



Committee Agenda

**Committee Meeting of Council
September 24, 2012
at 7:00 p.m.**

MEETINGS

FOR THE WEEK OF
SEPTEMBER 24TH, 2012

Monday, September 24, 2012

7:00 p.m.

Committee Meeting of Council
Council Chambers, 2nd Floor

PRESENTATION

PUBLIC

Monday, September 24, 2012

7:00 p.m.

Budget Process

PRESENTATION

BUSINESS UNIT

Monday, September 24, 2012

7:00 p.m.

Alan Korell
Engineering, Environmental
Services and Works

GENERAL GOVERNMENT COMMITTEE

Monday, September 24, 2012

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Chairperson: Councillor Lawlor
Vice-Chair: Councillor Anthony
Members: Councillors Bain, Maroosis
Ex-Officio: Mayor McDonald

- GG-2011-04 Motion from Councillor Anthony dated January 10, 2011 re Council remuneration (F16/2011/CNB/COUNCIL).
- GG-2011-16 Report from C.M. Conrad dated August 2, 2011 re Election campaign signs (C07/2011/ELECT/GENERAL).
- GG-2012-04 Report from Karen McIsaac dated July 30, 2012 re Business Licencing By-Law (C00/2012/BYLA/BUSLICEN).
- GG-2012-05 Report from Margaret Karpenko dated August 22, 2012 re Long Term Capital Funding Policy Review (F05/2012/CAPBU/GENERAL).
- GG-2012-06 Report from Margaret Karpenko dated August 29, 2012 re 2013 Operating Budget Timelines and Process (F05/2012/OPEBE/GENERAL).
- ▶ **GG-2012-07 Report from Paul Valenti dated September 11, 2012 re North Bay & District Humane Society – Negotiate Agreement Renewal (L04/2012/AGMT/NBDHS).**

GG-2012-07

Recommendation:

"That City Council approve City staff to negotiate exclusively with the North Bay & District Humane Society in reaching a multi-year agreement for the provision of Animal Control Services for the City."

CITY OF NORTH BAY
REPORT TO COUNCIL

Report No: CORP 2012-124

September 11, 2012

Originator: Paul Valenti

Subject: North Bay & District Humane Society – Negotiate Agreement Renewal

RECOMMENDATIONS:

That North Bay City Council approve City staff to negotiate exclusively with the North Bay & District Humane Society in reaching a multi-year agreement for the provision of Animal Control Services for the City.

BACKGROUND:

The North Bay & District Humane Society have been providing Animal Control Services to the City of North Bay since 1954. The existing service agreement expires on December 31, 2012. Current remuneration for these services in the year 2012 is in the amount of \$331,521.

The North Bay & District Humane Society is a non-profit corporation that strives to ensure humane treatment of animals while providing a valuable and quality service to the City. In doing so, they seek to cover the costs to provide this service. The Humane Society is largely reliant upon City funding in order to operate and provide these services to the community. Their operations within the community are well established with appropriate facilities and trained staff.

Provisions within the Purchasing By-law allow for sole sourcing and non-competitive procurement where there is a short supply of services within the market and at the discretion of the Manager of Purchasing.

Negotiations with the Humane Society will seek to ensure any recent concerns and issues are addressed, and that a quality service is being provided to the City at a fair and reasonable cost.

ANALYSIS / OPTIONS:

1. Approve City staff to negotiate exclusively with the North Bay & District Humane Society in reaching an agreement for the provision of Animal Control Services for the City.
 2. Do not approve City staff to negotiate exclusively with the North Bay & District Humane Society for Animal Control Services. The City would need to issue a formal Request for Proposal to seek other qualified providers. This option is not recommended. The City's current quality and value of service may be adversely affected, as well as significantly impacting the current operations of the Humane Society.
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RECOMMENDED OPTIONS / FINANCIAL IMPACTS:

Option 1 is recommended as follows:

That North Bay City Council approve City staff to negotiate exclusively with the North Bay & District Humane Society in reaching an agreement for the provision of Animal Control Services for the City.

Respectfully submitted,

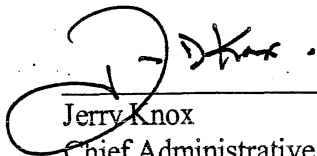


Paul Valenti
Manager of Purchasing

We concur in this report and recommendation.



Margaret Karpenko, CMA
Chief Financial Officer/Treasurer



Jerry Knox
Chief Administrative Officer

Personnel designated for continuance: Chief Financial Officer/Treasurer

COMMUNITY SERVICES COMMITTEE

Monday, September 24, 2012

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

- CS-2001-35 Rezoning applications by Consolidated Homes Ltd. – Golf Club Road (D14/2001/CHLTD/GOLFCLUB).
- CS-2003-37 Condominium application by Rick Miller on behalf of New Era Homes Ltd. - McKeown Avenue (D07/2003/NEHL/ MCKEOWN).
- CS-2004-29 Rezoning and Plan of Subdivision applications by Rick Miller on behalf of Grand Sierra Investments Ltd. - Sage Road (D12/D14/2003/GSIL/SAGERD).
- CS-2011-04 Motion moved by Councillor Mayne on January 24, 2011 re Designated Off-Leash Dog Area (R00/2011/PARKS/DOGPARK).
- CS-2012-16 Report from S. Kitlar dated June 12, 2012 re Multi-Use Recreation Facility Study update (R05/2012/ MURF/GENERAL).
- CS-2012-18 Report from Steve McArthur dated August 31, 2012 re Official Plan Amendment and Rezoning application by Miller & Urso Surveying Inc. on behalf of Perut Construction Ltd. Andrew & Grace Wood and W.M. Holdum Inc. – 309 - 333 King Street West and 1180 – 1188 Cassells Street (D09/D14/2012/PERUT/KINGSTW).
- CS-2012-19 Report from Steve McArthur dated September 11, 2012 re Rezoning application and Draft Plan of Condominium by Miller & Urso Surveying Inc. on behalf of Golden Estates Ltd. – Ski Club Road (D07/D14/2009/GEL/SKICLUB).

ENGINEERING & WORKS COMMITTEE

Monday, September 24, 2012

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Chairperson: Councillor Vrebosch
Vice-Chair: Councillor Koziol
Member: Councillor Campbell
Ex-Officio: Mayor McDonald

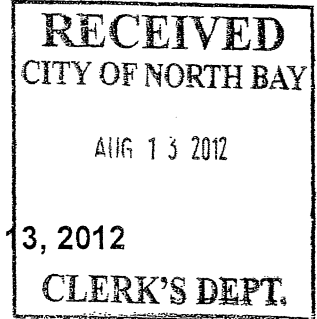
- EW-2010-03 Report from A. Korell/J. Houston dated March 26, 2010 re Kate Pace Way west end bike route connection between Memorial Drive and Gormanville Road (R05/2010/KPWTR/WESTENDR).
- ▶EW-2012-04 **Report from Alan Korell dated August 13, 2012 re Speed Limit in and around Schools (C00/2012/BYLAWS/TRAFFIC).**
- ▶EW-2012-05 **Report from Alan Korell dated September 11, 2012 re Stantec State of the Infrastructure Report 2012 (F05/2012/AMP/GENERAL).**

EW-2012-04

Recommendation:

- "That
- 1) City Council endorses a reduction of the speed limit from 50 km/hr to 40 km/hr around all schools within the City of North Bay;
 - 2) these areas be designated Community Safety Zones, which means fines will be doubled; and
 - 3) the Traffic & Parking By-Law 2002-001 be amended accordingly."

City of North Bay
Report to Council



Report No. EEW 2012-043

Date: August 13, 2012

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

Subject: Speed limit in and around schools

RECOMMENDATION

That City Council endorses a reduction of the speed limit from 50 km/hr to 40km/hr around all schools within the city of North Bay. And that these areas be designated Community Safety Zones, which means fines will be doubled. And that the Traffic & Parking By-Law 2002-001 be amended accordingly.

BACKGROUND

The City has received a large number of requests to reduce speed limits in the City near schools. These requests have come from individuals, the schools themselves, police department and from the school bus company.

The Engineering Departments feels that rather than dealing with the requests individually, there is merit in reducing the speed to 40 km/hr around all schools. This will slow traffic around our schools and make it safer for the students.

OPTION ANALYSIS

Option 1

Proceed with the reduction of the speed limit to 40 km/hr near all schools

This option is recommended. The cost will be the cost of the signs. Installation will be done by the City's Traffic Personnel.

Option 2

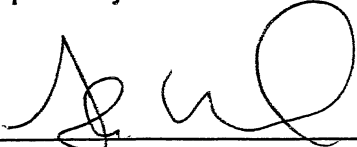
Status Quo of leaving the speed limit at 50 km/hr.

This option is the status quo and is not recommended as it fails to address concerns that have been voiced by many individuals and groups in the community.

RECOMMENDED OPTION

That City Council endorses a reduction of the speed limit from 50 km/hr to 40km/hr around all schools within the city of North Bay. And that these areas be designated Community Safety Zones, which means fines will be doubled. And that the Traffic & Parking By-Law 2002-001 be amended accordingly.

Respectfully submitted



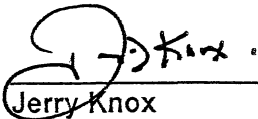
Alan Korell, P. Eng., M.C.I.P.
Managing Director of Engineering,
Environmental Services & Works

and



Peter Chirico
Managing Director, Community Services

I concur in this report and recommendation.



Jerry Knox
Chief Administrative Officer

Personnel designated for continuance:
City Clerk and Manager of Roads

w:-AlanK-EEW2012-043-RTC speed limit schools

C. Conrad, City Clerk

EW-2012-05

Recommendation:

"That the Stantec State of the Infrastructure Report 2012 be noted and filed."

CITY OF NORTH BAY
REPORT TO COUNCIL

Report No: EEWS 2012-047

Date: September 11, 2012

Originator: Alan Korell, P.Eng., MCIP
Managing Director, Engineering, Environmental Services & Works

Subject: State of the Infrastructure Report 2012

RECOMMENDATION

That the 2012 update of the State of the Infrastructure Report be referred to the Engineering & Works Committee.

BACKGROUND

We have received the 2012 update of the State of the Infrastructure Report by our consulting engineers, Stantec. A copy of the Executive Summary is attached with the complete report being available through the City Clerk. This report is an update and expansion of the original report done in 2007.

This report is to be referred to the Engineering & Works Committee so that the contents of the report can be presented to City Council by the Consulting Engineer from Stantec, Andy Dalziel. This will allow City Council to ask the originator of the document questions regarding the content.

OPTIONS ANALYSIS

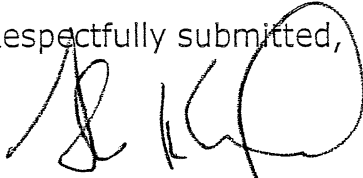
Option # 1: Refer the report to committee to allow for discussion. This option is recommended.

Option # 2: Note and file the report. This option is not recommended as understanding the state of our infrastructure is of critical importance.

RECOMMENDED OPTION

Option # 1: That the 2012 update of the State of the Infrastructure Report be referred to the Engineering & Works Committee.

Respectfully submitted,




Alan Korell, P.Eng., MCIP
Managing Director, Engineering, Environmental Services & Works

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We concur in this report and recommendation.

for 

Margaret Karpenko
Chief Financial Officer



Jerry D. Knox
Chief Administrative Officer

Personnel designated for continuance: Alan Korell

Attachments: Executive Summary of the 2012 State of the Infrastructure Report

**City of North Bay – State of the
Infrastructure Report
Executive Summary**

An Analysis of the Current State of
North Bay's Physical Assets using
Life-Cycle Principles



Stantec

September 7, 2012

Executive Summary

Most Canadian municipalities are struggling to maintain existing infrastructure under current tax and rate levels. They continue to deal with downloaded responsibilities and, at the same time, face growing needs to maintain and renew aged and decaying infrastructure.

The subject of asset management has been gaining increasing public awareness as a result of the introduction of Bill 175, the Sustainable Water and Sewage Systems Act in 2002, and the implementation of "Full Cost Accounting" through PSAB. The emphasis is now being placed on not only knowing the true cost of providing services to your customers today, but also understanding what will be required to maintain the services virtually in perpetuity (or as long as they are required), through the use of life-cycle costing. In other words, we are moving towards Sustainable Asset Management.

Ontario's Ministry of Infrastructure has also recently released guidelines for the development of Municipal Asset Management Plans which supports the Province's 10-year infrastructure plan "Building Together" which was released in June 2011. The objective of these guidelines is to provide a basis for the standardization and consistency of asset management practices across Ontario's municipalities.

The work that the City of North Bay has done that led to the development of the initial State of the Infrastructure Report in 2008 has been acknowledged within these guidelines as one of the essential building blocks on the road to developing detailed asset management plans (http://www.moi.gov.on.ca/en/infrastructure/building_together_mis/local_infrastructure.asp). The State of the Infrastructure report has provided the City with an understanding of the true cost of maintaining the infrastructure that is required to provide the services to the community associated with your roads, water and wastewater infrastructure.

The 2008 State of the Infrastructure Report (SotIR) was developed through a Life-cycle Analysis covering the City's water distribution system, sanitary sewer system, and road network. This current assignment provides staff with an update to the State of the Infrastructure Report which covers the original asset groups i.e. water, sanitary sewers and roads with the addition of the storm sewer network and the water and wastewater treatment facilities (plants).

As with the previous report is based on a high-level analysis of the replacement, rehabilitation, and maintenance needs of the City's Public Works Assets. This includes the preparation of a report on the current and assumed future state of these assets. In addition, a Report Card was produced that evaluates the current state of various Public Works assets within the City, and predicts their status in 2027, should the current management approach be maintained. The following assets were included in the study:

Table E.1: Assets Included in Study

Water System	Pipes	Road Network	Roads
	Valves		Sidewalks
	Hydrants		Curbs
	Chambers		Signs and Supports
	Meters		Lighting
	Service Connections		Walkways
	Storage Reservoirs		Retaining Walls
	Booster Stations		Signals
Sanitary System	Pipes		Pavement Markings
	Manholes		Bridges (includes Culverts >1.5m)
	Services		Level Railroad Crossings
	Pumping Station Structures and Equipment		Shoulders
			Guard Rails
Storm System	Manholes		Ditches
	Catchbasins		Driveway Culverts
	Pumping Station		Water
	Inlets and Outlets		Wastewater
	Services		
		Treatment Facilities	

It must be noted that the analysis utilized for the SotIR excluded rehabilitation for all assets with the exception of road sections.

Since the original report was developed in 2008 the City has completed condition inspections of the sanitary and storm sewer networks utilizing Zoom Camera technology. This assessment has provided an opportunity to assess the overall condition of both of these networks. Based upon a review of this condition data it would appear that these assets are generally in good condition, therefore, the allowance provided for replacement of “backlogged” assets has been removed from this new analysis. This assessment has also been supplemented by the CCTV inspections of sanitary sewers in conjunction with the City’s sewer grouting and construction projects, which have also shown the sewers that were inspected to be in good condition.

In November 2003, the National Guide for Sustainable Municipal Infrastructure published a Best Practice for Municipal Infrastructure Asset Management. This publication included a listing of seven questions which could be used as a framework for an asset management plan. The SotIR employs this framework:

1. What do you have and where is it? (Inventory)
2. What is it worth? (Costs/replacement Rates)

3. What is its condition and expected remaining service life? (Condition and Capability Analysis)
4. What is the level of service expectation, and what needs to be done? (Capital and Operating Plans)
5. When do you need to do it? (Capital and Operating Plans)
6. How much will it cost and what is the acceptable level of risk(s)? (Short- and Long-term Financial Plan)
7. How do you ensure long-term affordability? (Short- and Long-term Financial Plan)

The City's Public Works assets have a replacement value of \$1.1 billion. The breakdown of those replacement values per serviced property, based on approximately 15,000 serviced properties in the City, are shown in Figure E.1.

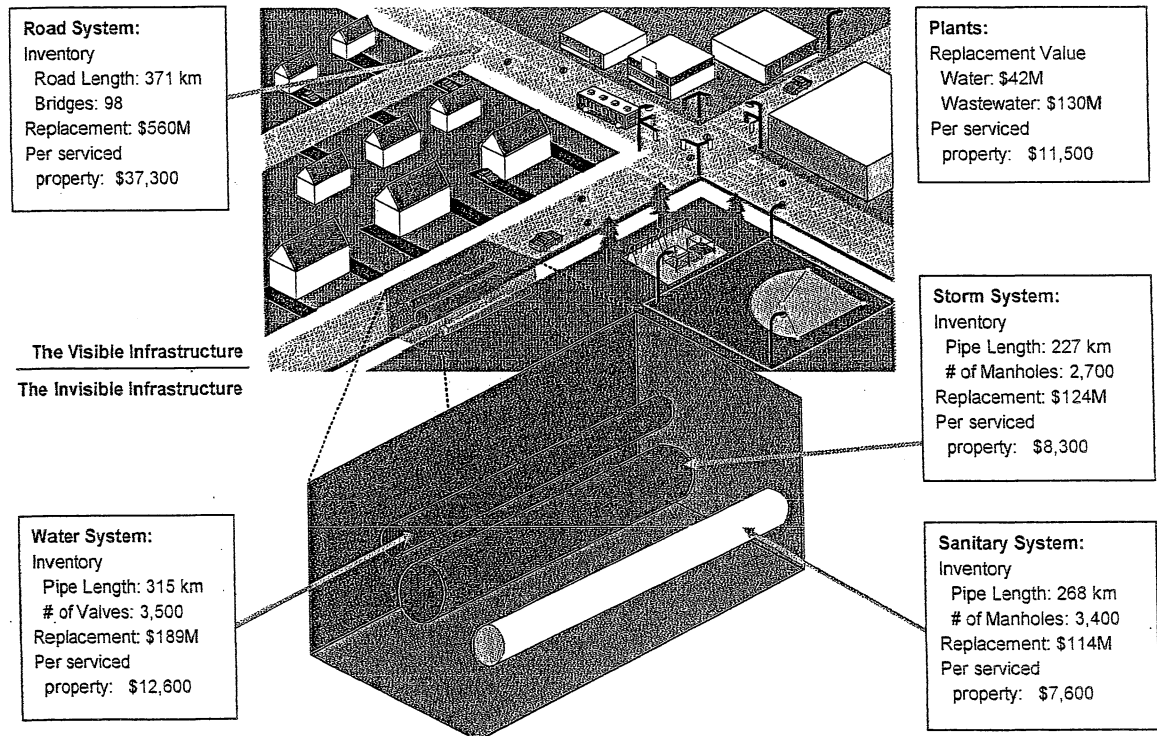


Figure E.1: Asset Replacement Value per Serviced Property

Based on the analysis results, the 2012 operating and capital revenues (as supplied by City Staff) fall short of the sustainable revenue requirements. Table E.2 illustrates the magnitude of this deficit. The analysis projects the finance requirements of each program over a 100-year period, to include the full life-cycle of each asset type. In addition, there is a grey line between certain O&M and Capital activities; the City may be completing activities, which have been identified as Capital within the analysis, using O&M budgets.

Table E.2: Sustainable Revenue (Millions)

Program	2012 Revenue		Sustainable Revenue		Overall Surplus/ (Deficit)	
	O & M	Capital	O & M	Capital		
Rate	Water	\$5.2	\$11.7	\$3.1	\$4.9	\$8.9
	Sanitary Sewer	\$3.4	\$7.8	\$3.1	\$3.2	\$4.9
	Plants	\$3.0	\$0.7	\$2.5	\$3.6	(\$2.4)
Levy	Roads	\$4.7 ¹	\$15.7	\$7.7	\$20.4	(\$7.7)
	Storm Sewer	\$0.6	\$0.9	\$2.1	\$2.8	(\$3.4)

¹ Excludes snow removal budget of \$2.2 million

The City's long-term capital funding philosophy is to control debt and try to achieve a healthy mix between debt and pay-as-you-go (PAYGO) funding. This policy was described in more detail in the presentation made to Council on December 5, 2011.

<http://www.cityofnorthbay.ca/common/pdf/2012%20Capital%20Budget%20Presentation%20-%20Dec%205.%202011.pdf>). This policy has been developed to increase the funding of capital projects to a sustainable level over time to ensure that the burden on the City's residents is not too great.

It is evident that the City's Public Works and Finance Departments have been working together to identify how funding levels can be increased to the necessary level, while balancing the immediate needs of the community as a whole. As can be seen from Table E.2, there is still work to be done in some areas, however, in general the City has moved closer to the sustainably funding the infrastructure covered by this report.

This SotI Report and related Report Card, as well as the rating system that was used, were developed with input from staff in the Public Works Department. Their expert and knowledgeable comments, input, and concerns are reflected throughout these documents. Preparation of this high-level strategic report, limited to a few of the City's assets, could also be used for other City assets. Furthermore, this approach is the basis for development of a more detailed and tactical analysis in the future.

The SotI Report contains numerous asset-specific recommendations. However, there are ten recurring recommendations that should be addressed in future strategic asset management initiatives:

1. Develop a five-year asset management plan covering the operation, maintenance, and replacement/rehabilitation of the asset portfolios. The asset management plans should address the short-term investment requirements necessary to provide the levels of service required by the community;
2. Develop, through more detailed analysis, a plan for allocating the additional funds to the operating and/or capital budgets, as required (including additional staff), in order to successfully develop, implement, and maintain the required asset management plans;
3. Continue the implementation of the policy to reach sustainable funding for each of the assets covered in this SotI Report;
4. Implement a comprehensive budget structure along service delivery lines, so that service managers can adequately know what the true total cost of their service is (including asset management, operations, capital, and borrowing costs) as well as measure their progress towards sustainable funding;
5. Continue the process of engaging the community in discussing the true cost of services and the assets required to provide those services. Move towards the development and implementation of levels of service that are in line with public expectations and willingness/ability to pay;
6. Review the selection and use of rehabilitation technologies on a least life-cycle cost and return-on-investment (ROI) basis. This SotIR Analysis was generally based only on replacement costs except for the road centreline sections. Within the road centreline section analysis, rehabilitation has been selected for all sections that have not past the point of rehabilitation;
7. Review operating and maintenance practices balancing least life-cycle cost against level of service and risk exposure, on a business-case basis;
8. Develop the necessary operations, maintenance, inspection, and analytical programs to increase the focus on life-cycle management of the asset portfolio;
9. Continue the implementation of the Hansen asset management system to assist in the development of more robust figures for optimum funding of operations and maintenance activities, as a percent of replacement cost.
10. Update the SotI Report Card and Analysis on a 4 – 5-year cycle.

The following is the City of North Bay State of the Infrastructure Report Card:

<p align="center">City of North Bay Infrastructure Report Card</p>			
Asset Group	Rating 2012	Comments	Trend 2027
Water System	C+	<ul style="list-style-type: none"> The challenges for the water system remain the same from the previous SotI analysis in that much of the network is constructed with cast and ductile iron pipe. Pipes are being replaced as required to meet the demands of development and in conjunction with road reconstruction. Funding of the water system appears to be adequate at present; however, a review of the 10-year capital budget shows that the average annual capital budget will be approximately 80% of the 2012 investment level. It is anticipated that additional funding will also be required to maintain and rehabilitate the reservoirs and standpipes. 	↓
Sanitary System	C	<ul style="list-style-type: none"> A recent high-level condition assessment indicates that the sanitary system is in relatively good condition, however, a more detailed assessment of the pipe network will be required to gauge the true condition of the network. The 2012 O & M and Capital budgets for the sanitary sewer network appear to be at a level that is consistent with the long-term sustainability of the network. However, a review of the 10-year capital budget shows that the funding available for the rehabilitation of the sanitary sewer network will be reduced significantly from 2015 onwards to compensate for increased expenditures at the wastewater treatment facility. The average 10-year annual investment will be approximately 30% of the 2012 investment level. 	↓
Road Network	B-	<ul style="list-style-type: none"> Since the previous SotI analysis the road system has seen increases in funding and as a result the network condition has generally been showing signs of improvement. Through the use of pavement management philosophies the investment needs for the road network will be optimized to ensure that the available funding is targeted towards projects that provide the greatest return on investment. Funding of the road network is currently estimated to be \$7.7 million per annum below the level required for sustainability. 	↓
Storm System	C	<ul style="list-style-type: none"> A recent high-level condition assessment indicates that the storm water system is in relatively good condition, however, a more detailed assessment of the pipe network will be required to gauge the true condition of the network. Funding of the storm sewer network is currently estimated to be \$3.4 million per annum below the level required for sustainability. 	↓

City of North Bay Infrastructure Report Card			
Asset Group	Rating 2012	Comments	Trend 2027
Treatment Facilities	B	<ul style="list-style-type: none"> The City's water treatment facility was commissioned in 2011 and is projected to meet the needs of the community until 2031 and possibly beyond. It is important to note that although this asset group is new and the current investment needs for maintenance and rehabilitation will be relatively low the City must ensure that there are sufficient reserves available to fund the increasing needs as the assets age. Many components with the wastewater treatment facility are reaching the end of their useful lives and as a result require a significant increase in the investment in rehabilitation in the next 5 – 10 years. The 10-year capital budget shows that the investment in the plant will be increased from 2016 onwards to meet some of these demands. Funding of the treatment facilities is currently estimated to be \$2.4 million per annum below the level required for sustainability. 	↓

Figure E.2: Infrastructure Report Card

ITEMS REFERRED BY COUNCIL FOR A REPORT

<u>DATE</u>	<u>ITEM</u>
March 29, 2005	Backflow Prevention Program survey of all industrial, commercial and institutional buildings (due September 2005) .
September 21, 2009	Review, update and consolidation of Noise By-Law (due June 30, 2010) .
May 3, 2010	Track the net financial benefits created through increased assessment as a result of the Airport Industrial Community Improvement Plan sites being developed.
December 30, 2010	Quarterly report on progress of WSIB appeal, error corrections and cost projections for 2011.
July 4, 2011	Comprehensive Status Report relating to BCIP (due July 2014) .
August 2, 2011	Review of smoking at City facilities and commercial establishment patios.
August 15, 2011	Effectiveness of the Residential Rental Housing By-Law (due May 2013) .
July 16, 2012	Review of water and sewage rates for the dispensing facility on Patton Road (due March 2013) .