effective October 3, 2009, conventional style and scooter-style e-bikes that meet the definition of a power-assisted bicycle, as described above, are permitted on roads and highways where conventional bicycles are currently allowed. They must follow the same rules of the road as set out in the Highway Traffic Act (HTA) that currently apply to cyclists, with some exceptions (see sections on Safety and Equipment Requirements, and Operating Requirements below)

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## 5. Why did the ministry decide to include scooter-style e-bikes in the definition of "bicycle"?

The current position of Ontario is no different than other Canadian jurisdictions that permit e-bikes on their roads. Ontario adopted the definition of power-assisted bicycle contained in s. 2(1) of the Motor Vehicle Safety Regulations (Canada). Despite the differences in appearance, both scooter-style e-bikes and conventional-style e-bikes that meet the federal definition of a power-assisted bicycle are available in the market.

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## Safety and Equipment Requirements

### 6. What safety requirements are in place for e-bikes? Aren't they, particularly those resembling scooters, heavier than conventional bicycles? Can't they accelerate from a stopped-position much faster?

To operate an e-bike on Ontario's public roads, the following vehicle safety and operator requirements are in place:


- E-bike must not weigh more than 120 kg (includes the weight of bike and battery).
- All operators and passengers must be at least 16 years of age.
- All operators and passengers must wear an approved bicycle or motorcycle helmets.
- All electrical terminals must be completely covered.
- Two independent braking systems consistent with requirements for motorcycles and motor-assisted bicycles (mopeds) that applies force to each wheel and is capable of bringing the e-bike, while being operated at a speed of 30 km/h, to a full stop within 9 metres from the point at which the brakes were applied.
- The minimum wheel width or diameter shall not be less than 35mm/350mm.
- No modifications to the motor to allow it to exceed a power output greater than 500W and a speed greater than 32 km/h.
- The battery and motor must be securely fastened to the vehicle to prevent them from moving while the e-bike is operating.

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### 7. Am I allowed to modify my e-bike so it can go faster than 32 km/h?


No. Modifying your e-bike for the purposes of increasing its speed beyond 32 km/h will no longer qualify it as an e-bike. Motor-assisted bicycle (moped) and/or limited-speed motorcycle (LSM) requirements such as licensing, registration and insurance may then apply.

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## 8. My e-bike weighs more than 120 kg. Am I allowed to operate this vehicle in Ontario?

Currently, only e-bikes weighing 120 kg and under are allowed to be operated on Ontario's public roads as e-bikes. A weight greater than 120 kg will no longer qualify as an e-bike. Limited-speed motorcycle (LSM) requirements such as licensing, registration and insurance may then apply.

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## Operating Requirements

### 9. What do I need to operate an e-bike?

To operate an e-bike:

- No driver's licence is required
- No written test is required
- No vehicle registration or plate is required
- No motor vehicle liability insurance is required
- All operators/riders/passengers must be 16 years of age and older.
- All persons operating an e-bike are required to wear an approved bicycle or motorcycle helmet.


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### 10. Why is there an age restriction?

Even though power-assisted bicycles are treated as bicycles, they are generally heavier, can travel at a maximum speed of 32 km/hr and require additional physical strength to safely manage.


Currently, eight Canadian jurisdictions (British Columbia, Alberta, Saskatchewan, Manitoba, Quebec, Nova Scotia, Newfoundland and Labrador and the Yukon Territory) have legalized power-assisted bicycles for public road use and are treating these vehicles as conventional bicycles and not as motor vehicles. Of these eight jurisdictions, four have a minimum age requirement - the requirement is 12 years in Alberta, 14 in Manitoba and 16 in British Columbia and Quebec.

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### 11. What are the rules for wearing a helmet?

Anyone operating or riding on an e-bike is required to wear an approved bicycle or motorcycle helmet. There are no age exemptions.


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## 12. On what roads can an e-bike travel?

E-bikes **are** allowed to travel anywhere bicycles are permitted to travel. Any municipal by-law prohibiting bicycles from highways under their jurisdiction also apply to e-bikes. Municipalities may also pass by-laws specific to e-bikes that prohibit them from municipal roads, sidewalks, bike paths, bike trails, and bike lanes under their jurisdiction.


E-bikes, like bicycles, **are not** allowed on controlled-access highways such as 400 series highways, the Queen Elizabeth Way, the Queensway in Ottawa or the Kitchener-Waterloo Expressway, or on municipal roads, including sidewalks where bicycles are banned under municipal by-laws.

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## 13. If my driver's licence has been suspended, can I legally operate an e-bike?


It depends on the particular circumstances that lead to the licence suspension. If your driver's licence suspension was related to a conviction under the Criminal Code of Canada, you cannot legally operate an e-bike. If your driver's licence has been suspended under these or other circumstances, it is recommended that you discuss your situation with a licensed legal practitioner before deciding to operate an e-bike.

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## 14. Am I allowed to carry passengers on my e-bike?

Under the Highway Traffic Act, section 178(2), passengers are not allowed on a bicycle designed for one person.

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## E-bikes and Limited-Speed Motorcycles (LSM)

### 15. What are the safety differences between a scooter-style e-bike and a limited-speed motorcycle (LSM)?

A scooter-style e-bike does not have to meet any federal safety standards and can reach a maximum speed of 32 km/h. Limited-speed motorcycles (LSMs) must meet several federal safety standards and can attain a maximum speed of 70 km/h; the maximum speed for a moped is 50 km/h.

Unlike LSM and moped operators, operators of scooter-style e-bikes do not require licensing, insurance and registration.


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## 16. How can I visually tell the difference between a scooter-style e-bike and an LSM?

E-bikes may resemble conventional bicycles, or resemble scooters and limited-speed motorcycles. However some key visual differences do exist:

- Unlike LSMs, the definition of an e-bike requires that it be equipped with pedals.
- LSMs are required to be registered and plated whereas e-bikes are neither required to be registered or fitted with a licence plate.
- E-bikes are required to bear a label that is permanently affixed by the manufacturer and appears in a conspicuous location stating, in both official languages, that the vehicle is a power-assisted bicycle as defined federally.
- The easiest way to identify if your vehicle is a limited-speed motorcycle is by the label. The label is usually fastened to the steering column or under the seat. Look beside "type of vehicle" and it will say LSM/MVL. All newer models of LSMs and mopeds have a label for ease of identification.
  - If the vehicle was manufactured **on, or after**, September 1, 1988, it must have affixed a compliance label required under the Federal Motor Vehicle Safety Act (Canada) that identifies the motor vehicle as a limited-speed motorcycle.
  - If the vehicle was manufactured **before** September 1, 1988 and does not have a label, you will be able to identify it as a limited-speed motorcycle by the following:
    - Electric or gas powered
    - Maximum speed of 70 km/h
    - Automatic transmission
    - Has a "step through" vehicle design
    - Maximum engine displacement of 50 cubic centimetres or less.

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## 17. What does an e-bike label say?

### Sample label

**THIS VEHICLE IS A POWER  
ASSISTED BICYCLE AND  
MEETS ALL THE  
REQUIREMENTS UNDER  
SECTION 2(1) OF THE  
CANADA MOTOR VEHICLE  
SAFETY REGULATIONS.**

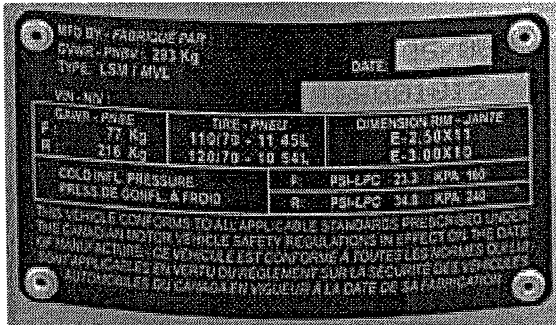
**CE VÉHICULE EST UNE BICYCLETTE  
ASSISTÉE ET RECONTRE LA NORME 2(1)  
DU RÈGLEMENT SUR LA SÉCURITÉ  
DES VÉHICULES AUTOMOBILES DU CANADA.**

Manufacturers of e-bikes must permanently affix a label, in a conspicuous location, stating in both official languages that the vehicle is a power-assisted bicycle as defined in the regulations under the federal Motor Vehicle Safety Act.

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## 18. What does an LSM compliance label look like?

### Sample label



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## 19. Why are LSM and moped operators required to be licensed but operators of scooter-style e-bikes are not?

For the purposes of the Highway Traffic Act (HTA), e-bikes are considered bicycles and therefore do not require operators to be licensed.

Furthermore, the maximum speed of a limited-speed motorcycle (LSM) is 70 km/h and for a moped is 50 km/h compared to an e-bike, which can reach a maximum speed of only 32 km/h. Primarily because of the higher level of speed that can be reached, the ministry is requiring operators of limited-speed motorcycles and mopeds to participate in the provincial graduated licensing system while operating these motor vehicles, in order to ensure road safety for Ontarians.

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## Costs and Batteries

### 20. How much do e-bikes cost?


E-bikes usually retail for between \$1,000 and \$2,800 in Ontario.

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**21. How far can I travel on a single charge of the battery?**


On power-assist mode, one charge can provide traveling distance of 20-100 km, depending on the terrain and the model.

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**22. How long will the battery last before I have to buy a new one?**

The life cycle of the battery is up to 500 charges.


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## Enforcement

**23. What is the ministry doing to ensure that law enforcement is accurately informed about the e-bike rules of the road and regulations?**

The ministry has communicated and advised traffic enforcement officers, through the Ministry of Community Safety and Correctional Services, on the e-bike regulations and relevant rules of the road under the Highway Traffic Act.


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**24. If a police officer stopped someone who was drunk while driving an e-bike, how would they be charged? Would this be a Criminal Code offence or an HTA offence?**

Drinking and driving a motor vehicle is a Criminal Code offence and charges are laid under the Criminal Code of Canada. Under the Criminal Code, the definition of a "motor vehicle" would include an e-bike and anyone operating an e-bike intoxicated could be charged for impaired driving. If convicted, the offender would be subject to the Criminal Code penalties, including a fine or jail time, and a driving prohibition.

Under the Highway Traffic Act, an e-bike is not classified as a motor vehicle, so penalties for impaired driving under the Act would not apply.

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**25. Are the fines for e-bike offences the same as bicycle offences?**


Yes. All the set fines established for violating rules of the road and equipment standards that apply to bicyclists apply to drivers of e-bikes.

For example:

Offence	HTA Section - Bicycle*	Set Fine	Court Fee	Victim Fine	Total
Improper lighting	62(17)*	\$ 20.00	\$ 5.00	\$ 10.00	\$ 35.00
Improper brakes	64(2)	\$ 85.00	\$ 5.00	\$ 20.00	\$ 110.00
No bell or defective bell	75(5)	\$ 85.00	\$ 5.00	\$ 20.00	\$ 110.00
Fail to wear proper helmet	104(2.1)*	\$ 60.00	\$ 5.00	\$ 20.00	\$ 85.00
Disobey stop sign, fail to stop	136(1)(a)	\$ 85.00	\$ 5.00	\$ 20.00	\$ 110.00
Red light - fail to stop	144(18)	\$ 150.00	\$ 5.00	\$ 25.00	\$ 180.00
Careless driving	130	\$ 260.00	\$ 5.00	\$ 60.00	\$ 325.00
Fail to yield to pedestrian	140(1)(a)	\$ 85.00	\$ 5.00	\$ 20.00	\$ 110.00
Drive wrong way - one way traffic	153	\$ 85.00	\$ 5.00	\$ 20.00	\$ 110.00
Bicycle - fail to turn out to right when overtaken	148(6)*	\$ 85.00	\$ 5.00	\$ 20.00	\$ 110.00
Cyclist - ride in or along crosswalk	144(29)*	\$ 85.00	\$ 5.00	\$ 20.00	\$ 110.00
Cyclist - fail to stop or to identify self	218(2)*	\$ 85.00	\$ 5.00	\$ 20.00	\$ 110.00
Ride 2 on a bicycle	178(2)*	\$ 85.00	\$ 5.00	\$ 20.00	\$ 110.00




\*HTA offences specific to the operation of bicycles and to bicyclists

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## **26. If I get stopped by a police officer while riding my e-bike, do I need to show ID?**


Under the Highway Traffic Act, section 218, cyclists must stop and identify themselves when required to stop by police for breaking traffic laws. The police officer will ask you for your correct name and address.

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## **27. Will municipalities be able to pass by-laws to prohibit e-bikes?**

Yes. Municipalities have the ability to prohibit where e-bikes may travel and may do so at their own discretion.

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# **Questions about the E-bike pilot**


## **28. How was the pilot evaluated? What were the outcomes of the e-bike pilot?**

During its e-bike pilot evaluation, the province had requested, and received, feedback from various stakeholders including environmental groups, bicycling groups, e-bike retailers, manufacturers, importers, law enforcement, municipalities, safety advocates, and other ministries. The feedback had been, for the most part, encouraging and positive. Based on the results, we were confident in proceeding with legislative amendments in Bill 126, the Road Safety Act, 2009 that reflected the pilot's operating requirements. However, many stakeholders did share concerns involving the safe integration of scooter-style e-bikes because of their size, weight and mode of operation.

Specific stakeholder concerns included the reported ease with which an e-bike's maximum speed can be increased through modifications, the absence of standards/requirements for e-bike electrical components, and heavier e-scooter bikes sharing roads and bicycle paths with pedestrians and cyclists, given that some models are much heavier, wider, and longer than regular bicycles.

The positive feedback and common safety concerns were reinforced through multiple subsequent consultations: the Legislature's Standing Committee on General Government held public hearings on Bill 126 including e-bike items; MTO held consultations with external and inter-ministerial stakeholders in June 2009; and the public were invited to submit comments on potential regulatory e-bike equipment/operating requirements under consideration to address e-bike safety concerns through postings on the Regulatory Registry and the Environmental Bill of Rights Registry.


Therefore, based on MTO's evaluation and substantial consultations, additional safety feature requirements for e-bikes, based on Best Practices issued by the Canadian Council of Motor Transport Administrators, were implemented.

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## **29. Why are we permitting e-bikes on public roads but not pocket bikes?**

E-bikes are powered by an electric motor and muscular power, and have zero emissions. Pocket bikes are small, powerful motorcycles that are gas-powered with the same rate of emissions as larger motorcycles. E-bikes have been legalized for public roads in eight other Canadian jurisdictions and have a record of safety. Pocket bikes, because of their low profile (about two feet in height), their high rate of speed (can reach 70 km/hr), and lower equipment standards are unsafe vehicles to be driven on public roads.

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**THE CORPORATION OF THE CITY OF NORTH BAY**

**BY-LAW NO. 2011-201**

**BEING A BY-LAW TO CONFIRM PROCEEDINGS  
OF THE MEETING OF COUNCIL ON  
AUGUST 29, 2011**

**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 August 29, 2011 in respect of each motion, resolution and other action passed and taken by the Council at is 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 6<sup>TH</sup> DAY OF SEPTEMBER, 2011.

cc READ A SECOND TIME IN OPEN COUNCIL THIS 6<sup>TH</sup> DAY OF SEPTEMBER, 2011.

READ A THIRD TIME IN OPEN COUNCIL AND PASSED THIS 6<sup>TH</sup> DAY OF SEPTEMBER, 2011.

\_\_\_\_\_  
MAYOR ALLAN McDONALD

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

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2011-203

**A BY-LAW TO AUTHORIZE THE FIRE DEPARTMENT'S  
REPLACEMENT OF EMERGENCY GENERATOR PROJECT**

**WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 326 authorizes the Council to pass a by-law for the purposes therein stated;

**AND WHEREAS** the *Municipal Act, 2001* (S.O. 2001, c-25), Section 401 authorizes the Council to pass a by-law for the purposes herein stated;

**AND WHEREAS** the Council passed Resolution 2011-612 at its Regular Meeting held Monday, August 29, 2011, authorizing the Fire Department's Replacement of Emergency Generator Project, being 2011 Fire Department Capital Budget Line No. 69 (Project No. 3111FD), with a net debenture cost of \$120,000.00;

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

1. That the expenditure of \$120,000.00 for the Fire Department's Replacement of Emergency Generator Project for the following be hereby authorized:

Fire Facility Maintenance	\$ 114,000.00
Temporary Financing Costs	<u>6,000.00</u>
Net Amount to be Debentured	\$ 120,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note or notes temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$120,000.00 limited in this by-law.
3. Any promissory note or notes issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 6<sup>TH</sup> DAY OF SEPTEMBER, 2011.

READ A SECOND TIME IN OPEN COUNCIL THIS 6<sup>TH</sup> DAY OF SEPTEMBER, 2011.

cc READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 6<sup>TH</sup> DAY OF SEPTEMBER, 2011.

\_\_\_\_\_  
MAYOR VIC FEDELI

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

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2011-204

**BEING A BY-LAW TO AUTHORIZE THE RENAMING  
OF A PORTION OF THE BOUNDARY ROAD  
BETWEEN THE CORPORATION OF THE CITY OF NORTH BAY  
AND THE MUNICIPALITY OF CALLANDER**

**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**, it is deemed expedient and in the interest of The Corporation of the City of North Bay to rename a portion of the Boundary Road between The Corporation of the City of North Bay and The Municipality of Callander in order to be consistent with the Municipality of Callander;

**AND WHEREAS** the Council of The Corporation of the City of North Bay passed Resolution No. 2011-608 at its Regular Meeting held on August 29, 2011 approving the renaming of a portion of the Boundary Road between The Corporation of the City of North Bay and The Municipality of Callander;

**AND WHEREAS** notice of this by-law has been published at least once a week for two successive weeks;

**AND WHEREAS** no person has claimed that his or her lands will be prejudicially affected by the passing of this by-law nor applied to be heard in person or by his or her counsel, solicitor or agency by the Council of the said City or a Committee of said Council.

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

1. That a portion of the Boundary Road between The Corporation of the City of North Bay and The Municipality of Callander, being that portion of Fairway Drive between Pinewood Park Drive and Cranberry Road as shown on Schedule "A" hereto be renamed to Cranberry Road.
2. This by-law comes into force and effect upon consent of The Municipality of Callander and a certified copy of the by-law being registered in the Land Titles Office for the District of Nipissing.

READ A FIRST TIME IN OPEN COUNCIL THIS 6<sup>TH</sup> DAY OF SEPTEMBER, 2011.

READ A SECOND TIME IN OPEN COUNCIL THIS 6<sup>TH</sup> DAY OF SEPTEMBER, 2011.

cc  
READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 19<sup>TH</sup> DAY OF SEPTEMBER, 2011.

\_\_\_\_\_  
MAYOR ALLAN McDONALD

\_\_\_\_\_  
DEPUTY CITY CLERK KAREN McISAAC

THE MUNICIPALITY OF CALLANDER'S CONSENT TO THE CHANGE OF NAME OF  
A PORTION OF THE BOUNDARY ROAD

The Municipality of Callander hereby consents to the renaming of that portion of the Boundary Road between The Corporation of the City of North Bay and The Municipality of Callander, being that portion of Fairway Drive between Pinewood Park Drive and Cranberry Road as shown on Schedule "A" hereto be renamed to Cranberry Road.

Signed in Callander, Ontario this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

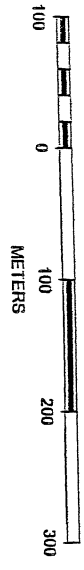
THE MUNICIPALITY OF CALLANDER  
Per:

\_\_\_\_\_  
Mayor Hector Lavigne

\_\_\_\_\_  
Clerk

THIS IS SCHEDULE "A" TO THE CORPORATION OF THE CITY OF NORTH BAY'S  
BY-LAW NO. 2011-204

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SCALE 1 : 4,543



**NOTICE OF A BY-LAW TO RENAME A PORTION OF THE  
BOUNDARY ROAD BETWEEN THE CITY OF NORTH BAY  
AND THE MUNICIPALITY OF CALLANDER**

The Council of The Corporation of the City of North Bay will consider and, if approved, will pass and enact at its meeting to be held on the 19<sup>th</sup> day of September, 2011, at the hour of 7:00 o'clock in the evening at the Council Chambers, City Hall, 200 McIntyre Street East, a by-law to rename of portion of the Boundary Road between The Corporation of the City of North Bay and The Municipality of Callander, as shown on the key map below and described as follows:

That the portion of the Boundary Road between The Corporation of the City of North Bay and The Municipality of Callander, being that portion of Fairway Drive between Pinewood Park Drive and Cranberry Road, be renamed to Cranberry Road.

The appropriate plan may be examined at the Office of the City Clerk at the City Hall, 200 McIntyre Street East, North Bay, Ontario.

The Council will, at the said meeting hear in person or by his Counsel, Solicitor or Agent, any person who claims that his or her lands will be prejudicially affected by the by-law and who applies to be heard.

Dated and first published at the City of North Bay this 3<sup>rd</sup> day of September, 2011.

Catherine Conrad  
City Clerk





THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2011-202

**A BY-LAW TO AMEND TRAFFIC & PARKING BY-LAW NO. 2002-001  
(SCHEDULE 10 – SPEED LIMITS)**

**WHEREAS** the *Municipal Act, 2001*, (S.O. 2001, c.25) authorizes the Council to pass By-Laws regulating or prohibiting certain traffic on highways and regulating or prohibiting parking on highways;

**AND WHEREAS** the *Highway Traffic Act*, R.S.O. 1990, Chapter H-8, as amended, authorizes the Council to pass By-laws regulating traffic on highways;

**AND WHEREAS** the Council passed Resolution 2011-606 at its Regular Meeting held Monday, August 29, 2011, authorizing that the Traffic & Parking By-law No. 2002-001 be amended with respect to reducing speed limits on Ski Club Road.

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

1. That Schedule 10 (Speed Limits) to Traffic & Parking By-Law No. 2002-001 is hereby amended by adding the following:

<u>"ROAD</u>	<u>BETWEEN</u>	<u>KILOMETRES PER HOURS</u>
--------------	----------------	-----------------------------

**B – LOWER RATE OF SPEED**

Ski Club Road	715 Ski Club Road and Bolton Drive."	40 km/hr
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2. That this by-law comes into effect upon being passed.

READ A FIRST TIME IN OPEN COUNCIL THIS 6<sup>TH</sup> DAY OF SEPTEMBER, 2011.

READ A SECOND TIME IN OPEN COUNCIL THIS 6<sup>TH</sup> DAY OF SEPTEMBER, 2011.

*CC*  
READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 6<sup>TH</sup> DAY OF SEPTEMBER, 2011.

\_\_\_\_\_  
MAYOR ALLAN McDONALD

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