



Council

Agenda

**Regular Meeting of Council
September 16, 2013
at 7:00 p.m.**

MEETINGS

**FOR THE WEEK OF
SEPTEMBER 16TH, 2013**

Monday, September 16, 2013

7:00 p.m.

Regular Meeting of Council
Council Chambers, 2nd Floor

**THE CORPORATION OF THE CITY OF NORTH BAY
REGULAR MEETING OF COUNCIL HELD
MONDAY, SEPTEMBER 16TH, 2013**

PUBLIC PRESENTATIONS:

PUBLIC MEETING MINUTES:

Tuesday, September 3, 2013

COMMITTEE REPORTS:

CORRESPONDENCE:

1. Report from Peter Carello dated August 29, 2013 re Rezoning application by Neil and Wendy Luxton – 165 Hughes Rd (D14/2013/LUXTN/HUGHES).
2. Resignation of Peter Fedeli, Don Beddage, Marc Buchanan and Paul Woodbury dated September 6, 2013 from the Committee of Adjustment (C01/2013/APPTS/GENERAL).
3. Report from Kathleen Fralic dated September 9, 2013 re Airport Community Improvement Plan application by Comsatec Inc. (F11/2013/ACIP/COMSATEC).
4. Report from Catherine Conrad dated September 3, 2013 re Amendment to *Municipal Elections Act* (C07/2013/ELECT/GENERAL).
5. Report from Kathleen Fralic dated September 9, 2013 re Community Improvement Plans Update (F21/2013/REVEN/CIP).
6. Report from Erin Vaughan dated September 9, 2013 re Cultural Plan Update (F05/2010/PARKS/PR3043PR).
7. Report from Paul Valenti dated September 10, 2013 re Engineering Design Services for the Wastewater Treatment Plant Grit Removal Project (F05/2013/ROADS/3513SS).
8. Report from Peter Carello dated September 9, 2013 re Deeming By-Law application by Susan McFarlane – 1431-1443 Ferguson Street (C00/2013/DEEM/1431FERG).

9. Report from Erin Richmond and John Severino dated August 29, 2013 re Record of Site Condition, Airport Industrial Park – Phase II, Parts 1, 2, 4, 5, and 6, Plan 36R-13258 (D12/2009/NBJGA/INBUSPK).
10. Report from Lorraine Rochefort dated August 29, 2013 re Reduction, Cancellation or Refund of Taxes, Section 357, the *Municipal Act*, S.O. 2001, c.25 (F22/2013/357/GENERAL).

General Government - First, second and third readings:

By-Law No. 2013-196 to confirm proceedings of the Meeting of Council on September 3, 2013.

MOTIONS:

MOTION TO ADJOURN IN-CAMERA:

IN-CAMERA CORRESPONDENCE:

11. ***Confidential*** report from Peter Leckie dated September 9, 2013 re Property Matter.

MOTION TO RECONVENE:

MOTION FOR RECONSIDERATION:

GIVING NOTICE:

ADJOURNMENT:

**MINUTES OF THE REGULAR MEETING
OF CITY COUNCIL
HELD TUESDAY, SEPTEMBER 3RD, 2013**

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

PUBLIC PRESENTATIONS:

CORRESPONDENCE:

Mike Guillemette re Resignation from the Property Standards Committee (511)

REPORTS FROM OFFICERS:

Hillier, B. re Laneway closure application by Patricia & Douglas Casey - 137 Greenwood Avenue (512)

Res. #2013-508: Moved by Councillor Marosis, seconded by Councillor Campbell That minutes for the public meetings held on:

- Monday, August 26, 2013

be adopted as presented.

"CARRIED"

Res. #2013-509: Moved by Councillor Mendicino, seconded by Councillor Mayne That Community Services Committee Report No. 2013-21 relating to:

- Fire Underwriters Services Study

be adopted as presented.

"CARRIED"

COMMUNITY SERVICES COMMITTEE REPORT NO. 2013-21

September 3, 2013

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

Your Worship and Councillors:

The Community Services Committee presents Report No. 2013-21 and recommends:

1. That the Chief Administrative Officer, in consultation with the Fire Chief, prepare a Report to Council with recommendations based on Fire Underwriters Services Study, as well as other operational issues including staffing levels.

All of which is respectfully submitted.

ASSENTS DISSENTS
MENDICINO
MAYNE
VAILLANCOURT
MAYOR McDONALD

Res. #2013-510: Moved by Councillor Lawlor, seconded by Councillor Anthony
That accounts totaling \$7,812,513.88 for July 2013 be approved.

"CARRIED"

Res. #2013-511: Moved by Councillor Lawlor, seconded by Councillor Anthony
That the resignation of Mike Guillemette from the Property Standards Committee be received and Mr. Guillemette be thanked for his involvement on the Committee.

"CARRIED"

Res. #2013-512: Moved by Councillor Lawlor, seconded by Councillor Anthony
That 1) the application by Patricia & Douglas Casey to close a portion of the laneway in the block bounded by Greenwood Avenue, Norwood Avenue, Browning Street and Algonquin Avenue in the City of North Bay, as shown on Schedule 'A', attached to Report to Council CSBU 2013-65 dated August 23, 2013, and reflective of the existing situation, be approved; and

- 2) the closure of the laneway be subject to the granting of any required easements; and
- 3) the Chief Administrative Officer be authorized by Council to initiate normal closure procedures of the subject laneway.

"CARRIED"

Res. #2013-513: Moved by Councillor Lawlor, seconded by Councillor Anthony
That the following by-laws be read a first and second time:

By-Law No. 2013-178 to impose sanitary sewer connection rates and to prescribe the amount of such rates for the Lakeshore Drive/Pinewood Park Drive Sanitary Sewage Extension.

By-Law No. 2013-193 to confirm proceedings of the Meeting of Council on August 26, 2013.

By-Law No. 2013-194 to authorize the Transit Coach Replacement Program.

"CARRIED"

Res. #2013-514: Moved by Councillor Lawlor, seconded by Councillor Anthony
That the following by-laws be read a third time and passed:

By-Law No. 2013-178 to impose sanitary sewer connection rates and to prescribe the amount of such rates for the Lakeshore Drive/Pinewood Park Drive Sanitary Sewage Extension.

By-Law No. 2013-193 to confirm proceedings of the Meeting of Council on August 26, 2013.

By-Law No. 2013-194 to authorize the Transit Coach Replacement Program.

"CARRIED"

Res. #2013-515: Moved by Councillor Mendicino, seconded by Councillor Mayne
That the following by-law be read a third time and passed:

By-Law No. 2013-155 to rezone certain lands on Scollard Street
(1866409 Ontario Limited – 750 Scollard Street).

Councillor Koziol declared a conflict of interest as her mother-in-law resides at the corner of Beattie & Vimy.

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

Yeas: Councillors Bain, Lawlor, Mendicino, Vrebosch, Vaillancourt, Mayor McDonald

Nays: Councillors Campbell, Anthony, Maroosis, Mayne

"CARRIED"

Res. #2013-516: Moved by Councillor Lawlor, seconded by Councillor Anthony
That Council adjourn in-camera pursuant to section 239.(2) of the *Municipal Act, 2001*, as amended, at 7:08 p.m. for the following reasons: - Items 4 and 5, being litigation matters affecting the Municipality, and Item 6, being the potential disposition of lands by the Municipality.

"CARRIED"

Res. #2013-517: Moved by Councillor Lawlor, seconded by Councillor Anthony
That Council reconvene at 8:10 p.m.

Councillor Bain did not reconvene with the Council.

"CARRIED"

Res. #2013-518: Moved by Councillor Maroosis, seconded by Councillor Vaillancourt
That this Regular Meeting of Council do now adjourn at 8:10 p.m.

CLOSED MEETING CONFLICT OF INTEREST

Regular Agenda Item #4 – Councillor Bain declared a conflict of interest as he has a potential indirect pecuniary in the matter.

Addendum Item #6 – Councillor Anthony declared a conflict of interest as the proponent is a client of his employer.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

INTER OFFICE

MEMO

City of North Bay
Planning Services

To: Cathy Conrad, City Clerk
From: Peter Carello - Senior Planner, Current Operations
Subject: Resolution No. 5 - Planning Advisory Committee
Date: August 29, 2013

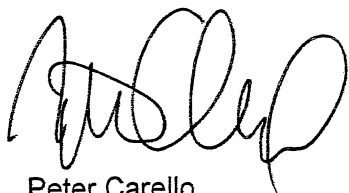
Quoted below is Resolution No. 5 passed at the regular meeting of the Planning Advisory Committee held on Wednesday August 28, 2013:

Resolution No. 5

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

- 1) That the proposed Zoning By-law Amendment by Neil and Wendy Luxton to rezone the property legally described as Part of the North Half of Lot 16, Concession C, Part 1 and 3 36R11960, Subject to Easement in Gross Over Part 1 36R11960 as in BS33155, PIN No. 49144-0253 (LT) known locally as 165 Hughes Road in the City of North Bay from a 'Residential First Density (R1)' zone to 'Residential Third Density (R3)' zone, BE APPROVED."

Please note that a length of notice period of 20 will be required for this application.



Peter Carello
Senior Planner, Current Operations
Secretary-Treasurer, Planning Advisory Committee

North Bay Planning Advisory Committee

Resolution No. 5

Date: August 28, 2013

Moved By: J. Joubert

Seconded By: [Signature]

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

- 1) That the proposed Zoning By-law Amendment by Neil and Wendy Luxton to rezone the property legally described as Part of the North Half of Lot 16, Concession C, Part 1 and 3 36R11960, Subject to Easement in Gross Over Part 1 36R11960 as in BS33155, PIN No. 49144-0253 (LT) known locally as 165 Hughes Road in the City of North Bay from a ‘Residential First Density (R1)’ zone to ‘Residential Third Density (R3)’ zone, BE APPROVED.”

“CARRIED”

[Signature]

Chair

INTER OFFICE

**City of North Bay
PLANNING SERVICES**

MEMO

To: Chair and Members, Planning Advisory Committee
From: Beverley Hillier, Manager, Planning Services
Subject: Proposed Zoning By-law Amendment by Neil and Wendy Luxton – 165 Hughes Road in the City of North Bay
Date: August 20th, 2013

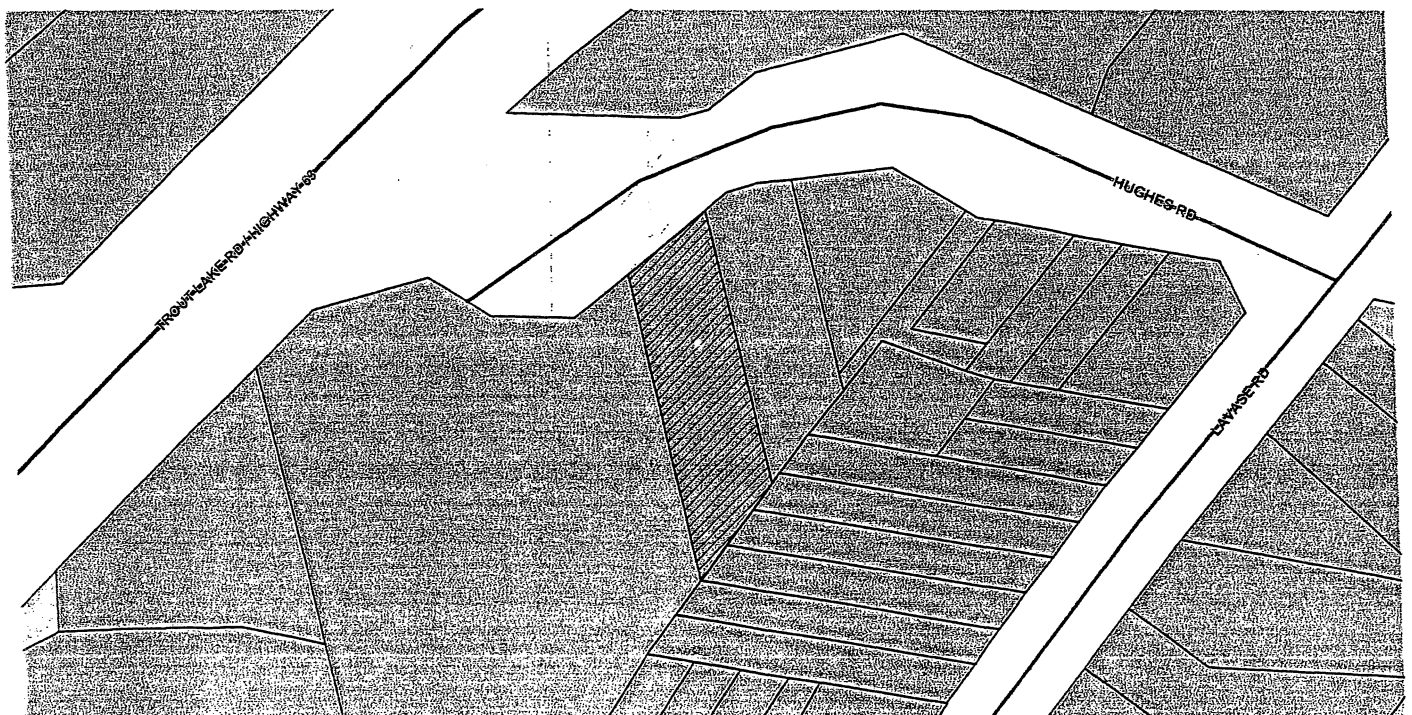
Recommendation

- 1) That the proposed Zoning By-law Amendment by Neil and Wendy Luxton to rezone the property legally described as Part of the North Half of Lot 16, Concession C, Part 1 and 3 36R11960, Subject to Easement in Gross Over Part 1 36R11960 as in BS33155, PIN No. 49144-0253 (LT) known locally as 165 Hughes Road in the City of North Bay from a 'Residential First Density (R1)' zone to 'Residential Third Density (R3)' zone, BE APPROVED.

Site

Legal Description: Part of the North Half of Lot 16, Concession C, Part 1 and 3 36R11960, Subject to Easement in Gross Over Part 1 36R11960 as in BS33155, PIN No. 49144-0253 (LT) in the City of North Bay, District of Nipissing.

Site Description: The subject property is an existing lot of record located on Hughes Road. It is currently zoned 'Residential First Density (R1)' under Zoning By-law 28-80 and designated 'Residential' in the City of North Bay's Official Plan.



The property is 1073 square metres in area, with a frontage of 19.8 metres on Hughes Road, as shown above and on attached Schedule A. It is developed with a single detached dwelling and three accessory structures.

Surrounding Land Uses: The subject property is located in a residential neighbourhood which features a mix of densities. Single detached and semi-detached dwellings are located to the South and East of the property and a number of apartment buildings are located to the North and West.

Proposal

Neil and Wendy Luxton have submitted a Zoning By-law Amendment application for the property known locally as 165 Hughes Road to rezone the lands from a 'Residential First Density (R1)' zone to a 'Residential Third Density (R3)' zone, as shown on attached Schedule B, in order to convert the existing single detached dwelling into a duplex.

Provincial Policy:

Growth Plan for Northern Ontario (GPNO 2011)

The Growth Plan for Northern Ontario (GPNO 2011) was introduced on March 3rd, 2011. All Planning Applications must consider this Plan as part of the evaluation process.

The GPNO 2011 is broad in scope and is aimed at shaping development in Northern Ontario over the next 25 years. It outlines strategies that deal with economic development, education, community planning, transportation/infrastructure, environment, and aboriginal peoples. This Plan is primarily an economic development tool that encourages growth in Northern Ontario. Specific Planning related policies, including regional economic planning, the identification of strategic core areas, and targets for intensification have not yet been defined by the Province or incorporated into the Official Plan.

In my professional opinion, the proposed Zoning By-law amendment is consistent with the policies and direction provided by the Growth Plan for Northern Ontario (GPNO 2011).

Provincial Policy Statement (PPS 2005)

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

Section 1.1.3 of the PPS 2005 provides policy for Settlement Areas and states:

"1.1.3 Settlement Areas

1.1.3.1 Settlement areas shall be the focus of growth and their vitality and regeneration shall be promoted.

1.1.3.2 Land use patterns within settlement areas shall be based on:

a) densities and a mix of land uses which:

- 1. efficiently use land and resources;*
- 2. are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion; and*

3. *minimize negative impacts to air quality and climate change, and promote energy efficiency in accordance with policy 1.8; and*

b) *a range of uses and opportunities for intensification and redevelopment in accordance with the criteria in policy 1.1.3.3.*

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

1.1.3.4 *Appropriate development standards should be promoted which facilitate intensification and redevelopment and compact form, while maintaining appropriate levels of public health and safety.”*

The subject property is located within North Bay's Settlement Area in a neighbourhood which features a mixture of low and high density residential development. Planning Services Staff are of the opinion that this area, which is mixed density and has access to adequate municipal services, would be appropriate for intensification and that the proposed rezoning would be consistent with the policies contained in the Provincial Policy Statement (PPS 2005).

Official Plan

The property is currently designated 'Residential' in the City of North Bay's Official Plan.

Section 2.1.1 of the Official Plan states:

"Infill and intensification developments will be primarily encouraged in the Central Business District (CBD) and surrounding neighbourhoods, where appropriate and where adequate municipal services, facilities, and transit routes exist. Infilling and intensification will also be promoted in other areas of the City where there is appropriate infrastructure and new development or redevelopment is compatible with surrounding land uses [...]"

The City will continue its practice through this Plan and the Comprehensive Zoning By-law to encourage secondary residential units in houses.”

Although the subject property is not located in close proximity to the Central Business District identified by the Official Plan, Planning Staff are of the opinion that intensification of this lot would be appropriate. The property is located in a residential area which features a mixture of densities, including single detached dwellings, semi-detached dwellings and apartment buildings. Appropriate infrastructure is also in place to accommodate an additional dwelling unit. As a result, Planning Staff are of the opinion that the Zoning By-law Amendment and proposed conversion of a single detached dwelling to a duplex is appropriate and is consistent with the intent of the City of North Bay's Official Plan.

Zoning By-Law No. 28-80

The subject property is presently zoned "Residential First Density (R1)", which permits the following uses:

- Single Detached Dwelling
- Group Home Type 1

- Accessory Home based businesses
- Parks, Playgrounds & Non-profit uses
- Institutional uses

The Applicant is proposing to rezone the subject property to a “Residential Third Density (R3)” zone which permits the following uses:

- Single Detached Dwelling
- Duplex Dwelling
- Semi-Detached dwelling
- Group Home Type 1
- Accessory Home based businesses
- Parks, Playgrounds & Non-profit uses
- Institutional uses

The proposed rezoning is being requested in order to permit the conversion of the existing single detached dwelling into a duplex. The subject property is able to meet all regulations of Zoning By-law 28-80. It is my professional opinion that this application meets the requirements and intent of the Zoning By-law.

Correspondence

This proposal was circulated to property owners within 120 metres (400 feet) of the subject lands, as well as to several municipal departments and agencies that may have an interest in the application. In terms of correspondence received from these departments and agencies, the Planning Department received the following comments:

- Ministry of Transportation: “*No objections*”
- North Bay Hydro: “*No objections*”
- North Bay Mattawa Conservation Authority: “*No objections*”
- Municipal Heritage Committee: “*No objections*”

No further correspondence was received with regard to this proposal.

Summary

The Applicants have submitted a Zoning By-law Amendment application to rezone the subject property from a ‘Residential First Density (R1)’ zone to a ‘Residential Third Density (R3)’ zone in order to convert an existing single detached dwelling into a duplex.

The subject property is located in a residential area which features a mixture of densities, including apartment buildings, and has access to adequate municipal services. The property itself is large and meets all the requirements of Zoning By-law 28-80. As a result Planning Staff are of the opinion that the proposed Zoning By-law Amendment to permit a duplex would be appropriate as it is consistent with the intensification policies of the Provincial Policy Statement and the City’s Official Plan.

In conclusion, it is my professional opinion the proposed Zoning By-law Amendment application is consistent with the City of North Bay's Official Plan and Provincial Policy, as set out by the Growth Plan for Northern Ontario (GPNO 2011) and the Provincial Policy Statement (PPS 2005).

Respectfully submitted,

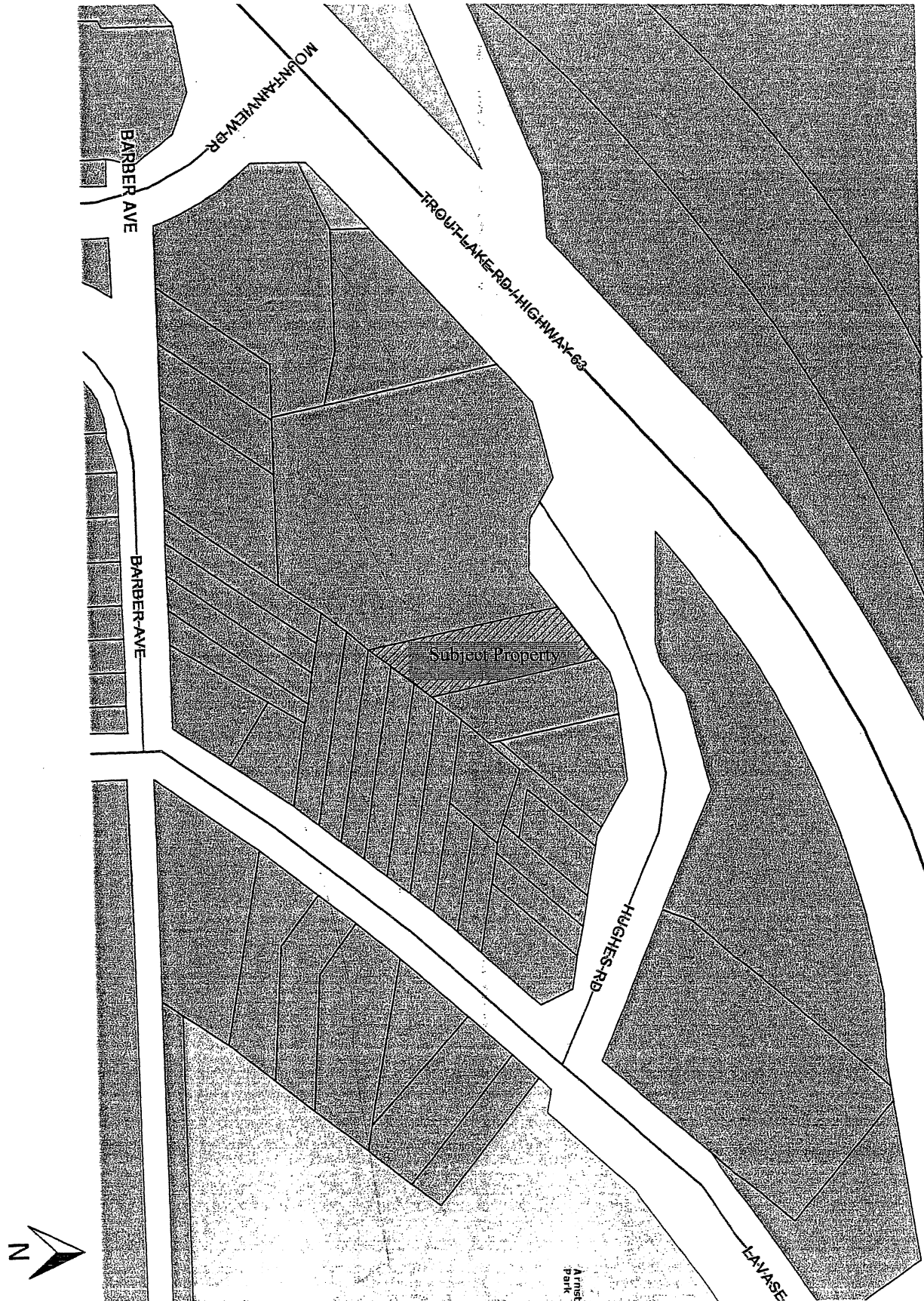


Beverley Hillier, MCIP, RPP
Manager, Planning Services

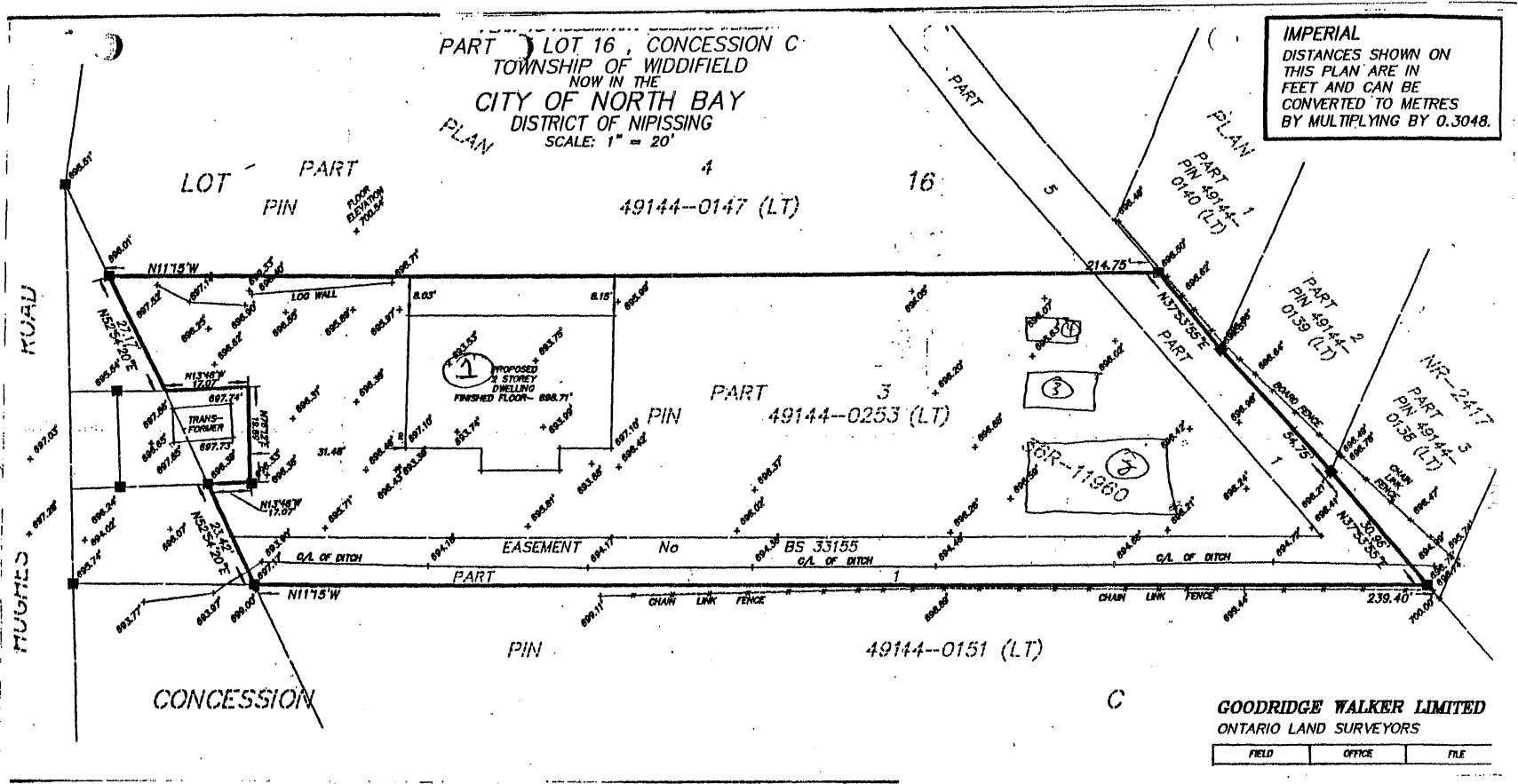
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SCHEDULE A



SCHEDULE B



Subject: Resignation of Peter Fedeli, Don Beddage, Marc Buchanan & Paul Woodbury dated September 6, 2013 from the Committee of Adjustment

File No. C01/2013/APPTS/GENERAL

Res. 2013 - _____

Moved by Councillor: _____

Seconded by Councillor: _____

That the resignation of Peter Fedeli, Don Beddage, Marc Buchanan & Paul Woodbury from the Committee of Adjustment be received and all be thanked for their involvement on the Committee.

Carried

Carried as amended

Lost

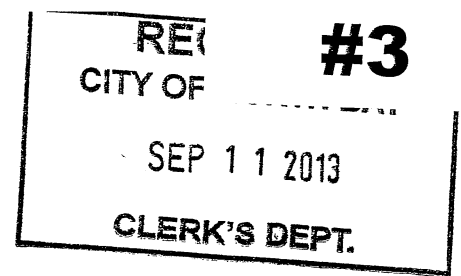
Conflict _____ Endorsement of Chair _____

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

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

Signature of Clerk _____

City of North Bay
Report to Council



Report No: CSBU 2013 – 93

Date: September 9, 2013

Originator: Kathleen Fralic, Development Planner

Subject: Airport Community Improvement Plan Application

RECOMMENDATION

That North Bay City Council approves the Airport Community Improvement Plan application by Comsatec Inc.

BACKGROUND

City Council established the Airport Community Improvement Plan (ACIP) in 2010. The intent of the program is to facilitate the development of an Airport Industrial Business Park at Jack Garland Airport. ACIP has three components:

- Municipal Fee Rebate Program
- Landfill Tipping Fee Reduction Program
- Tax Assistance Program (applied over a three year period)

City Council is responsible for the adjudication of individual applications. Staff has established an internal ACIP Review Committee to provide Council with recommendations on applications.

An ACIP application was recently submitted by Comsatec Inc. in support of a construction project involving the development of a 2.25 million dollar hangar facility on a 1.22 hectare (3.01 acre) parcel of land located in the Jack Garland Airport Industrial Business Park. All requested incentives are based on the best data currently available. Should Council approve this application, the actual amounts of incentives that would be provided by the City may be somewhat different from the current projection, based on final design and assessed value of the property.

Comsatec Inc. is requesting a rebate of approximately \$1,910 in fees related to municipal permits and a Site Plan Control Agreement. They are also requesting a rebate in the incremental property taxes that will be incurred as a result of the construction of the new facility. Based on other comparable properties, this rebate may range between \$9,950 and \$49,750 over a three-year timeframe. A more accurate estimation is not available as the subject property is the first to be sold on the Jack Garland Airport runway. As such, it is difficult to predict how the development's location will impact the assessed value of the property.

The ACIP Review Committee comprised of municipal staff members has assessed the application and has recommended Council approve the request by Comsatec Inc.

ANALYSIS/OPTIONS

Option #1:

That North Bay City Council approve the Airport Community Improvement Plan application by Comsatec Inc. This option would result in the applicant establishing a new facility on a portion of the Jack Garland Airport property.

The amount of the rebate (estimated to be \$1,910) would be removed from a reserve fund established to finance the operation of municipal Community Improvement Plans and transferred to the applicant upon completion of the project. With regards to the Tax Assistance Program, the applicant would pay the full amount of the taxes. At year end, the City would reimburse the applicant the applicable portion of the tax rebate over a three year period. By the fourth year of operation Comsatec Inc. would pay the full amount of assessed taxes. Until recently, the City was not receiving tax revenue from the property, as it was City-owned land.

The above noted amounts of financial incentives are estimates based on the best data currently available. Should Council approve the above requests, the actual amount of benefit provided to Comsatec Inc. would likely vary somewhat, based on final design, actual site preparation and construction costs and assessed value of the property.

Option #2:

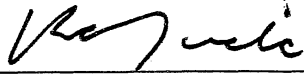
Decline the Airport Community Improvement Plan application by Comsatec Inc. This option is not recommended.

RECOMMENDED OPTION/FINANCIAL IMPLICATION

That North Bay City Council approves the Airport Community Improvement Plan application by Comsatec Inc.

Upon approval of this application, and the applicant completing the project, a balance of \$49,116 would remain in the ACIP/DCIP reserve account.

Respectfully submitted,



Kathleen Fralic
Development Planner

KF/dlb

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We concur with this report and recommendations.



Beverley Hillier, MCIP, RPP
Manager, Planning Services



Erin Richmond
Manager, Economic Development



Peter Chirico
Managing Director, Community Services



Jerry D. Knox
Chief Administrative Officer

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CLERK'S DEPT.	

CITY OF NORTH BAY
REPORT TO COUNCIL

Report No: CORP 2013-92

Date: September 3, 2013

Originator: Catherine Conrad

Subject: Amendment to *Municipal Elections Act*

RECOMMENDATION

That Council support the City of Toronto's request that the Province amend the *Municipal Elections Act*, and all other statutes that would be impacted by such an amendment, to allow permanent residents the right to vote in Municipal and School Board elections.

BACKGROUND

On Monday July 15, 2013 Mr. Don Curry, the Executive Director of the North Bay and District Multicultural Centre made a presentation to the Council regarding a motion passed by the City of Toronto. The motion requested that the Province amend the *Municipal Elections Act* to allow permanent residents the right to vote in municipal and school board elections. Mr. Curry requested that Council approve a similar motion.

Mr. Curry stated "Council's decision to adopt such a motion would add another piece to the immigration strategy in North Bay and would provide a significant boost to North Bay's immigrant attraction initiatives".

Municipal Elections Act

The *Municipal Elections Act, 1996 (MEA)* applies to and governs all elections for municipal councils, school boards and local boards whose members are to be elected in the same manner as members of council of a municipality.

Section 17(2) of the MEA sets out the qualifications for electors as follows:

"A person is entitled to be an elector at an election held in a local municipality if, on voting date, he or she,

- (a) resides in the local municipality or is the owner or tenant of land there, or the spouse of such owner or tenant;
- (b) **is a Canadian citizen;**
- (c) is at least 18 years old; and
- (d) is not prohibited from voting under subsection (3) or otherwise by law."

Under the current legislation, the qualifications for an elector are the same qualifications for a candidate. The qualifications for an elector and candidate for a School Board, as set out in the *Education Act*, are also the same as those under the MEA with exception that the entitlement to vote is based on residence.

The requirement for Canadian citizenship to vote is consistent for municipal, provincial and federal elections. Permitting permanent residents to vote in municipal elections but not in provincial and federal elections has the potential to create confusion and frustration.

Other municipalities were consulted to determine if this is an item that their Councils have considered. With the exception of the City of Toronto, none of the municipalities that we contacted have considered the matter.

Acquiring Canadian Citizenship

Canadian citizenship is the final step in the immigration process. The following eligibility requirements must be met to apply for Canadian citizenship:

- you must be at least 18 years old
- you must be a Permanent Resident of Canada
- you must have resided in Canada for at least 3 of the last 4 years
- you must not have any criminal prohibitions
- you must pass a Citizenship Test and interview
- attend a ceremony and take the oath of citizenship

You cannot become a citizen if you:

- have been convicted on an indictable (criminal) offence under the Citizenship Act in the 3 years before you apply;
- are currently charged with an indictable offence or an offence under the Citizenship Act;
- are in prison, on parole or on probation;
- are under a removal order (i.e. have been ordered by Canadian officials to leave Canada);

- are under investigation for, are charged with, or have been convicted of a war crime or a crime against humanity; or
- have had your Canadian citizenship taken away in the past 5 years.

Permanent residents

A permanent resident is someone who has acquired "permanent resident status" by immigrating to Canada, but is not yet a Canadian citizen. Previously referred to as "landed immigrants", permanent residents have rights and privileges in Canada even though they remain citizens of their home country. In order to maintain their permanent resident status they must fulfill residency obligations (i.e. you must live in Canada for at least 2 years within a 5 year period or risk losing that status).

A permanent resident (and their dependents) has the right:

- to receive most social benefits that Canadian citizens receive, including health care coverage;
- live, work or study anywhere in Canada;
- to apply for Canadian citizenship; and
- to protection under Canadian law and the *Canadian Charter of Rights and Freedoms*.

A permanent resident (and their dependents) cannot:

- **vote in elections in Canada;**
- **run for elected office;**
- hold certain jobs that have a high-level security clearance requirement;
- hold a Canadian passport;
- remain in Canada if you are convicted of a serious criminal offence and have been told to leave the country.

In order for permanent residents to vote and run for political office it would be necessary for the Province to amend the *Municipal Elections Act* to change voter and candidate qualifications. If such an amendment was made, other legislation would be impacted – the *Assessment Act*, the *Education Act*, the *Fluoridation Act* and the *Liquor Licence Act*.

Such legislative changes would require extensive consultation with the public and all affected stakeholders including School Boards.

Voters' List

The Voters' List for municipal elections is provided to each municipality by the Municipal Property Assessment Corporation (MPAC). The Voters' List includes all confirmed Canadian citizens.

As MPAC's database does not collect information on permanent residents, there will be significant implications as to how the Voters' Lists will be compiled. MPAC is one of the many stakeholders that would need to be involved in the consultation process.

Currently, and as part of its normal business activities, MPAC enumerates on a continuous and on-going basis. MPAC's data matching process with the National Register of Electors (Elections Canada) was able to confirm 84% of the elector information in Ontario for the 2010 election.

Without this database information and matching process on permanent residents it may be necessary for municipalities to compile the information. The enumeration process is not a function that municipalities currently perform.

At this time it would be difficult to anticipate what resources (both personnel and financial) would be required to complete this process in the event that the enumeration of permanent residents became a municipal responsibility. This is one of the many logistical concerns that would need to be addressed as part of the review of the current legislation.

OPTIONS ANALYSIS

Option #1: That Council support the City of Toronto's request that the Province amend the *Municipal Elections Act*, and all other statutes that would be impacted by an amendment, to allow permanent residents the right vote in Municipal and School Board elections.

Option #2: That no action be taken at this time.

RECOMMENDED OPTION

That Council support the City of Toronto's request that the Province amend

the *Municipal Elections Act*, and all other statutes that would be impacted by such an amendment, to allow permanent residents the right vote in Municipal and School Board elections.

Respectfully submitted,



Catherine Conrad
City Clerk

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We concur in this report and recommendation.



Managing Director of Corporate
Services – Lea Janisse



Chief Administrative Officer –
Jerry D. Knox

Personnel designated for continuance: City Clerk

City of North Bay

Report No: CSBU 2013 – 89

Date: September 9, 2013

Originator: Kathleen Fralic, GAP Coordinator/Development Planner
Beverley Hillier, Manager, Planning Services

Subject: Community Improvement Plans Update

Recommendations

- 1) That Community Improvement Plan Reserve Accounts (99556R and 99568R) be merged into one Community Improvement Plan Reserve Account (99556R);
- 2) That Council approves the closure of Reserve Account 99568R (Brownfield CIP);
- 3) That Council approves the closure of Reserve Account 99533R (Industrial Park Reserve) and to transfer the balance of \$71,700 to the Community Improvement Plan Reserve Account 99556R; and
- 4) That Staff be directed to undertake a formal review and update of the Downtown Community Improvement Plan.

Background

Section 28 of the Planning Act allows municipal governments to establish Community Improvement Plans in order to encourage property owners to invest in development or redevelopment projects for properties located in targeted areas.

Since 2002, the City of North Bay has established three Community Improvement Plans: the Downtown Community Improvement Plan (DCIP), which encourages investment and revitalization in the City's Downtown Core, the Airport Industrial Community Improvement Plan (ACIP), which encourages businesses to develop in the City's Airport Industrial Business Park, and the Brownfield Community Improvement Plan (BCIP), which encourages the redevelopment of significant brownfield sites throughout the City.

Landowners interested in accessing benefits offered through any of the City's Community Improvement Plans must submit a formal application which is reviewed by a Committee comprised of City Staff from a number of departments including Planning, Finance, Economic Development, Legal, Building and Engineering. Applications to the DCIP program also receive an initial evaluation and recommendation from the Downtown Improvement Area (DIA). Because projects supported by the ACIP program generally represent a larger investment by the City, these applications are subject to further approval by City Council.

Funding for the City of North Bay's Community Improvement Plans is currently provided through two reserve accounts. One account is solely for the Brownfield Community Improvement Plan. This account was created in 2008 and has a current balance of \$160,235. The BCIP Reserve Account has never been utilized and no commitments have been made for the funds.

The second account is for the Downtown Community Improvement Plan and the Airport Industrial Community Improvement Plan. This account was created in 2002. Between 2002 and 2009 Council contributed \$970,000 to the CIPs. The DCIP and ACIP programs have since operated on reserve funding from this account. Currently, the balance of the ACIP/DCIP Reserve Account is \$140,964. However, funding of approximately \$90,000 has been committed to a number of projects through DCIP and ACIP and, of the remaining funds, only approximately \$50,964 is available for future projects. With the consolidation of these two accounts the available funding for the three CIPs would be approximately \$211,199.

Analysis

Downtown Community Improvement Plan

The Downtown Community Improvement Plan was approved by Council in December, 2002. Its goal is to support the redevelopment of properties located in the North Bay Downtown Improvement Area (see attached Schedule A). DCIP offers a variety of incentives to landowners to encourage projects that will draw business and revitalize the area. These incentives include:

Renovation Study Grant Program: provides funding for 50% (to a maximum of \$2,500) of costs associated with renovation design studies.

Façade Improvement Grant Program: provides funding for 50% (to a maximum of \$15,000) of costs associated with projects improving a building's façade.

Rehabilitation and Redevelopment Loan Program: provides secured loans (interest-free for five years to a maximum of \$50,000) for projects which rehabilitate or redevelop existing properties.

Tax Increment-Based Grant for the Rehabilitation or Redevelopment of Older Buildings and Under-Utilized Sites: provides tax relief for the increase in municipal taxes that result from rehabilitation or redevelopment of properties for a nine year period.

Planning and Building Fees Rebate Program: provides refunds (to a maximum of \$250,000) for a number of municipal permits required to undertake renovations.

Exemption from Parking Requirements Program: provides an exemption from or reduction to the parking requirements established in the City of North Bay's Zoning By-law.

When DCIP was first introduced it was extremely popular with 23 applications received in 2003, 24 applications received in 2004, 25 applications received in 2005 and 16 applications received in 2006. Since 2007, the City has only received two or three DCIP applications annually. Through DCIP, the City has provided approximately \$832,500 in grants to 80 projects.

In addition, the City has provided \$510,410 in Tax Increment-Based Grant rebates under the existing programs, with another \$167,929 committed through the Tax Increment-Based Grant Program to be paid out in future years of the DCIP.

Approximately \$1 million has also been provided in repayable loans to 39 projects in the Downtown through the Rehabilitation and Redevelopment Loan Program. Of the 39 loans, four (4) loans defaulted with a value of approximately \$62,000.

DCIP supported projects have resulted in redevelopment and increased investment in North Bay's Downtown. In particular, small to medium sized projects, which have received an average of \$10,406 in grants per project, have generated more than \$5 million in private investment in the downtown core. Larger projects such as Marina Point, which was supported by DCIP in 2003, have generated an additional estimated \$20 million dollars. Small to medium sized projects have also helped to create approximately 170 jobs with support from DCIP.

At this time Planning Staff would like to undertake a formal review of the DCIP program. The purpose of this review would be to incorporate the results and recommendations of studies that have been completed in recent years, including the Commercial Strategy Study by Malone Given Parsons in 2009 and the recently completed Downtown Investment Attraction Study. The review would also give Staff the opportunity to evaluate the DCIP program's success and determine how it may be improved to better reflect the needs of North Bay's Downtown. Staff are of the opinion that a formal review would be beneficial to ensure that DCIP continues to effectively encourage investment in the Downtown. This cannot be done without a long term sustainable financial commitment required to run the program.

Airport Industrial Community Improvement Plan

The Airport Industrial Community Improvement Plan was established in 2010. The goal of this Plan is to help encourage the development of the Airport Industrial Business Park (see attached Schedule B). ACIP offers incentives to property owners located in the Park undertaking new construction or redevelopment projects. Incentives offered through ACIP include:

Municipal Fee Rebate Program: provides refunds (to a maximum of \$250,000) for a number of municipal permits required to undertake renovations (eg. Building Permit Fees and Site Plan Control Agreements).

Tax Increment-Based Grant Program: provides tax relief for the increase in municipal taxes that result from increased value of the property for a three year period.

Landfill Tipping Fees: provides a reduction in the Landfill Tipping Fees associated with the cleanup of the site (from \$20/tonne to \$10/tonne).

Since the Airport Industrial Community Improvement Plan's establishment in 2010 the City of North Bay has approved four ACIP applications by three applicants who have established or are establishing operations in the Airport Industrial Business Park as of the date of this report. These have included three new construction projects that resulted in the development of previously vacant lands and one additional project that resulted in further investment and development of one of these properties. As of August 31, 2013 the City has contributed a total of \$88,742 (not including tax refunds through the Tax Increment-Based Grant Program) through the ACIP to development projects which have represented roughly \$7.3 million in private sector spending and the creation of approximately 33 jobs.

The City of North Bay's Economic Development Department often uses ACIP incentives when promoting the Airport Industrial Business Park to businesses looking to relocate and the approval of ACIP applications has been included as a condition of sale by businesses purchasing property in the Park. The Airport Industrial Business Park officially opened June 26, 2013 and Staff anticipates that land owners will continue to apply for ACIP benefits as the area is developed.

Based on approved applications to date, the City has provided an average contribution of \$29,325 per new construction project, in addition to tax assistance. Because these contributions are significantly larger than the average DCIP contribution at \$10,406 per project, the success of the ACIP program has had a large impact on how rapidly funding from the DCIP/ACIP Reserve Account has been spent. As mentioned above, the estimated remaining available funding in the ACIP/DCIP Reserve Account is approximately \$50,964. Because of the larger nature of the ACIP contributions Staff anticipate that only a single new construction ACIP application would be able to be accommodated with very little funding remaining for future DCIP applications. As a result, access to additional funding will be necessary for the ACIP and DCIP programs to continue to operate.

Brownfield Community Improvement Plan

The Brownfield Community Improvement Plan was established in February, 2008. BCIP provides incentives for property owners undertaking projects that will result in the redevelopment of important brownfield sites throughout the City of North Bay, as identified on attached Schedule C. Although funding contributions vary by area, BCIP incentives include:

Environmental Study Grant Program: provides funding for third party consultants to undertake required environmental studies:

Municipal Fee Rebate Program: provides refunds for a number of municipal permits required to undertake projects.

Tax Increment-Based Grant Program: provides tax relief for the increase in municipal taxes that result from increased value of the property for a three year period.

Brownfield Financial Tax Incentive Program: the province can match the municipal tax incentives through a Brownfield Financial Tax Incentive Program (BFTIP), which would match the rebate for the education portion of the property tax as a result of a supplemental assessment by the Municipal Property Assessment Corporation.

The City has actively worked with potential investors to encourage brownfield redevelopment projects. Despite this, only one BCIP application has been approved since 2008 and the project did not end up moving forward. As a result, the BCIP Reserve Account, which currently has a balance of \$160,235, has not been accessed and no commitments are in place for the existing funds. At this time Staff is of the opinion that, while the City continues to work with land owners to secure the development of brownfield sites, the BCIP Reserve Account funding would be put to better use if it was merged with the existing DCIP/ACIP Reserve Account and could be accessed to fund projects through all CIPs.

The Brownfield Community Improvement Plan expires in January, 2014. A report will be brought forward to Council at that time regarding future options for the plan.

Options

Option 1:

That Council approve the following recommendations:

- 1) That all Community Improvement Plan Reserve Accounts (99556R and 99568R) be merged into one Community Improvement Plan Reserve Account (99556R);
- 2) That Council approves the closure of Reserve Account 99568R (Brownfield CIP);
- 3) That Council approves the closure of Reserve Account 99533R (Industrial Park Reserve) and to transfer the balance of \$71,700 to the Community Improvement Plan Reserve Account 99556R; and
- 4) That Staff be directed to undertake a formal review and update of the Downtown Community Improvement Plan.

This option would merge all CIPs into a single reserve account. In addition, if approved by Council, an additional \$71,700 would be transferred from the existing

Industrial Park Reserve Account to fund Community Improvement Plan projects. The Industrial Park Reserve Account was originally created through land sales in the Gateway and Seymour Street Industrial Parks as a reserve to buy additional land if necessary for a new city industrial Park. Since the establishment of the Airport Business Industrial Park, staffs opinion is that this reserve account is not needed and the funds could be better served promoting and supporting business growth within the community.

It is important to note that the merger of these reserve accounts provides a short term solution to continuing to fund the various CIP programs throughout the community. If it is Council's desire to see these plans continue to be utilized for the long term attraction and retention of businesses to, and within, the community a long term sustainable funding approach should be considered.

Staff is of the opinion that the merger of these reserve accounts would provide all three Community Improvement Plans with adequate funding to accommodate the continuation of the programs over the short term.

Additionally, this option would permit Staff to undertake a formal review of the Downtown Community Improvement Plan. Since 2007 DCIP has seen a drop in the number of applications it receives. The review would be greatly beneficial as it would ensure that the program is meeting its goal of encouraging development and investment in the downtown and would incorporate the findings of studies the City has undertaken regarding the Downtown and commercial development in North Bay.

Option 2:

That Council merges all Community Improvement Plan Reserve Accounts (99566R and 99568R) into one Community Improvement Plan Reserve Account and that no additional funding is provided through the Industrial Park Reserve account (99533R).

This option would merge the current balance of the DCIP/ACIP Reserve Account with the unused BCIP Reserve Account. While access to BCIP funding would be an improvement on the current situation, it would likely not be adequate to support the DCIP, ACIP and BCIP programs long term. In particular, larger funding approvals required for ACIP projects would have to be brought to Council directly for funding.

Option 3:

That Council maintain the existing situation.

This option is not recommended. The remaining balance of the DCIP/ACIP Reserve Account, when funding commitments are taken into consideration, is approximately \$50,964. Staff is of the opinion that the ACIP and DCIP programs would be unable to continue to operate without additional funding.

Recommended Option

Option 1 is the recommended option.

That Council approves the following recommendations:

- 1) That all Community Improvement Plan Reserve Accounts (99556R and 99568R) be merged into one Community Improvement Plan Reserve Account (99556R);
- 2) That Council approves the closure of Reserve Account 99568R (Brownfield);
- 3) That Council approves the closure of Reserve Account 99533R (Industrial Park Reserve) and to transfer the balance of \$71,700 to the Community Improvement Plan Reserve Account 99556R; and
- 4) That Staff be directed to undertake a formal review and update of the Downtown Community Improvement Plan.

Financial Implications

The merger of the BCIP and DCIP/ACIP and Industrial Park Reserve Accounts will allow all Community Improvement Plans access to the funds, bringing the total available funding for the three CIPs to approximately \$282,899.

It is important to note that the merger of these reserve accounts provides a short term solution to continuing to fund the various CIP programs throughout the community. If it is Council's desire to see these plans continue to be utilized for the long term attraction and retention of businesses to, and within, the community a long term sustainable funding approach should be considered. Sustainable funding would require the reintroduction of an annual expense within the City's budget.

Financial implications of the formal DCIP review would be Staff time.

Respectfully submitted,



Kathleen Fralic
GAP Coordinator/Development Planner

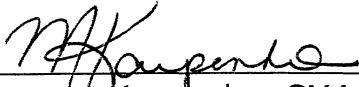


Beverley Hillier, MCIP, RPP
Manager, Planning Services

KF/BH/db

attach.

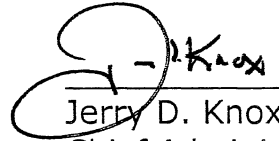
We concur with the recommendations outlined in this report.



Margaret Karpenko, CMA
Chief Financial Officer / Treasurer



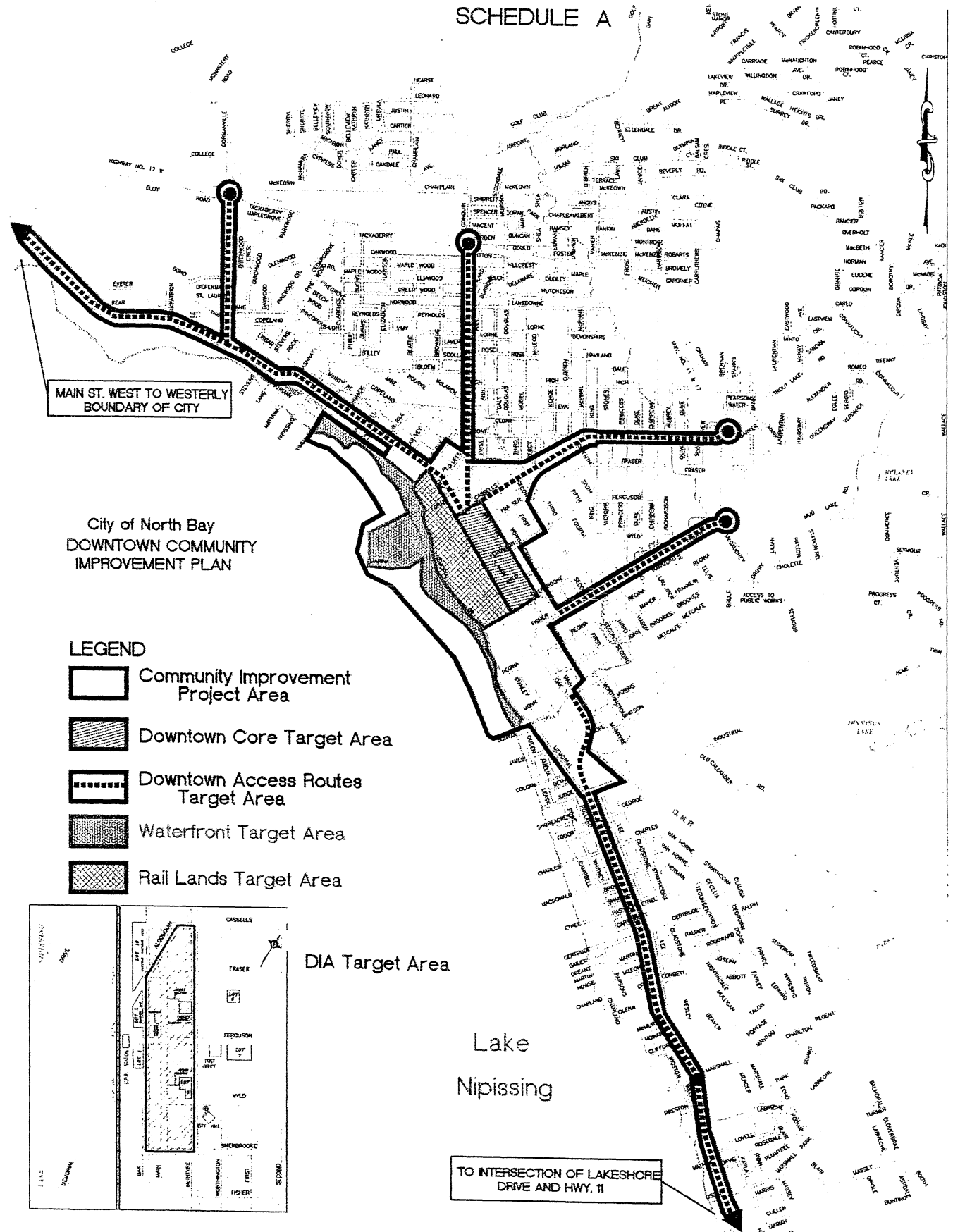
Peter Chirico
Managing Director, Community Services



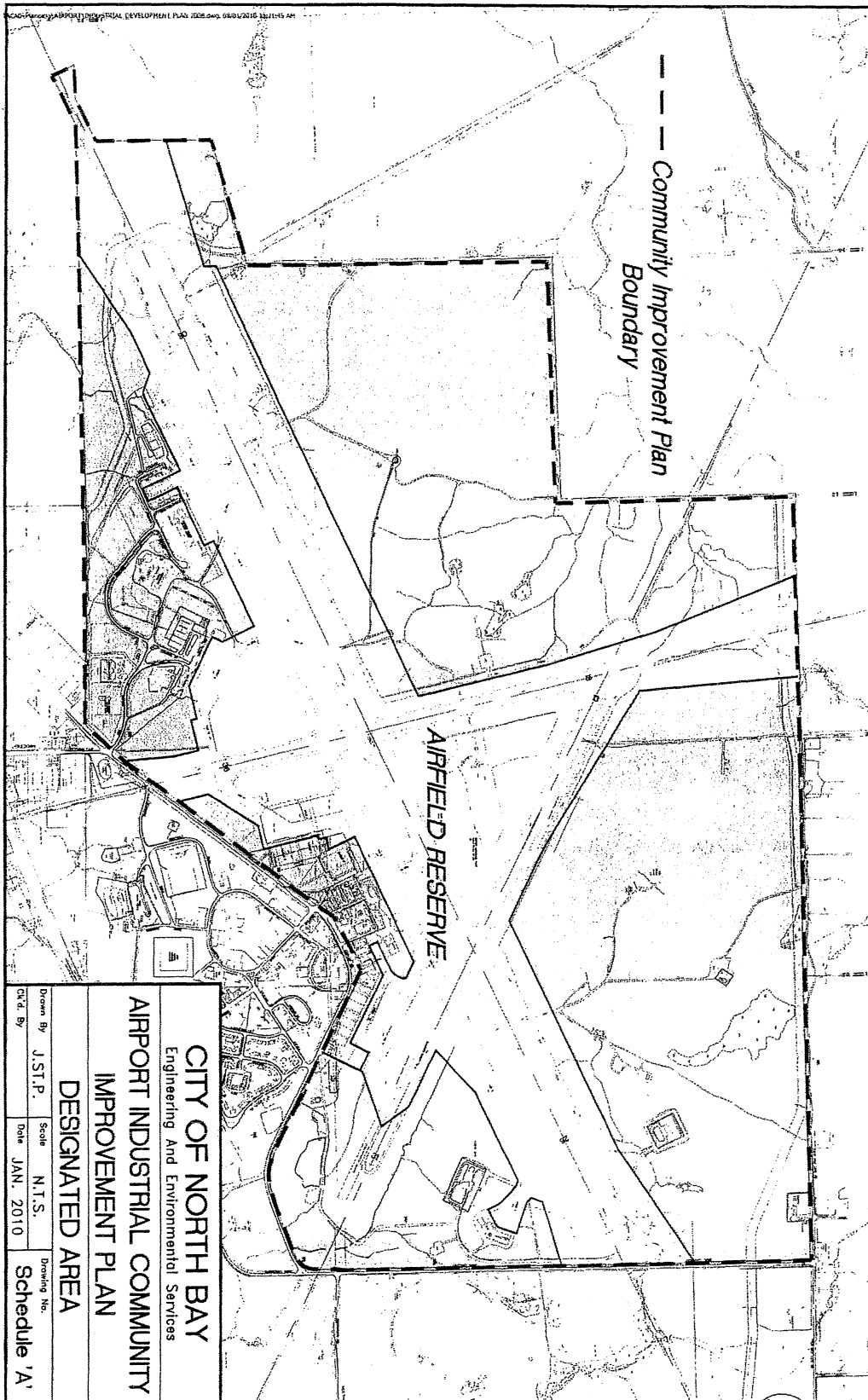
Jerry D. Knox
Chief Administrative Officer

Staff Designated for Continuance: GAP Coordinator/Development Planner

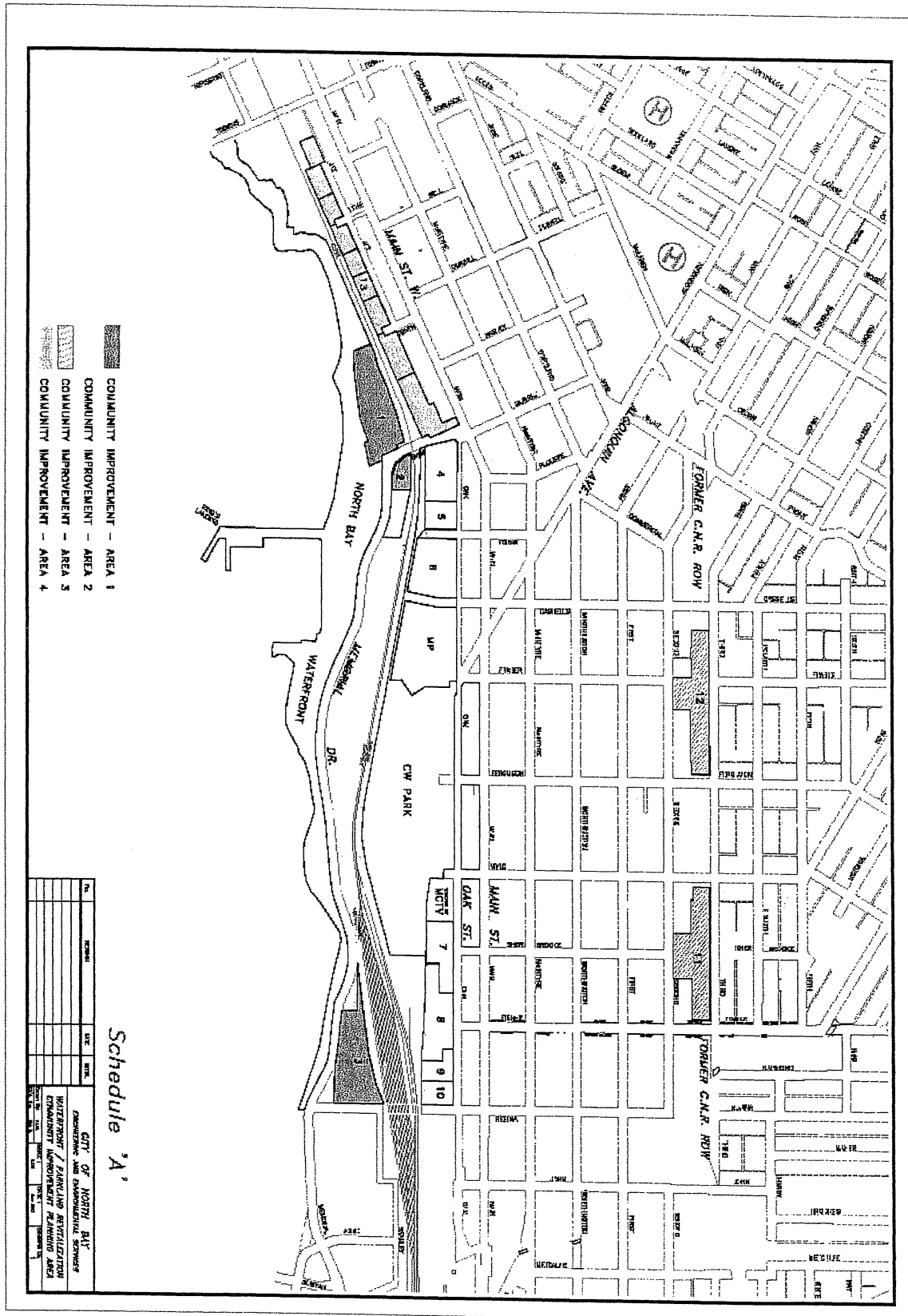
SCHEDULE A



SCHEDULE B



SCHEDULE C



City of North Bay

Information Report to Council

Report No: CSBU 2013 – 95**Date:** September 9, 2013**Originator:** Erin Vaughan, Community Event Facilitator**Subject:** Cultural Plan Update

This report is for the information of Council.

BACKGROUND

In 2011 the City developed North Bay's first Cultural Plan and it was adopted by Council October 31st, 2011.

The City, through the Parks, Recreation and Leisure Services Department (PRLS) and Economic Development Department formed a Cultural Roundtable comprised of representatives from a variety of community arts, heritage, cultural and businesses to implement the plan.

Municipal Cultural Roundtable

The Roundtable has been formed with representatives from the cultural, art, heritage and business sectors. Included are the Chamber of Commerce, DIA, Heritage North Bay, Capitol Centre, local arts, cultural businesses and City representation from PRLS and Economic Development.

Arts and Culture is recognized increasingly for the important role creativity and culture play in growing local economies. The composition of the Committee brings together business and the arts for a combination that will assist the growing of North Bay's economy by way of Arts & Culture initiatives.

Members include:

Dee Adrian – Capitol Centre

Jeff Serran - DIA

Gordan Rennie – Heritage North Bay (Heritage)

Clayton Windatt – White Water Gallery (Artist)

Theresa Coates – J. S. Redpath Limited (Patron)

Denise Sherritt – Chamber of Commerce/Small Business Office (Business)

Katie Bevan – Owner 'The Farm' (Arts & Culture Business)

Jim Harney – Musician (Artist)

Ian Kilgour – City of North Bay (Staff)

Erin Vaughan – City of North Bay (Staff)

Tanya Bedard – City of North Bay (Staff)

The Roundtable's main purpose is to implement the Cultural Plan. The Cultural Plan's purpose is to build North Bay into a creative City and realize the economic spinoff. The approach will be to focus its' efforts and activities in the City Center consisting of Downtown, the Community Waterfront Park and the Waterfront. This approach is consistent with the Plan and current Creative City initiatives throughout North America

Since the implementation of the Cultural Roundtable the committee has met on a monthly basis for a 1 – 2 hour meeting to review future plans and the implementation of them. The meetings have been held at either City Hall or the Capitol Centre.

The activities of the Roundtable for the past year are described below:

1) Sponsorship

The local Sun Life Branch is sponsoring Culture Days 2013. The sponsorship funds will provide for a one page colour advertisement in the North Bay Nugget, a radio campaign, 250 buttons, 250 magnets, culture t-shirts, contest prizes and speaking opportunities at the launch and Summit. All promotional items will feature Culture Days with Sun Life as its sponsor.

2) Cultural Development Fund

The Roundtable submitted an application in early September to the Ministry of Tourism, Culture and Sport for the Culture Development Fund. This is a new \$3 million grant program available to municipalities to help strengthen the culture sector and its contributions in Ontario's economy.

If successful with the application, the Cultural Roundtable will use these funds to leverage existing resources to enhance Culture Days' 2014 activities and to assist in implementing tasks identified in the Work Plan developed in 2013 to grow the City's cultural economy.

3) artsVest™

The City, in its role of supporting culture, applied to the artsVest program to secure funding for local arts and culture organizations. As a result the City was awarded \$25,000 in matching funds for eligible applicants. Roundtable members participated during these sessions.

artsVest™ is Business for the Arts' signature matching incentive and sponsorship training programs, designed to spark new business sponsorship of arts and culture and to build capacity in Canada's cultural sector. artsVest provides small to mid-sized arts and culture organizations with the expertise and tools needed to develop sponsorship opportunities with local business, through in-depth sponsorship training, matching incentive funds and community networking events.

The artsVest North Bay Launch was held on Wednesday, May 2, 2012 and the Sponsorship Training Workshop on Thursday, May 3, 2012 in which the Mayor and some members of Council attended. A total of 12 organizations participated in the two days which included an overview of the program's application process and a workshop about sponsorship.

The following organizations applied and received funding:

The North Bay Symphony
Near North Media Lab
Art in the Park
CBACH – Coordinating Body of Arts, Culture & Heritage
White Water Gallery

These five arts organizations partnered with fifteen businesses, thirteen of which were first time sponsors of the arts. The North Bay community reached its artsVest matching funds goal of \$25,000. Above this, these five arts organizations raised \$93,200 in sponsorship funds from the business community, creating an influx of over \$118,000 into the North Bay economy.

A wrap-up reception was held on May 22nd, 2013 in the Galaxy Lounge at the Capitol Centre, attended by the Mayor and Chair of Community Services. All grant recipients were in attendance as well as local dignitaries including council members.

4) Work Plan

On June 13th and July 3rd the Cultural Roundtable met at the Capitol Centre for facilitated working sessions led by Sue Buckle of the NBMCA. During these sessions, the Roundtable created a Work Plan for the next year, 2 years and 5 years, to implement the Cultural Plan.

5) Cultural Portal

A cultural portal (<http://culture.northbay.ca>) was launched in early 2013. The portal helps to raise awareness of North Bay's cultural offerings, supports municipal planning and assists cultural groups to connect with one another. It is a continually evolving resource/tool for illustrating the rich array of cultural resources in our community.

The North Bay Cultural Portal provides a listing of artists, writers, musicians and associated organizations and businesses. It connects you to many individuals, organizations and companies that help support and enhance culture and creativity in our community.

6) Cultural Newsletter

The Roundtable is in the process of developing a semi-annual cultural newsletter to be released in the fall and spring of each year. The newsletter will highlight upcoming events and events that have occurred. It will also include information from the Roundtable, articles on artists, available funding, etc. This is a great way to keep the public in the know about the Roundtable's accomplishments throughout the year.

7) New Calendar of Events

On March 7th, 2013 a meeting was held with key individuals and the city's IT department to discuss how to improve the existing Calendar of Events. Many new ideas surfaced and IT worked to create this new tool. As a result of this meeting a new and improved Calendar of Events was launched on June 10th, 2013. We have seen an increase in events listed on the Calendar of Events since the new site was launched.

8) Culture Days & Summit

Plans are under way for Culture Days including a Culture Summit as supported by Council. The Summit will be held during Culture Days at the Farmers' Market on September 28th, 2013. Culture Days is a national awareness campaign that takes place September 27th, 28th & 29th, 2013. The campaign raises awareness, accessibility, participation and engagement in the arts and cultural life in communities. The Summit will continue the community's engagement in North Bay's ongoing cultural development. This will be the Cultural Roundtable's opportunity to provide an update and for the cultural community to identify new strategic opportunities.

The one page newspaper insert will include information about events happening during Culture Days; profile local artists and organizations; articles regarding the economic impact of culture in the community as well as other submissions recommended by the Roundtable (attachment 1). The insert will appear in the Nugget on September 25th, 2013.

In addition to the above, the Cultural Round Table has created two contests. The first contest involves the participation of local schools. Students have been asked to create and submit posters portraying "what culture means to them". The posters will be collected and a junior and senior student will be chosen as winners. If time permits the winners will be invited to participate in the Cultural Summit on September 28th, 2013. The Near North School Board has come on board and has agreed to students participating in this contest. A Samsung tablet will be awarded to the winner of this contest sponsored by the local Sun Life Branch.

The second contest is a photo challenge. We are challenging North Bayites who LOVE CULTURE to take a photo of themselves (alone, with friends or family) holding up the NORTH BAY LOVES CULTURE sign while enjoying their favorite cultural activity in their favorite location. Examples of such activities include; yoga at the waterfront, playing guitar downtown, visiting your favorite gallery, enjoying an amazing culinary experience at your favorite restaurant, creating your own artistic piece of artwork. Photos will then be posted on the North Bay Loves Culture Facebook page. The Roundtable's goal is to inspire culture driven residents and visitors alike to think of creative ways to showcase their favorite cultural activities taking place in their favorite location in the City of North Bay. A tablet will be awarded to the winner of this contest sponsored by the local Sun Life Branch.

9) Cultural Themed Leisure Guide – Fall/Winter 2012-2013

A culturally themed Community Leisure Guide was distributed to more than 10,000 people in the fall of 2012. The cover showcased a variety of cultural activities and places (see attachment 2). The Guide included information on The Consolidated Artist Group of 7, Downtown Cultural Events, information on the North Bay Culture Directory, a listing of Culture Days events, the Calendar of Events, community events taking place, cultural contact information and various cultural organizations' ads.

10) North Bay Loves Culture Facebook Page

As part of the NORTH BAY LOVES CULTURE photo contest a Facebook page was created wherein participants can post photos of themselves and comment on them. Social media is a great tool for contesting as it allows for ongoing interactive participation during the contesting phases.

11) Creative City Network of Canada

The municipality is a member of the "Creative City Network of Canada". The Creative City Network of Canada is a national non-profit organization that operates as a knowledge sharing, research, public education, and professional development resource in the field of local cultural policy, planning and practice. This membership has been an invaluable resource for city staff and members of the cultural roundtable.

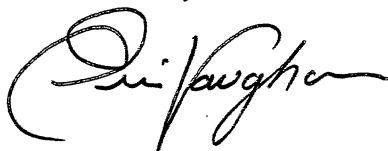
12) Culture Grows Here Conference

Municipal staff will be attending the Culture Grows Here Conference on October 29th & 30th, 2013 in Barrie, Ontario. This conference brings together all those invested in growing arts and culture in their respective communities. This conference provides a great opportunity for urban planners, economic developers, business owners and cultural managers to gather and share information. Staff will learn how to engage the community through the power of culture.

13) PARTNERING WITH CBACH, NIPISSING ARTS COUNCIL, PROVINCE & SCHOOL BOARDS

Over the past year the Roundtable has been able to build and maintain partnerships with CBACH, Nipissing Arts Council, the Province and School Boards. Our partners believe in the Cultural Plan's direction and its overall goals. The Roundtable will work to ensure to maintain and keep these partnerships healthy for years to come.

Submitted by,



Erin Vaughan
Community Event Facilitator

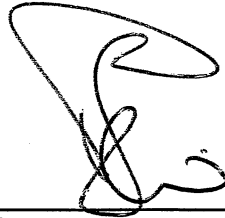
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attach. 2012 One Page Culture Days Ad
Community Leisure Guide Cover

We concur in this report and recommendation.



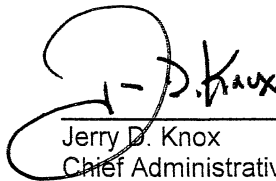
Ian G. Kilgour
Director Parks, Recreation & Leisure Services



Erin Richmond
per Manager Economic Development



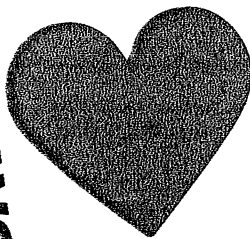
Peter Chirico
Managing Director Community Services



Jerry D. Knox
Chief Administrative Officer

Person designated for continuance: Community Event Facilitator

NORTH BAY CULTURE



culture days

CREATE, PARTICIPATE & CELEBRATE

Sun Life Financial

culture days Events

Thursday September 27th, 2012

Rita Chiarelli - Rita Chiarelli will perform live the Capitol Centre as part of Blues Festival. For tickets please call the box office at 705-474-4747

Friday September 28th, 2012

Blues Photography - The Capitol Centre and the WKP Kennedy Gallery will be hosting a Blues Photography Exhibition. The Gallery will be open and free to the public between 11am - 9pm.

David Clayton Thomas - David Clayton Thomas will perform live the Capitol Centre as part of Blues Festival. For tickets please call the box office at 705-474-4747

Saturday September 29th, 2012

Art Expression - Exploring Through Clay - Instructor Emily Couchie will guide you through this hands on exercise 12pm - 4pm. With the use of clay the group will explore ideas of trust, boundaries and collaboration in community. At the end of the workshop participants will be able to take their clay creation with them. Space is limited so please call the FARM at 705 478 6472 or email gather@thefarmfashion.ca to sign up for this free event!

100 Thousand Poets for Change (100TPFC) - As an international movement, 2012 marks the second year for 100TPFC, but the first year that events have been planned for North Bay. At 1 PM, at the parkette on the corner of Main St and Fraser St, reading/celebration of poetry/spoken word with possible musical accompaniments will take place.

Bell Blues Cruise - North Bay has always had a love for Blues Music. Now you can come aboard the Chief and hear the very best the North has to offer with performances from Jim Harney & Jake & Fundamentals. To get your tickets please call the box office at 704-474-4747.

Discovery North Bay Museum and Downtown Historical Tour - Discovery North Bay Museum will be offering a free downtown historical tour at 2 pm and free museum admission from 2 pm to 5 pm.

Face Painting - Bring out your children to have their face painted. Come on out and join us for Culture Days and have some fun with Carole Toebes from 10:00 -12:00 pm. at King's Framing and Art Gallery.

Art in the Park Exhibition - For the first time North Bays Art in the Park/Summer In The Park Festival and Culture Days in Corbeil are going to mesh to create a fun-filled Exhibition from 10:00 am - 12:30 at Kings Framing and Art Gallery.

Open House Exhibition - Artist Brian Chute from North Bay will be hosting the opening of his fall exhibition at Kings Framing and Art Gallery during Culture Days. Come, share a refreshment and talk to the artist from Saturday from 1:00 pm - 4:00 pm.

Found Items Printing - Found Items printing is created on fabric that is either hand dyed, or natural. Join Pam MacKenzie from 2:00 - 4:00 pm at King's Framing and Art Gallery.

Wood Sculpture Demonstration - Don Mackenzie, will be demonstrating the art of Wood Sculpting giving everyone the opportunity to see firsthand how a piece of Basswood can be transformed into a beautiful piece of art. This event will run from 10:00am - 4:00 pm at Kings Framing and Art Gallery.

Jackson Pollock Splash & Drip Party - Come join the Jackson Pollock style Splash and Drip paint party. Join Brian Chute from 10:00 am - 4:00 pm at King's Framing and Art Gallery.

Pop Art - Pop Art is a family oriented activity that will be sure to start Culture Days with a bang. This event will run from 10:00 am - 4:00 pm at King's Framing and Art Gallery.

Community Cricket Coaching Session - Come join us at the Steve Omischl Sports Complex, from 10am to 12pm. At 1pm, there will be an exhibition game with The North Bay Multicultural Cricket Club.

Sunday September 30th, 2012

Volunteer for Culture - Have you ever wondered what goes on behind the scenes at the Capitol Centre? Concessions, ticket taking, ushering, bartending and marketing all require people like you to ensure that the arts and culture continue to thrive in North Bay. Join us at 2:30pm and experience first-hand what it is like to volunteer in arts and entertainment at the Capitol Centre. We will have staff and volunteers available to show you what it takes to get involved, have fun, meet new friends, learn new skills and give back to your community. Contact Andrew Mills, Volunteer Coordinator to register for this free event. volunteercoordinator@capitolcentre.org or 705-474-1944 ext 230

Big Reel Movie - Big Reel Movie at the Capitol Centre - "Music From The Big House" featuring Rita Chiarelli. To get your tickets please call the box office at 704-474-4747.

Face Painting - Bring out your children to have their face painted. Come on out and join us for Culture Days and have some fun with Carole Toebes from 10:00 -12:00 pm. at Kings Framing and Art Gallery.

Art in the Park Exhibition - For the first time North Bays Art in the Park/Summer in the Park Festival and Culture Days in Corbeil are going to mesh to create a fun-filled Exhibition. So come out at 10:00 am at Kings Framing and Art Gallery.

Wood Sculpture Demonstration - Don Mackenzie, will be demonstrating the art of Wood Sculpting giving everyone the opportunity to see first hand how a piece of Basswood can be transformed into a beautiful piece of art. This event will be from 10:00am - 4:00 pm at Kings Framing and Art Gallery.

Zentangle - Let's get in the Zen with Zentangle! Let the fantasy flow with the movement of your lines. Most of all just have fun from 2:00 - 4:00 pm at King's Framing and Art Gallery.

Jackson Pollock Splash & Drip Party - Come join the Jackson Pollock style Splash and Drip paint party. Join Brian Chute from 10:00 am - 4:00 pm at King's Framing & Art Gallery.

Pop Art - Pop Art is a family oriented activity that will be sure to start Culture Days with a bang. This event will run from 10:00 am - 4:00 pm at King's Framing & Art Gallery.

About culture days

Culture Days is a collaborative coast-to-coast-for-coast volunteer movement to raise the awareness, accessibility, participation and engagement of Canadians in the arts and cultural life of their communities.

The third annual Culture Days weekend will feature hands-on, interactive activities that invite the public to participate "behind-the-scenes" to discover the world of artists, creators, historians, architects, curators, designers and other creative people in their communities.

Mission

Culture Days embraces a core vision that every individual - regardless of age, location or experience - has the right to access and participate actively in arts and culture.

Culture Days believes that the arts and cultural sector makes a vital contribution to the economic and social development of Canada and contributes to the overall health of the country.

Many of you may have noticed a little "head-banging" as you pass by the Capitol Centre lately and no, it's not due to the music inside, we are under construction and have been the past couple of months. Kudos to the patrons throughout the summer winding their way past cement mixers and "Johnny's" to see the community theatre production of Les Mis or the many feature films through the Hear North Media Lab's film festival or now into the fall where 1,000 troops in to see the visiting Toronto Symphony Orchestra. No pain, no gain and that's the truth here, as well. The theatre reconstruction is almost complete with the new vertical platform in place. The addition of a brass railing to match the one in the balcony will complete the project as well as the safety and security of patrons seated on the platform. There's a little bit of painting still to go then the Technical Department will be able to finish the production booth, enhancing the temporary look currently residing under the balcony overhang. The curtains sealing on the platform is satisfactory but not great but serves for the interim while we await the arrival of new portable seating. It all takes time.

The installation of the elevator is moving quickly and the contractors have built up the shaft to the third floor, where they cracked the floor some time ago. I can hear the changes daily as my office is located right next door and many have commented on the sound of the jackhammer overhead during our conversation. I am ecstatic that the elevator car will arrive shortly and how many demands the elevator meets from accessibility for the whole building, to haulage to moving works of art. It will be in great demand and the finish on all floors will complement the existing look.

Performances are plentiful this fall and the Capitol Centre Blues Festival is excited to be part of Culture Days. From Hamiltonian Rita Chiarelli to front man of the former Blood, Sweat & Tears group David Clayton-Flores, there's a performance throughout the weekend to please everyone. Learn to volunteer for Culture at our Sunday afternoon workshop or view the documentary from Billa, where she performs music with the inmates from Angola Prison in the Deep South. Diversity is our middle name as we bring the best of arts and culture to our center stage.

Submitted by: Dee Adrian,
General Manager Capitol Centre

This year Art in the Park & Summer in the Park hosted their first ever Juried Art Exhibition. The Committee received over 70 entries which were professionally judged.

WORKERS OF THE JURIED ENTRIES

1st Place Tie \$1000.00 (\$500 each)



The Rock Island Lady Evelyn by Martin Foley



The Universal by Anne Denise Meehan



The Universal by Anne Denise Meehan



The Universal by Anne Denise Meehan



The Universal by Anne Denise Meehan

Cultural Summit

Join North Bay's Cultural Round Table at the Farmer's Market from 9am - 11 am. Members from the roundtable will be on site to provide information on the future initiatives. Don't forget to make your own Culture Days Button at our booth!

Art in the Park & Summer in the Park plan to host the second Juried Art Exhibition in 2013. For more information please contact: Lisa King at King's Framing and Art Gallery at queeny747@sympatico.ca



NORTH BAY

FALL 2012/WINTER 2013

community LEISURE GUIDE

CITY	#7
SEP 12 2013	
CLERK'S DEPT.	

CITY OF NORTH BAY
REPORT TO COUNCIL

Report No: CORP 2013-97

September 10, 2013

Originator: Paul Valenti

Subject: Engineering Design Services for the Wastewater Treatment Plant
Grit Removal Project

RECOMMENDATION:

That City Council approves the award of the contract to AMEC Environmental & Infrastructure a division of AMEC Americas Limited in the amount of \$81,215.00 (HST extra) for Engineering Design Services for the Wastewater Treatment Plant Grit Removal Project.

BACKGROUND:

In 2006, the firm Hydromantis was retained by the City for Engineering Design Services for the Wastewater Treatment Plant Grit Removal Project. The design was completed but funding was not available for the project to proceed at that time. This capital project has now been approved to move forward.

In 2012, Tetra Tech (having purchased Hydromantis) was retained to review the 2006 original design with consideration of the current conditions at the Wastewater Treatment Plant. The review provided recommendations for changes that are necessary due to new safety and electrical requirements, and a move to more energy efficient devices.

Resolution No. 2013-233 passed by Council on April 15, 2013 awarded a contract to Tetra Tech Inc. in the amount of \$81,215.00 (HST extra), for Engineering Design Services for the Wastewater Treatment Plant Grit Removal Project. This design work was a required follow up from the previously completed review. The detailed design work would allow the City to finalize drawings and specifications for the project.

In June of 2013, Tetra Tech restructured its operation and permanently laid off the entire Cambridge office that had been working on the project. Tetra Tech prepared a transition proposal that utilized personnel out of their Winnipeg office. Tetra Tech made every assurance that the project would remain on

budget and the work would be completed within the required timeframes. They indicated no further costs would be incurred by the City for their personnel to be updated on the details and background of the design. Since July, very little was accomplished. On August 28, 2013 Tetra Tech provided notice of termination which is in accordance with the terms of the agreement.

Between July and August the majority of the previous Tetra Tech employees were hired by AMEC. Once aware of the Tetra Tech termination, AMEC prepared a proposal to take over the work. The AMEC proposal provides the same costs, terms and conditions. The schedule has been adjusted accordingly.

The pricing is considered fair, reasonable and represents good value for the City. We are satisfied that single sourcing this work is justified and in the best interest of the City.

ANALYSIS / OPTIONS:

1. Award a contract to AMEC Environmental & Infrastructure a division of AMEC Americas Limited.
2. Do not award a contract. Issue a public Request for Proposal for the services. An RFP will require internal resources and time to properly package and is highly unlikely to affect the outcome or costs associated with acquiring these services.

RECOMMENDED OPTION / FINANCIAL IMPACTS:

Option 1 is recommended as follows:

That City Council approves the award of the contract to AMEC Environmental & Infrastructure a division of AMEC Americas Limited in the amount of \$81,215.00 (HST extra) for Engineering Design Services for the Wastewater Treatment Plant Grit Removal Project.

Sufficient funding has been allocated and is available in the 2013 Water and Sewer Capital Budget, Project No. 3513SS; authorized with By-law No. 2013-34 dated March 4, 2013.

Respectfully submitted,

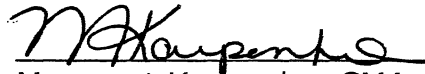


Paul Valenti
Manager of Purchasing

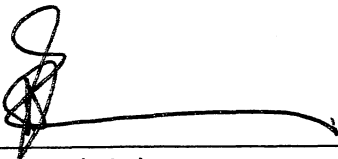
We concur in this report and recommendation.



Laura Boissonneault, CGA
Supervisor of Budgets & Financial
Reporting



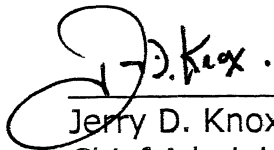
Margaret Karpenko, CMA
Chief Financial Officer/Treasurer



David Euler
Director of Engineering,
Environmental Services and Works



for Alan Korell
Managing Director, Engineering,
Environmental Services and Works



Jerry D. Knox
Chief Administrative Officer

Personnel designated for continuance:
Manager of Water and Wastewater Treatment Facilities

Attachments: AMEC Proposal



September 11, 2013

David Euler, P.Eng., PMP
Director of Engineering
City of North Bay
200 McIntyre St. East
North Bay ON P1B 8H8

Subject: City of North Bay Wastewater Treatment Plant – Headworks Design

Dear Mr. Euler:

In response to our recent conversations and review of the project, AMEC is pleased to submit this letter proposal regarding the North Bay Wastewater Treatment Plant (WWTP). We have reviewed the project terms and conditions agreed upon by Tetra Tech and the City and find them to be acceptable. We have also reviewed Report to Council number CORP 2013-49 (April 9, 2013) and agree with the project scope and budget provided in this document. With respect to project completion, we expect that the revisions to the drawings and specifications can be completed within four months of the City's authorization to proceed with the project.

The original headworks design was completed by Hydromantis in 2006 and the project will be completed by many of the original designers including Jeff Mullin, P.Eng., Konrad Orporski, P.Eng., Bern Adams, P.Eng. and Marina Sosnovsky. It is proposed that Bruce Kukor, P.Eng. replace Ivan Drako, P.Eng. who was on the original project team. Mr. Kukor was with Hydromantis during the original design period and has 28 years of engineering experience and has been involved in numerous wastewater projects. His resume is attached for your review and approval. For this project, Lars Sterne will act as the project manager and he also was a Hydromantis employee during the original design period. Mr. Sterne has 22 years of wastewater experience both as an engineer and project manager. His resume is attached for your review and approval.

AMEC is a global company with over 29,000 employees worldwide. With a total of 8,000 people in Canada, including approximately 1,200 staff strategically located in 13 offices throughout Ontario, AMEC has the ability to draw on a base of experts from the wider AMEC organization to meet our clients' needs, while offering innovative and cost-effective solutions. A corporate brochure is attached for your review of our capabilities.

The team that has been assembled has a thorough understanding of the history and issues faced by the City at the North Bay WWTP. Most of the team worked on the original headworks design and are able to continue with the project.

We trust that this proposal meets your expectations and we look forward to working with the City of North Bay to see this project through to a successful completion.

AMEC Environmental & Infrastructure
A division of AMEC Americas Limited
900 Maple Grove Road, Unit 10
Cambridge, ON N3H 4R7
Tel 519-650-7100
Fax 519-653-6554

www.amec.com



Issue of a purchase order or other form of the City's commitment acknowledges acceptance of this proposal. If this commitment is cancelled or revoked for any reason, AMEC will invoice for time, material, and other obligations incurred in the performance of the project prior to cancellation.

If you have any questions or comments, please do not hesitate to contact Lars Sterne at 519-650-7118, or Jeff Chambers at 519-650-7110.

Sincerely yours,
AMEC Environment & Infrastructure

A handwritten signature in black ink, appearing to read "L. Sterne".

Lars Sterne, P.Eng.
Senior Engineer

A handwritten signature in black ink, appearing to read "J. Chambers".

Jeff Chambers, P.Eng.
Office Manager, Principal Engineer

Encl.



Bruce Kukor, P.Eng.
Senior Engineer

Professional Summary

Mr. Kukor is a Senior Engineer with 28 years of experience in project management and mechanical engineering. His areas of expertise include proposal preparation through to design stage calculations and specification development, contractor tender preparation and bid evaluation, providing fabrication and construction technical assistance, commissioning documentation and contract administration including budget control and schedule review.

Professional Qualifications/Registration(s)

Professional Engineer, Ontario No. 24901506, 1986

Professional Engineer, Saskatchewan No. 21704, 2010

Education

BASC, Mechanical Engineering, University of Waterloo, Waterloo, ON, CA, 1984

Memberships/Affiliations

Professional Engineers of Ontario (PEO)

Association of Professional Engineers and Geoscientists of Saskatchewan (APEGS)

Languages

English

Employment History

AMEC Environment & Infrastructure, Senior Engineer, Cambridge, ON, 2013 to present

Tetra Tech, Senior Engineer/Project Manager, Cambridge, ON, 2010 to 2013

Hydromantis, Inc., Project Manager/Mechanical Engineer, Cambridge, ON, 2004 to 2010

Zenon Environmental Inc., Applications Engineer, Oakville, ON, 2003 to 2004

AWS Engineers and Planners Inc., Project Engineer, Hamilton, ON, 2000 to 2002

GE Glegg Water Technologies, Mechanical Project Leader, Guelph, ON, 1997 to 2000

Babcock & Wilcox, Project Engineer/Senior Proposal Engineer, Cambridge, ON, 1988 to 1996

Foster Wheeler Ltd., Proposal Engineer, Niagara-on-the Lake, 1985 to 1988

Representative Projects

Water and Wastewater

Potable Water and Sanitary Wastewater Systems Evaluation, Cameco Corporation, Saskatoon, SK, Canada

Lead mechanical engineer for the evaluation of potable water and sanitary wastewater systems, and design of the system layout and construction sequence at Cameco's Cigar Lake Mining Facility.

Potable Water Plant System Upgrade, Cameco Corporation, Saskatoon, SK, Canada

Lead mechanical engineer for a potable water plant system upgrade including design of the system layout and construction sequence at Cameco's Rabbit Lake Mining Facility.

WPCU Upgrades, City of Brockville, Brockville, ON, Canada

Lead mechanical engineer for building services and selected equipment for plant expansion to secondary treatment. Responsible for resolving field issues related to associated equipment.

Woodward WWTP, City of Hamilton, Hamilton, ON, Canada

Managed various projects including sludge removal and digester cleaning for the South Digester Complex; evaluation and upgrade of existing digester hot water heating system; upgrades for the North Digester Complex; managed the assessment of several CSO Control Chambers and sluice gates throughout the City of Hamilton including selected sluice gate replacement; coordinated inspection and testing of underground digester gas piping; assisted with biosolids master plan evaluation in review of available technologies and establishing costs for treatment/disposal of biosolids including incineration and energy-from-waste; designed an upgraded flow measurement and piping system for the Woodward WWTP Return Activated Sludge system; prepared and oversaw a Commissioning Plan for Woodward WWTP Headworks Project; worked with O&M Manuals for several projects including Woodward WWTP Aeration System, Waste Activated Sludge Thickening System and Dundas WWTP Aeration System.

WWTP Upgrade, Town of Parry Sound, Parry Sound, ON, Canada

Lead mechanical engineer for Phase III plant upgrade to tertiary treatment.

Groundwater Treatment Plant Upgrade, Regional Municipality of Waterloo, Kitchener, ON, Canada

Assisted in final commissioning and documentation completion and O&M manual preparation for municipal groundwater treatment plant Well K34 Upgrade for iron and manganese removal.

Commissioning Plan WWTP, City of Toronto, Toronto, ON, Canada

Managed commissioning of \$20 million Plant Wide Hot Water Heating System at the Ashbridges Bay WWTP. Prepared and oversaw Commissioning Plan, and prepared Compliance Manuals, Training Manuals and System O & M manuals.

Engineering Assessment Report, Ontario Realty Corporation, Hamilton, ON, Canada

Prepared Engineering Assessment Report on communal water supply for the Briencrest community well in Hamilton for the Ontario Realty Corporation. The project consisted of researching the existing situation and making recommendations on changes to the water supply to meet Provincial requirements.

Boilers and Auxiliary Equipment

Boiler Rehabilitation Projects, Ontario Hydro, Port Credit, Ontario, Canada

Performed proposal and project engineering duties on selected equipment as part of a \$40-million boiler rehabilitation project for Ontario Hydro for their Lakeview Generating Station Units 5 & 6; and on a \$20-million boiler rehabilitation project for Lakeview Units 1 & 2. Worked extensively with Ontario Hydro personnel and other consultants to identify problem areas on their aging utility boilers and auxiliary equipment, and arrived at economic and technically sound solutions. Provided technical assistance to B&W's construction department during the rebuild.

Lars Sterne, M.Sc., P.Eng.

Senior Engineer

Professional summary

Mr. Sterne has over 20 years of experience in water and wastewater engineering. His areas of expertise include conceptual and detailed design, costing, technology evaluations, process alternative evaluations, chemical additions determination and system optimization. He has conducted field studies to address hydraulic issues, meter verification, tracer testing and unit process evaluations. He has also participated in biosolids control and treatment projects. He has developed in-depth experience at over thirty water and wastewater treatment facilities in Ontario, Saskatchewan, Alberta, the United States and Brazil.

Professional qualifications/registration(s)

Professional Engineer, Ontario No. 90418435, 1995

Professional Engineer, Saskatchewan No. 21675, 2010

Education

Masters of Science (Engineering), University of Guelph, Guelph, ON, Canada, 1999

Bachelor of Engineering and Management, McMaster University, Hamilton, ON, Canada, 1986

Memberships/Affiliations

Professional Engineers of Ontario (PEO)

Association of Professional Engineers & Geoscientists of Saskatchewan (APEGS)

Languages

English

Employment history

AMEC Environment & Infrastructure, Senior Engineer, Cambridge, ON, 2013 to present

Tetra Tech, Senior Engineer, Cambridge, ON, 2010 to 2013

Hydromantis, Inc., Senior Project Manager, Cambridge, ON, 2004 to 2010

Enviromega, Inc., Project Manager, Hamilton, 1991 to 2004

University of Toronto, Research Engineer, Toronto, ON, 1986 to 1991

Representative projects

Process Evaluation and Optimization

WWTP Facility Evaluation, Norfolk County, Port Rowan, ON, Canada

Facility review with focus on aeration treatment capacity for the Port Rowan WWTF (MBR)

WWTP Process Evaluation and Upgrade Options, Skyline Investments, Horseshoe Valley Resort, ON, Canada

Various upgrade reviews and costing for the Horseshoe Valley Resort WWTP (SBR)

Class EA – Napanee WWTP, Town of Napanee, Napanee, ON, Canada

Review historical data and provide conceptual layout options to meet future needs, as part of Class EA for the Napanee WPCP

Industrial Lagoon Evaluation, Domtar, Espanola, ON, Canada

Determine current capacity and options to meet future needs for the Domtar lagoons project.

Conceptual Design Options, Triton Engineering Services, Parry Sound, ON, Canada

Process alternatives and costing for the Parry Sound WWTP plant upgrade

Storm and Sanitary Water Contaminant Survey, Department of National Defence, Various Sites, ON, Canada

Two year sampling program, and risk assessment at 18 sites.

WWTP Flow Control, City of Guelph, Guelph, ON, Canada

Facility flow split evaluation and correction.

WWTP Process Control Evaluation, Septrotech Systems, Private Subdivision Treatment Subdivision, ON, Canada

Evaluate system unable to denitrify RBC Supplier.

WWTP Capacity Evaluation, North Bay Psychiatric Hospital, North Bay, ON, Canada

Evaluate trickling filter facility; estimate process capacity and test alkalinity addition requirements.

Project Management

WWTP Upgrades, Norfolk County, Waterford, ON, Canada

Project manager for upgrades to the Waterford WWTP lagoon facility including headworks, tertiary treatment, filtration and back-up power.

WWTP Upgrades, Triton Engineering Limited, Parry Sound, ON, Canada

Project manager and process design lead for the detailed design of liquid train upgrades at the Parry Sound WWTP. Upgrades include additional aeration and new processes for clarification, tertiary filtration and UV disinfection.

Process Design

Community Planning and Infrastructure Needs, O'Chiese First Nation, O'Chiese, AB, Canada

Water and wastewater evaluation of existing systems, population projections and proposed system for FN to meet future needs on reserve. Conceptual layout and costing provided.

Lagoon WWTP Upgrade, McIntosh Consulting Engineers, Alexandria, ON, Canada

Process design of effluent chlorination/dechlorination for the Alexandria Sewage Lagoons.

Industrial WWTP Review, Royal Canin, Aberfoyle, ON, Canada

Review and seal process and instrumentation drawing for an industrial SBR

WWTP Upgrade, Triton Engineering Services, Parry Sound, ON, Canada

Process design lead for facility upgrade at the Parry Sound WWTP.

WWTP Facility Upgrade Options, Genivar, Mississippi Mills, ON, Canada

Conceptual designs for a new facility at the Mississippi Mills WPCP, including process modelling.

Biosolids Management

Biosolids Master Plans, Various, ON, Canada

Participation in biosolids master plans for Ottawa, Halton and Hamilton.

Biosolids Treatment Options, City of Guelph, Guelph, ON, Canada

Biosolids feasibility study for selecting preferred biosolids strategy at the Guelph WWTP

Water Treatment Process

WTP Replacement, Cameco Corporation, Saskatoon, SK, Canada

Process lead for replacement of existing water treatment system with a new treatment system and

additional chlorine contact time.

Potable Water Storage, Cameco Corporation, Saskatoon, SK, Canada

Process lead for relocation and determination of adequate storage for storage required for service, fire and potable water.

Potable Water System Evaluation, O'Chiese First Nation, O'Chiese, AB, Canada

As part of a community planning and infrastructure needs study, two water plants were evaluated with recommendations provided to ensure they meet proper design standards. Expansion requirements to meet future needs were also evaluated.

WTP Model Development, ON, Canada

Part of software team that developed the water simulation package WatPro which examines disinfection and by-product formation in water treatment facilities.

WTP Chemical Addition Optimization, Town of Bradford West Gwillimbury, ON, Canada

Test well water for optimal silicate dose to sequester iron.

Process Modelling and Toxics

WWTP Conventional Modelling, Genivar, Mississippi Mills, ON, Canada

Process modeling with GPS-X software (SBR, CAS, EA) at the Mississippi Mills WPCP

Development of Toxics Model, various, ON, Canada

Fate of toxics in wastewater facilities software; model development and verification using TOXCHEM+

Toxics Modelling, Various Clients, US, Canada

Modelling fate of toxics in industrial treatment facilities using TOXCHEM+ for Dow Chemical, Dupont, and Merck.

Microcontaminants in Wastewater, Norfolk County, Waterford, ON, Canada

Literature review for fate of triclosan in wastewater treatment at the Waterford WWTF.

Micro-Contaminants In Biosolids, CCME, Ottawa, ON, Canada

Fate and presence of substances of concern in sludge for various facilities across Canada.

Publications and presentations

"Optimizing A Small Wastewater Treatment Plant with a Large Resort Component". Newbigging, M., L. Sterne, D. Piggott. Presented at the 42nd Annual Technical Symposium of the Water Environment Association Ontario, Toronto, Ontario. April, 2013.

"Strict Effluent Criteria for Lagoons – The Waterford WWTF Experience". Sterne, L., J. Mullin, B. Fields, G. Houghton. Presented at the 42nd Annual Technical Symposium of the Water Environment Association Ontario, Toronto, Ontario. April, 2013.

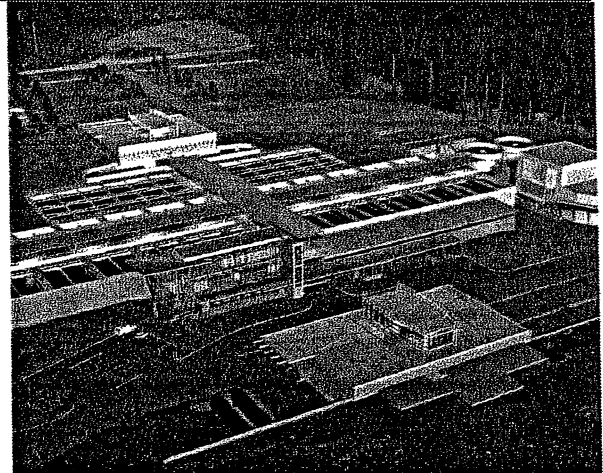
"Measuring Microconstituents in Treated Biosolids". Monteith, H.D., S. Dong, W.J. Parker, C.D. Metcalf and L. Sterne. Water Environment and Technology. April, 2013.

"Microconstituents in Biosolids Treatment: A Canadian Field Study". Monteith, H.D., Dong, S., W.J. Parker, C.D. Metcalfe, L. Sterne, O.S. Thirunavukkarasu. WEF Specialty Conference on Residuals and Biosolids, Sacramento, CA. May 2011.

"Future Expansion of the Napanee Water Pollution Control Plant". Vincelli, M., J. St. Marseille, L. Sterne, T. Harvey. Presented at the 40th Annual Technical Symposium of the Water Environment Association Ontario, Toronto, Ontario. April, 2011.

Water and wastewater design

AMEC's professionals have experience in all types of water facilities from simple to complex solutions.



Water

AMEC is a leader in the areas of water infrastructure and water systems design. We have provided municipalities, public agencies and private sector clients the professional expertise to solve their water needs by applying solid, dependable solutions to meet present and future demands. Most of our clients are repeat customers – a clear indication of our commitment to provide the highest possible quality services to our clientele in a timely manner and within the anticipated budget. AMEC staff has many years of combined experience designing all types of water facilities ranging from simple line extensions to complete water systems serving entire communities.

AMEC has worked extensively throughout the United States in the field of water planning and engineering. Typical services include:

- Water system evaluations
- Water master plans
- Water facility plans
- Modelling
- Preliminary engineering reports
- Leak detection/water audits
- Well location, design, construction and equipping

- Transmission lines
- Distribution systems
- Water storage tanks (ground level and elevated types from 50,000 gallon to 7.5 million gallon capacity)
- Booster pump stations
- Metering facilities
- Chemical feed systems
- Treatment Works
- Grant applications and financing
- Cost estimating
- Permitting
- Innovative/alternative treatment
- O&M manuals

Wastewater

The treatment and disposal or reuse of wastewater becomes more important each year as existing water resources are depleted or contaminated. Reclaimed water is rapidly becoming a viable alternative source of water for turf irrigation and industrial processes, as well as for water banking and storage for future consumption needs. AMEC is proud to be part of this forward-moving industry.

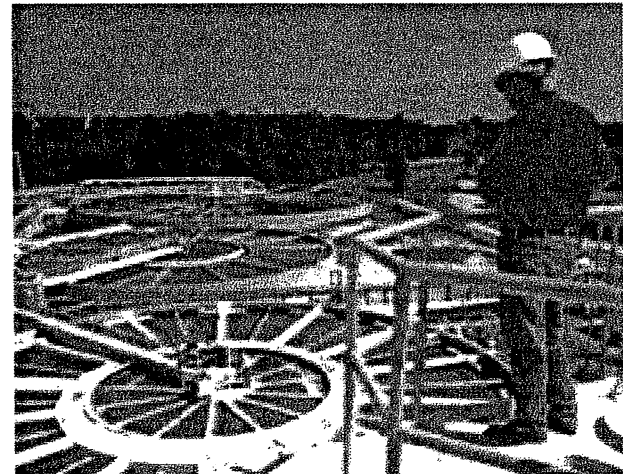
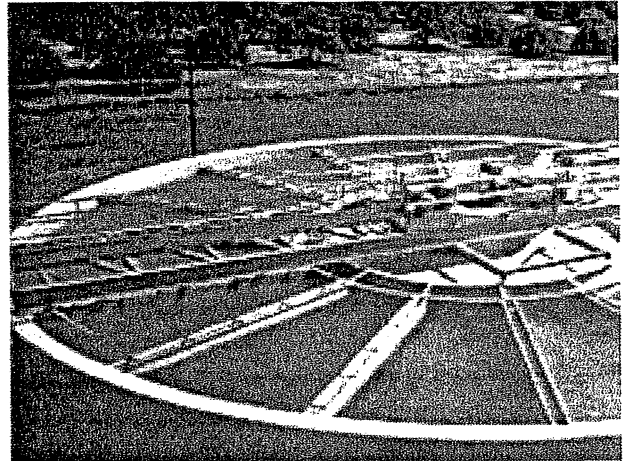
AMEC's wastewater engineers work closely with clients to plan and design wastewater facilities that meet the public's needs. Special care is

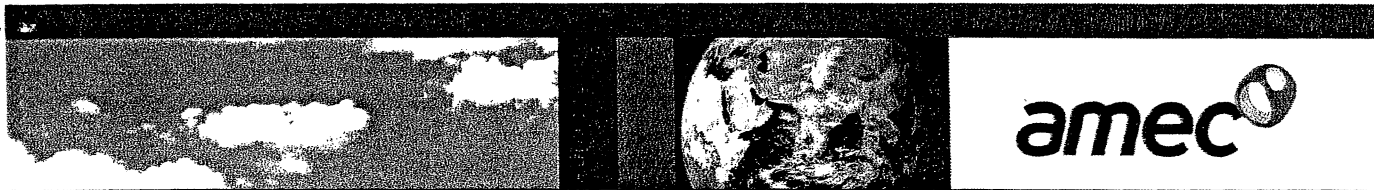
Water and wastewater design

taken to develop facilities that are energy efficient and that meet operation and maintenance goals.

AMEC has worked extensively throughout the world in the field of wastewater planning and engineering. Our work includes the following services:

- Sewer system evaluations
- Wastewater master plans
- Wastewater facility plans
- Reclaimed water master plans
- Modelling
- Preliminary engineering reports
- Sewer interceptor and collection systems
- Pumping facility design
- Odor control
- Flow measuring
- Treatment works
- Innovative/alternative treatment
- Wastewater reclamation
- Effluent reuse and irrigation
- Aquifer storage and recovery wells
- Individual engineered systems
- Grant applications and financing
- Cost estimating
- Permitting
- O&M manuals





Environmental Process Engineering

Industrial and Municipal Wastewater Treatment

- Water minimization, flow tracing, mass balance
- Wastewater characterization, treatability and pilot-scale testing
- Wastewater treatment system computer simulation and modelling
- Treatment plant evaluation, optimization, upgrading
- Alternatives evaluation and conceptual design
- Detailed design, specifications, construction supervision
- Start-up and commissioning
- Operator training
- Litigation support and expert witness

Industrial and Municipal Water Treatment

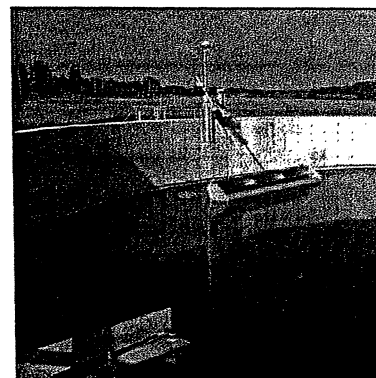
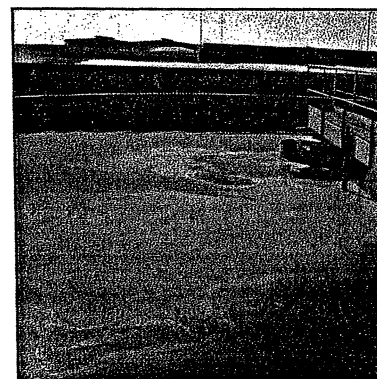
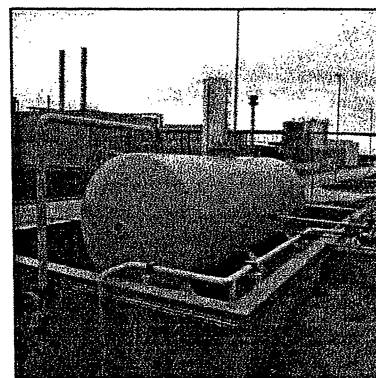
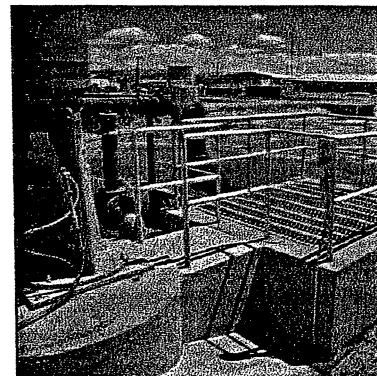
- Treatability testing
- Drinking water systems regulatory review
- Water quality assessment and recommendations
- Water auditing
- System design and development

Groundwater Treatment

- Cost-benefit analysis
- Bench-scale treatability testing
- Pilot systems
- Construction oversight
- Plant decommissioning
- System design
- Design build
- System operation

Energy

- Detailed facility energy audits
- Energy balance modelling
- Alternative energy systems
- Biogas generation
- Cogeneration systems
- Landfill gas systems



City of North Bay

SEP 11 2013

Report to Council

CLERK'S DEPT.

Report No: CSBU 2013 - 90

Date: September 9, 2013

Originator: Peter Carello, Senior Planner, Current Operations

Subject: Deeming By-Law Application by Susan McFarlane (1431 and 1443 Ferguson Street)

File No: C00/2013/BY-LA/DEEMING

RECOMMENDATION

That Council adopts a Deeming By-law to deem Lots 568 and 569 of Plan No. 93, not to be separate lots on a Registered Plan of Subdivision.

BACKGROUND

An application has been received by Susan McFarlane to deem certain lots not to be separate lots on a Registered Plan of Subdivision. The Applicant is requesting the properties located at 1431 and 1443 Ferguson Street (see Schedule "A" attached hereto) be deemed to be a single property.

The property is presently developed with two halves of a semi-detached dwelling. Each lot has frontage of approximately 7.5m and a lot area of approximately 230 square metres. These lots are considered undersized by the City's Zoning By-law.

Each half of the semi-detached dwelling is under the common ownership of the Applicant. The Applicant has requested Council deem these lots not be separate lots. The result would recognize how the property currently functions; however, in the future the owner would no longer have the option of selling each individual separate halves of the semi-detached dwelling unless severed through the Committee of Adjustment.

Section 50(4) of the Planning Act allows City Council to pass a by-law to designate or "deem" any Plan of Subdivision or part thereof that has been registered for eight years or more not to be a Plan of Subdivision. One of the purposes of a Deeming By-law is to allow a municipality to reconcile the arrangement, size and configuration of lots on a registered Plan of Subdivision with area zoning standards or other area registered Plans of Subdivision.

From the Planning Department's perspective, the Deeming By-law represents an improvement of the present situation. Under the Zoning By-law's Residential Conversion Area policies (Section 5.1.12), the amalgamated property would exceed the minimum frontage and area requirements.

The requested deeming by-law would have minimal impact on the function of the property. A site inspection of the property shows both properties currently use the same driveway and access to the detached garage at 1431 Ferguson Street is through access over the property at 1433 Ferguson Street. (See attached photos and aerial photo, Schedules "B" & "C") Typically Staff would not be supportive of combining a semi-detached dwelling in the way. However, this property appears to be unique in that it has functioned as if it was one property. When looking at the aerial image on Schedule C, it appears to be very similar to the adjacent two unit dwelling at 1463 and 1467 Ferguson Street which are located on one parcel of land.

The two lots presently make up two dwelling units; should Council approve the requested Deeming By-law, the one lot will continue to house two dwelling units.

This application was circulated to agencies and departments that have an interest in these matters. No objections were received from any party. The Engineering Department did advise that only one service will be provided to the property. As such, the second service presently in place will be required to be decommissioned.

OPTIONS / ANALYSIS

Option 1:

To adopt a Deeming By-law in order to consolidate the properties into a single property unit.

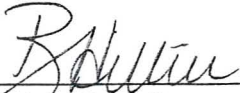
Option 2:

Not to pass the Deeming By-law.

RECOMMENDED OPTION

That Council adopts a Deeming By-law to deem Lots 568 and 569 of Plan No. 93, not to be separate lots on a Registered Plan of Subdivision.

Respectfully submitted,



Peter Carello
Senior Planner, Current Operations



Beverley Hillier, MCIP, RPP
Manager, Planning Services

PC/dlb

attach.

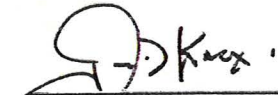
We concur in this report and recommendation.



Peter Chirico
Managing Director, Community Services



Peter E.G. Leckie
City Solicitor



Jerry D. Knox
Chief Administrative Officer

SCHEDULE A

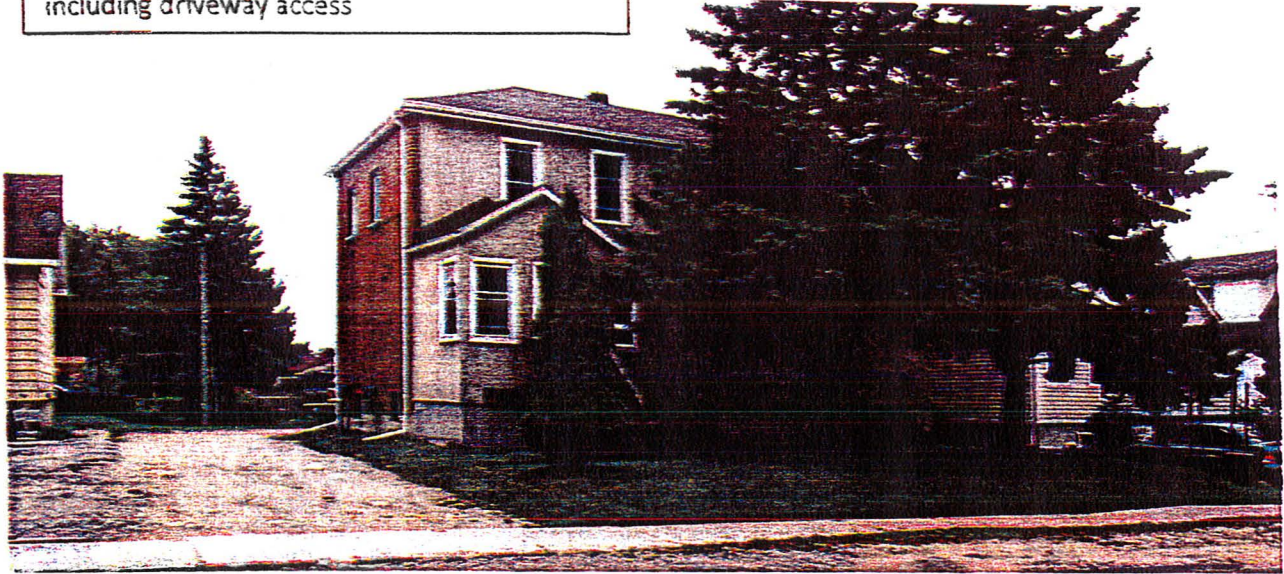


SCALE 1 : 1,106



SCHEDULE B

Front View of 1431 and 1433 Ferguson Street,
including driveway access



Side view of 1431 Ferguson Street, including
rear yard detached garage



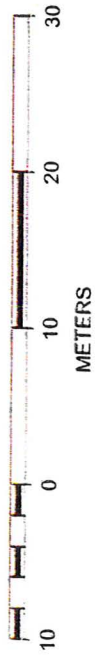
SCHEDULE C



DUKE-ST W DUKE-ST E

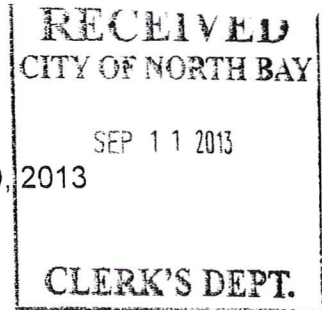


SCALE 1 : 488



City of North Bay

Report to Council



Report No: CSBU 2013 - 87

Date: August 29, 2013

Originator: Erin Richmond - Manager, Economic Development Department
John Severino - Manager, Environmental ServicesSubject: Record of Site Condition, Airport Industrial Business Park - Phase II
Parts 1, 2, 4, 5 and 6, Plan 36R-13258 - City of North Bay, District of Nipissing

RECOMMENDATION

1. That Council approve the expenditure of funds from the North Bay Jack Garland Airport Land Sale Reserve (99521R) to complete Phase I and Phase II Environmental Site Assessments (ESA) and to register a Record of Site Condition (RSC) on lands described as Parts 1, 2, 4, 5 and 6, Plan 36R-13258 all in the City of North Bay, District of Nipissing, and as shown on Schedules "A" and "B" attached to Report No. CSBU 2013-87.

BACKGROUND

The new Airport Industrial Business Park (AIBP) Phase II was officially opened on June 26th, 2013. To date there have been three (3) Groundside projects and one (1) Airside project committed representing over \$7 million in building construction value by the private sector in the Airport Industrial Business Park.

When properties are purchased it is necessary that, at a minimum, a Phase I Environmental Site Assessment (ESA) be made available to the prospective purchaser. It is sometimes necessary that a Record of Site Condition (RSC) be acquired by the purchaser in order to meet the lending requirements of financial institutions. Depending on the status of the site, completing the work to register an RSC can range from 8 to 16 weeks. The approximate cost of updating a Phase I ESA and completing the work to register an RSC can range from \$10,000 to \$25,000 per section of property, depending on the status and condition of the property.

A Phase I ESA for the entire southeast quadrant of the AIBP was completed by AECOM in September of 2011 and subsequently updated on Part 1 in 2012 and on Part 3 in 2013 by the Paterson Group Ltd. The 'shelf-life' of a Phase I ESA is typically between 12 and 18 months however, assuming nothing changes on the site or impacts the site, the RSC's can have an extended 'shelf life' since they are based on current rules, regulations and requirements.

A Record of Site Condition has been completed and registered at the request of a purchaser on two (2) separate occasions in the new park to date.

Proceeding with the full registration of a Record of Site Condition lands in the area described as Parts 1, 2, 4, 5 and 6, Plan 36R-13258 all in the City of North Bay, District of Nipissing, and as shown on Schedules "A" and "B" attached hereto, will expedite the land sale process.

ANALYSIS / OPTIONS

City staff are currently working on an update to the Phase I EA for Parts 4, 5 and 6, Plan 36R-13258. Once completed, the Phase I EA for all six (6) Parts of Plan 36R-13258 will be current. Rather than having to update this Phase I EA in 12 to 18 months, staff are recommending the completion of a Phase II EA, where needed, and the registration of a Record of Site Condition (RSC) on Parts 1, 2, 4, 5 and 6 of Plan 36R-13258. As a result of this work, City-owned lands at the Airport Industrial Business Park will be completely shovel-ready for projects. Currently projects and sales can be delayed by the request from the proponent's lenders for the completion of a Phase II assessment and/or the registration of a Record of Site Condition.

Staff are further recommending that funds be allocated from the North Bay Jack Garland Airport Land Sale Reserve (99521R) for this work. Based on the current information available, it is estimated the completion of this work will range between \$50,000 and \$75,000. Repayment of these funds to the Land Sale Reserve would come from the subsequent sale of property in this area until all costs associated with this project are recouped. Should additional environmental concerns be identified in the course of the ESA investigations requiring additional funds to address concerns Council will be consulted.

Option #1

Approve the expenditure of funds from the North Bay Jack Garland Airport Land Sale Reserve (99521R) to complete and register a Record of Site Condition (RSC) on lands described as Parts 1, 2, 4, 5 and 6, Plan 36R-13258 all in the City of North Bay, District of Nipissing, and as shown on Schedules "A" and "B" attached hereto.

Option #2

Do not approve the expenditure of funds from the North Bay Jack Garland Airport Land Sale Reserve (99521R) to complete and register a Record of Site Condition (RSC) on lands described as Parts 1, 2, 4, 5 and 6, Plan 36R-13258 all in the City of North Bay, District of Nipissing, and as shown on Schedules "A" and "B" attached hereto.

RECOMMENDED OPTION / FINANCIAL IMPLICATIONS

Option #1

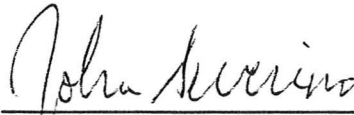
Approve the expenditure of funds from the North Bay Jack Garland Airport Land Sale Reserve (99521R) to complete and register a Record of Site Condition (RSC) on lands described as Parts 1, 2, 4, 5 and 6, Plan 36R-13258 all in the City of North Bay, District of Nipissing, and as shown on Schedules "A" and "B" attached hereto.

Preparing a Record of Site Condition (RSC) in advance will result in lands available for sale that are truly 'shovel-ready'. There are cost savings related to not having to update the Phase I and Phase II Environmental Assessments every 12 to 18 months.

Respectfully submitted,



Erin Richmond
Manager, Economic Development



John Severino
Manager, Environmental Services

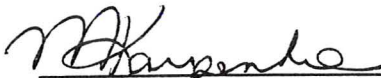
We concur in this report and recommendation.



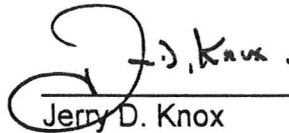
Peter Chirico
Managing Director
Community Services Business Unit



Foz | Alan Korell
Managing Director
Engineering, Environmental Services &
Public Works



Margaret Karpenko
Chief Financial Officer

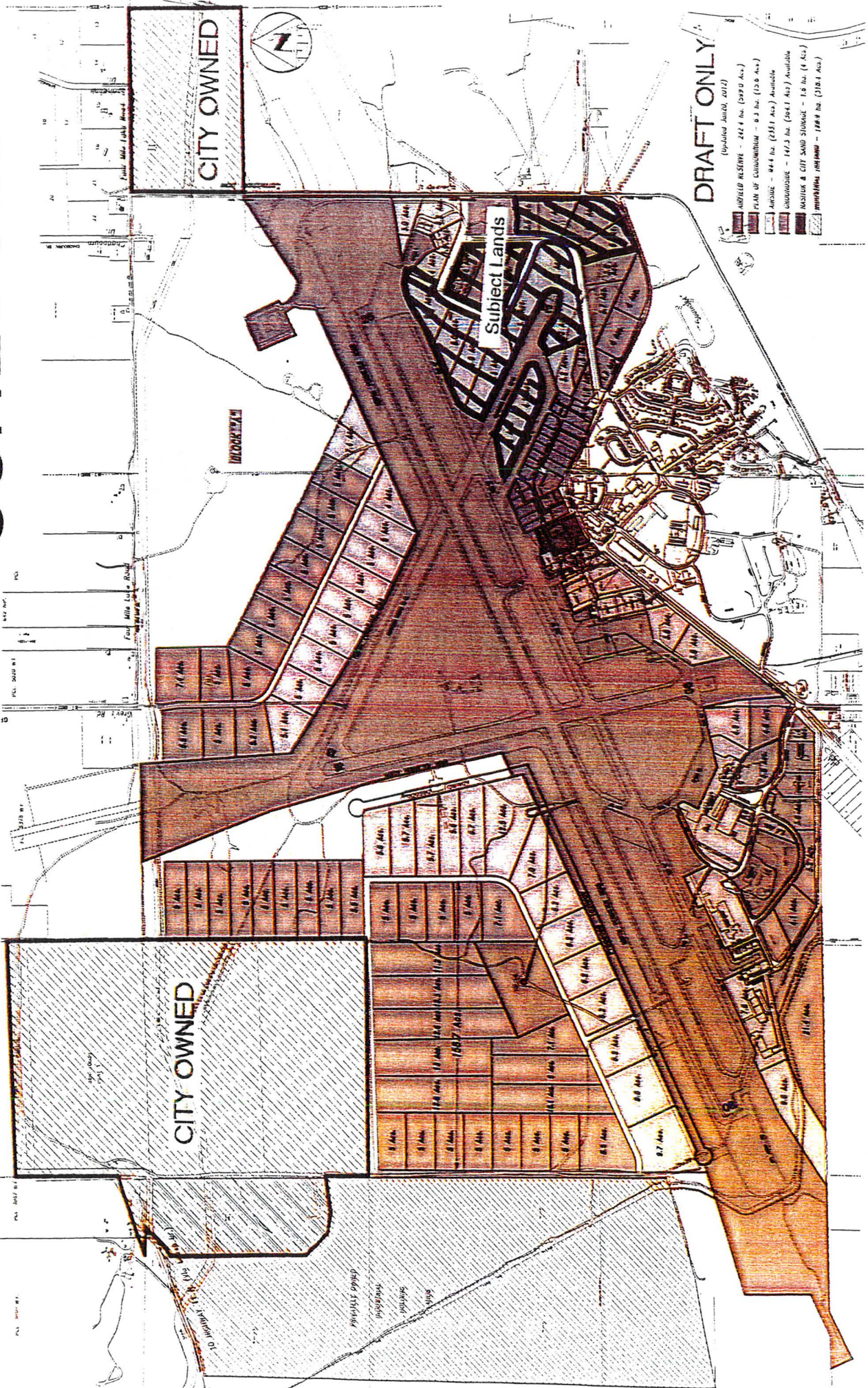


Jerry D. Knox
Chief Administrative Officer

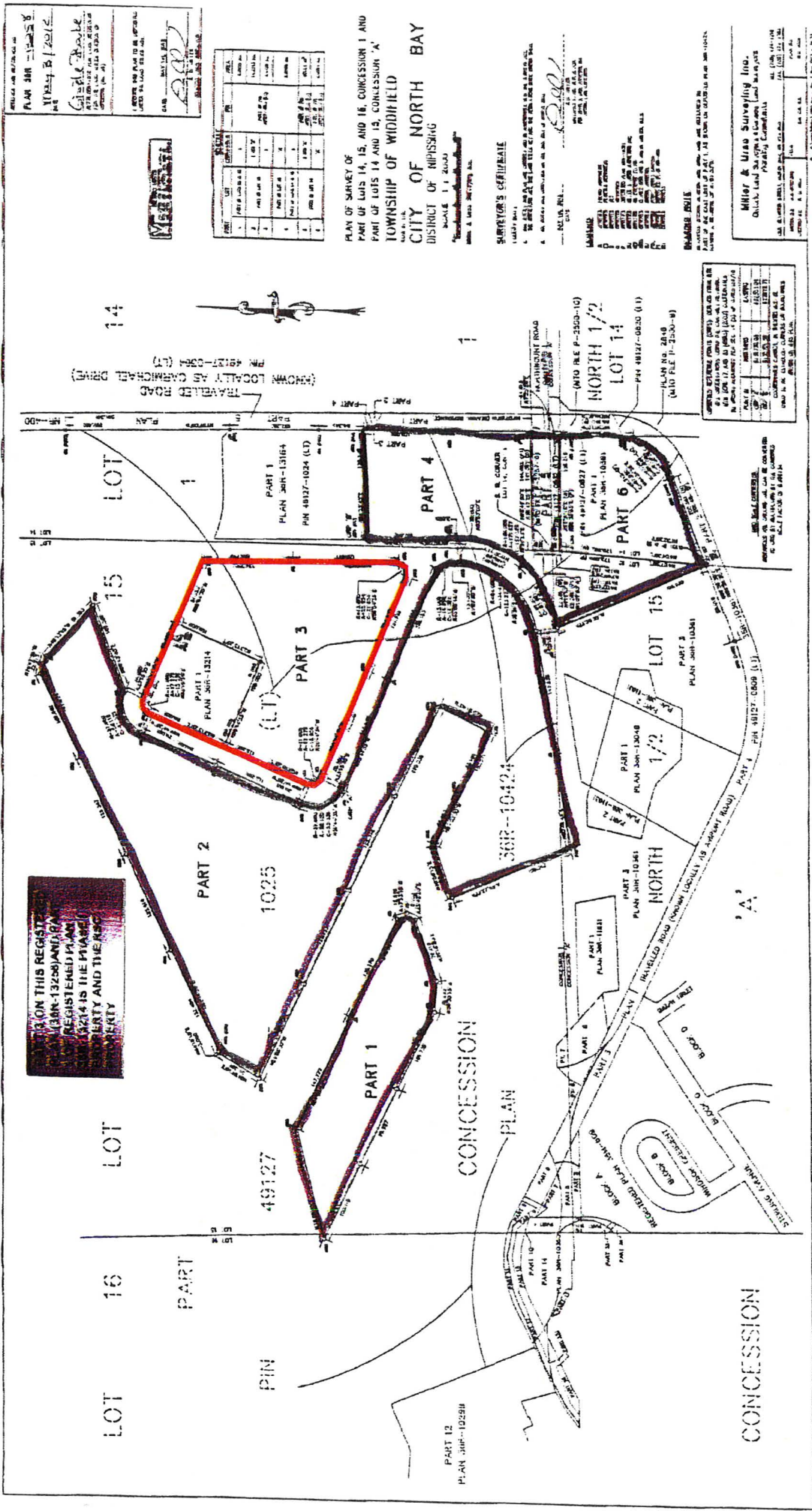
Personnel designated for continuance:

Erin Richmond - Manager, Economic Development
John Severino - Manager, Environmental Services

SCHEDULE A



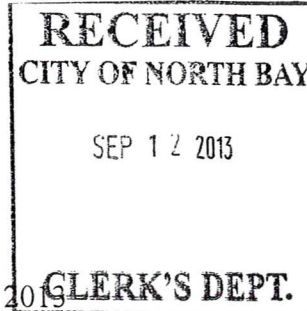
SCHEDULE B



□ - Areas subject to completion and registration of a Record of Site Condition (RSC).

City of North Bay

Report to Council



Report No.: CORP 2013-91
Originator: Lorraine Rochefort

Date: August 29, 2013

Subject: Reduction, Cancellation or Refund of Taxes
Section 357, the Municipal Act, S.O. 2001, c.25

RECOMMENDATION:

That the tax appeal applications attached to CORP Report No. 2013-91 that have been returned with a positive recommendation from the Municipal Property Assessment Corporation be adjusted for the period set out on each application form and that the applicable taxes be cancelled, reduced or refunded as authorized by Section 357 of the Municipal Act, S.O. 2001 c.25.

BACKGROUND:

Section 357 of the Municipal Act provides Council with the authority to cancel, reduce or refund taxes under various circumstances as set out in the Act upon application by the ratepayer.

The attached thirteen applications have been reviewed and verified by the Municipal Property Assessment Corporation (MPAC). One has been returned with a negative recommendation.

Application 2013-50 was denied because the demolition was dealt with through the Request for Reconsideration appeal process.

The subject applications deal specifically with:

- Section 357 (1) (a) - tax class change
- Section 357 (1) (d)(i) - raised by fire/demolition

ANALYSIS/OPTIONS:

Option #1 – Council could choose not to accept MPAC's recommendations and deny all or specific applications. If such was the case, the ratepayer has the opportunity to file a notice of appeal to the Assessment Review Board (ARB). The ARB's decision is final.

Option #2 – Council accept MPAC’s recommendations and approve the adjustment of the attached tax appeals for the period set out on each application form and that the applicable taxes be cancelled, reduced or refunded as authorized by Section 357 of the Municipal Act, S.O. 2001, c.25.

RECOMMENDED OPTION:

Option #2 is the recommended option.

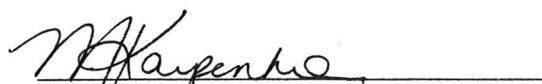
That the tax appeal applications attached to CORP Report No. 2013-91 that have been returned with a positive recommendation from the Municipal Property Assessment Corporation be adjusted for the period set out on each application form and that the applicable taxes be cancelled, reduced or refunded as authorized by Section 357 of the Municipal Act, S.O. 2001 c.25.

Respectfully submitted,

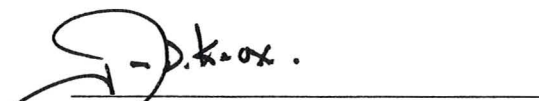


Lorraine Rochefort, AMCT
Manager of Revenues & Taxation

We concur in this report and recommendation.



Margaret Karpenko, CMA
Chief Financial Officer/Treasurer



Jerry Knox,
Chief Administrative Officer

Personnel designated for continuance: Manager of Revenues & Taxation

Attach. Summary of Section 357 Applications

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-196

**BEING A BY-LAW TO CONFIRM PROCEEDINGS
OF THE MEETING OF COUNCIL ON
SEPTEMBER 3, 2013**

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

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

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

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

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

READ A FIRST TIME IN OPEN COUNCIL THIS 16TH DAY OF SEPTEMBER, 2013.

u. READ A SECOND TIME IN OPEN COUNCIL THIS 16TH DAY OF SEPTEMBER, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND PASSED THIS 16TH DAY OF SEPTEMBER, 2013.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD