



Council

Agenda

Regular Meeting of Council
April 15, 2013
at 7:00 p.m.

MEETINGS

**FOR THE WEEK OF
APRIL 15TH, 2013**

Monday, April 15, 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, APRIL 15TH, 2013**

PUBLIC PRESENTATIONS:

PUBLIC MEETING MINUTES:

Tuesday, April 2, 2013

Monday, April 8, 2013

COMMITTEE REPORTS:

General Government Committee Report No. 2013-14

General Government Committee Report No. 2013-15

General Government Committee Report No. 2013-16

Community Services Committee Report No. 2013-06

CORRESPONDENCE:

1. Report from Reid Porter dated March 25, 2013 re Trillium Woods Subdivision Phase II – Pre-Servicing Agreement (D12/2011/KENAL/BOOTHRD2).
2. Report from Peter Carello dated April 8, 2013 re Rezoning application by Miller & Urso Surveying Inc. on behalf of 1794504 Ontario Inc. – 2 Sunset Blvd. (D14/2013/17945/2SUNSETB).
3. Report from Paul Valenti dated April 9, 2013 re Request for Proposal 2013-08, Supply and Installation of Playground Structures (F05/2013/PARKS/6121PR).
4. Report from Paul Valenti dated April 9, 2013 re Request for Quotation No. 2013-28, Engineering Design Services for the Wastewater Treatment Plant Grit Removal Project (F05/2013/ROADS/3513SS).
5. Report from Angela Cox dated April 2, 2013 re 2013 Capital Budget Project No. 6145WS – Watermain (100mm) Replacement, Reaming or Relining Program (F05/2013/ROADS/6145WS).
6. Report from Angela Cox dated April 2, 2013 re 2013 Capital Budget Project No. 6103RD/6103WS – Residential Street Rehabilitation Program (F05/2013/ROADS/6103RDWS).

7. Report from Angela Cox dated April 2, 2013 re 2013 Capital Budget Project No. 6146WS – Watermain Looping Program (F05/2013/ROADS/6146WS).
8. Report from Angela Cox dated April 2, 2013 re 2013 Capital Budget Project No. 6143WS – Flush Watermains (F05/2013/ROADS/6143WS).
9. Report from Angela Cox dated April 2, 2013 re 2013 Capital Budget Project No. 3110ST – Ski Club Road Storm Sewer (755 Ski Club Road) (F05/2013/ROADS/3110ST).
10. Report from Grant Love dated April 5, 2013 re 2013 Capital Budget Project No. 6113FD, Vehicle and Equipment Replacement Program (F05/2013/FIRE/6113FD).
11. Report from Ron Mimee dated March 26, 2013 re 2012 Water & Sanitary Sewer Year-End Variance and Reserve Transfers (F05/2012/OPEBU/GENERAL).
12. Report from Ron Mimee dated March 26, 2013 re 2012 General Year-End Variance and Reserve Transfers (F05/2012/OPEBU/GENERAL).
13. Report from Laura Boissonneault & Margaret Karpenko dated April 2, 2013 re 2013 Operating Budget – Ontario Regulation 284/09 Disclosure (F05/2013/OPEBU/GENERAL).
14. Report from Karin Pratte dated March 26, 2013 re 2012 North Bay Wastewater System Annual Report (E00/2012/MOE/GENERAL).
15. Report from Paul Valenti dated April 3, 2013 re Request for Quotation No. 2012-85, Wastewater Treatment Plant Wet Well Access Hatch Modifications (F05/2013/WWTP/4001SS).
16. Report from Paul Valenti dated April 3, 2013 re Request for Quotation No. 2013-26, Engineering Services for the Wastewater Treatment Plant Boiler Replacement (F05/2013/WWTP/3316SS).
17. Report from Paul Valenti dated April 3, 2013 re Tender 2013-14, Single Surface Treatment (F05/2013/ROADS/6106RD).

BY-LAWS FOR CONSIDERATION:

General Government – First and second readings:

By-Law No. 2013-85 to stop up, close and convey a portion of the Surrey Drive Road Allowance.

By-Law No. 2013-86 to stop up, close and convey a portion of the laneway located in the block bounded by Fisher Street, Duke Street East and Princess Street East.

General Government - First, second and third readings:

By-Law No. 2013-73 to authorize the 2013 Fire Facilities Management Program.

By-Law No. 2013-82 to authorize the Transit Building Capital Program Allocation.

By-Law No. 2013-83 to authorize the City Hall Building Rehabilitation Program.

By-Law No. 2013-84 to confirm proceedings of the Meeting of Council on April 2, 2013.

By-Law No. 2013-88 to set 2013 tax rates and to levy taxes for the Year 2013.

By-Law No. 2013-89 to set 2013 tax ratios for prescribed property classes.

By-Law No. 2013-90 to set 2013 tax rate reductions for prescribed property subclasses.

By-Law No. 2013-91 to adopt optional tools for 2013 for the purposes of administering limits for the Commercial, Industrial and Multi-Residential property classes Tax Capping Program.

By-Law No. 2013-92 to adopt optional tools for 2013 for the purposes of administering limits for eligible properties in the Commercial, Industrial and Multi-Residential property classes (New Construction).

By-Law No. 2013-93 to establish decrease limits for certain property classes for 2013.

By-Law No. 2013-102 to amend By-Law No. 2007-228, being a by-law to adopt the Delegation of Powers and Duties Policy.

Community Services – First and second readings:

By-Law No. 2013-94 to rezone certain lands on High Street (Tim Falconi & Carlo Guido – 715 High Street).

By-Law No. 2013-96 to rezone certain lands on Carmichael Drive (Paul William Turcotte – 295 Carmichael Drive).

Community Services – First, second and third readings:

By-Law No. 2013-95 to designate a Site Plan Control Area on certain lands on High Street (Tim Falconi & Carlo Guido – 715 High Street).

By-Law No. 2013-104 to authorize the execution of an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Natural Resources relating to Municipal Forest Fire Management.

Engineering & Works Committee – First, second and third readings:

By-Law No. 2013-87 to authorize the execution of an Agreement with Stantec Consulting Ltd. relating to the development of an Asset Management Plan.

By-Law No. 2013-103 to authorize the execution of an Agreement with Sierra Construction (Woodstock) Limited relating to the Lakeshore Drive / Pinewood Park Drive Sanitary Sewer Extension – Phase I.

MOTIONS:

Councillor Mendicino
Councillor Anthony

re 24 Hour Shifts – Firefighters
re Interest Arbitration

MOTION TO ADJOURN IN-CAMERA:

IN-CAMERA CORRESPONDENCE:

18. ***Confidential*** report from Peter Leckie dated April 2, 2013 re Property Matter.
19. ***Confidential*** report from Jerry Knox & Lea Janisse dated April 12, 2013 re Labour Relations.
20. ***Confidential*** report from David Euler dated April 12, 2013 re Litigation Matter.

MOTION TO RECONVENE:

MOTION FOR RECONSIDERATION:

GIVING NOTICE:

ADJOURNMENT:

**MINUTES OF THE REGULAR MEETING
OF CITY COUNCIL
HELD TUESDAY, APRIL 2, 2013**

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

PUBLIC PRESENTATIONS:

Andrew Lotto & Jean Guy
Belzile re AED Presentation

CORRESPONDENCE:

1866409 Ontario Limited re Rezoning, Plan of Subdivision and Plan of
Condominium applications – 750 Scollard
Street (198)

REPORTS FROM OFFICERS:

Carello, P. re Proposed Condominium Conversion – 351
Worthington Street East (205)

Carvell, D. re 2013 Capital Budget Project No. 6131TR –
Transit Building Capital Program Allocation (206)

Conrad, C. re Amendments to Delegation By-Law No.
2007-228 (204)

Conrad, C. re 2013 Capital Budget Project No. 6133GG –
City Hall Building Rehabilitation (207)

Courville, E. re Proposed Amendments to Sign By-Law No.
2006-143, as amended (208)

Fralic, K. re 2012 Update – Municipal Accessibility Plan &
Municipal Accessibility Advisory Committee (203)

Hillier, B. re Revised Notice Requirement – Rezoning &
Draft Plan of Condominium – Golden Estates
Limited – Ski Club Road (202)

Love, G. re Ministry of Natural Resources – Forest Fire
Management Agreement Renewal (200)

Love, G. re 2013 Capital Budget Project No. 6062FD -
Fire Facilities Management Program (209)

Vaughan, E. re 2013 World's Finest Show Spring Event (201)

Res. #2013-197: Moved by Councillor Bain, seconded by Councillor Maroosis
That minutes for the public meetings held on:

- Tuesday, February 19, 2013; and
- Monday, March 18, 2013

be adopted as presented.

"CARRIED"

Res. #2013-198: Moved by Councillor Mendicino, seconded by Councillor Mayne
That the Rezoning, Plan of Subdivision and Plan of Condominium
applications by 1866409 Ontario Limited – 750 Scollard Street be
received.

Councillor Koziol declared a conflict of interest as her mother-in-law owns a house on
the corner of Beattie and Vimy Streets, directly in the vicinity of the development.

"CARRIED"

Res. #2013-199: Moved by Councillor Lawlor, seconded by Councillor Anthony
That accounts totaling \$8,864,310.05 for February 2013 be approved.

"CARRIED"

Res. #2013-200: Moved by Councillor Mendicino, seconded by Councillor Mayne
That City Council authorize entering into an agreement with the Ministry of Natural Resources for the renewal of the existing Ministry agreement, as per By-Law No. 2005-18 for a City of North Bay/Ministry of Natural Resources Forest Fire Management Agreement renewal to take effect April 1st, 2013.

"CARRIED"

Res. #2013-201: Moved by Councillor Mendicino, seconded by Councillor Mayne
That the World's Finest Shows be granted exclusivity within the following defined City parkland, roadways and sidewalks for their spring show which is scheduled to take place in Lee Park on April 24 to April 28, 2013 with setup taking place April 21-23, 2013. The exclusive area is defined as Lee Park inclusive; Memorial Drive roadway and associated sidewalks along the borders of Lee Park from Stanley Street to Judge Avenue; Judge Avenue and associated sidewalks from Leask Street to Lee Avenue; Lakeshore Drive roadway and the associated sidewalks beginning at the north border of Lee Park extending to 100 meters south past the intersection at Judge Avenue.

"CARRIED"

Res. #2013-202: Moved by Councillor Mendicino, seconded by Councillor Mayne
To ensure that proper notice was given and received under the *Planning Act*, the Zoning By-Law Amendment and Plan of Condominium by Miller & Urso Surveying Inc. on behalf of Golden Estates Limited – Ski Club Road be referred to the Community Services Committee for a Public Meeting under the *Planning Act*.

"CARRIED"

Res. #2013-203: Moved by Councillor Mendicino, seconded by Councillor Mayne
That the 2012 Update – Municipal Accessibility Advisory Committee Annual Report be received and referred to the Community Services Committee.

"CARRIED"

Res. #2013-204: Moved by Councillor Lawlor, seconded by Councillor Anthony
That Council:

- 1) delegate the authority to the Chief Administrative Officer to approve temporary extensions of liquor licenses for community events, provided that the operations continue to comply with all other municipal by-laws;
- 2) delegate the authority to the City Clerk to approve requests from The Royal Canadian Legion to conduct annual Poppy Campaigns;
- 3) delegate the authority to the City Clerk to approve requests from The Salvation Army to conduct their annual Army Christmas Kettle Campaigns (except on Sundays); and

4) authorize the City Clerk to prepare the appropriate amendment to the City's Delegation By-Law.

"CARRIED"

Res. #2013-205: Moved by Councillor Mendicino, seconded by Councillor Mayne
That the Request for Exemption from the Condominium Approval process by Miller & Urso Surveying Inc. on behalf of Kenneth and Joanne Laverty for the property legally described as Registered Plan No. 10, Part of Lots 287 and 288, PIN No. 49165-0253(LT), known locally as 351 Worthington Street East in the City of North Bay, as presented on Schedules "A" and "B", attached to Report to Council CSBU 2013-42 dated March 26, 2013, be approved.

"CARRIED"

Res. #2013-206: Moved by Councillor Mendicino, seconded by Councillor Mayne
That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the 2013 Transit Building Capital Program, of the 2013 Community Services Capital Budget, Capital Budget Project No. 6131TR, at a net debenture cost of \$26,250.00.

"CARRIED"

Res. #2013-207: Moved by Councillor Lawlor, seconded by Councillor Anthony
That a Capital Expenditure By-Law be presented to City Council to authorize the City Hall Building Rehabilitation Program (On-going), being 2013 Capital Budget Project No. 6133GG, at a net debenture cost of \$87,000.00.

"CARRIED"

Res. #2013-208: Moved by Councillor Mendicino, seconded by Councillor Mayne
That Report to Council CSBU 2013-47 from Elizabeth Courville dated March 26, 2013 regarding proposed amendments to Sign By-Law 2006-143, as amended, be received and referred to the Community Services Committee for a Public Meeting.

"CARRIED"

Res. #2013-209: Moved by Councillor Mendicino, seconded by Councillor Mayne
That a Capital Expenditure By-Law be prepared for the consideration of City Council to authorize the 2013 Fire Facilities Management Program, being a 2013 Capital Budget Project No. 6062FD, at a net debenture cost of \$55,000.00.

"CARRIED"

Res. #2013-210: Moved by Councillor Lawlor, seconded by Councillor Anthony
That the following by-laws be read a first and second time:

By-Law No. 2013-70 to authorize the Sidewalk Replacement Program & Pedestrian Safety Program.

By-Law No. 2013-71 to authorize the Redundant Transformer Switch Gear and Feeds.

By-Law No. 2013-72 to authorize Hydrant and Water Valve Rehabilitation Program.

By-Law No. 2013-74 to authorize the Road Culvert Replacement and Rehabilitation Program.

By-Law No. 2013-75 to authorize the Rural Road Rehabilitation Program.

By-Law No. 2013-76 to authorize the Bridge Rehabilitation Program.

By-Law No. 2013-77 to authorize the Design Work for Next Year's Capital Works Projects.

By-Law No. 2013-78 to confirm proceedings of the Meeting of Council on March 18, 2013.

"CARRIED"

Res. #2013-211: Moved by Councillor Lawlor, seconded by Councillor Anthony That the following by-laws be read a third time and passed:

By-Law No. 2013-70 to authorize the Sidewalk Replacement Program & Pedestrian Safety Program.

By-Law No. 2013-71 to authorize the Redundant Transformer Switch Gear and Feeds.

By-Law No. 2013-72 to authorize Hydrant and Water Valve Rehabilitation Program.

By-Law No. 2013-74 to authorize the Road Culvert Replacement and Rehabilitation Program.

By-Law No. 2013-75 to authorize the Rural Road Rehabilitation Program.

By-Law No. 2013-76 to authorize the Bridge Rehabilitation Program.

By-Law No. 2013-77 to authorize the Design Work for Next Year's Capital Works Projects.

By-Law No. 2013-78 to confirm proceedings of the Meeting of Council on March 18, 2013.

"CARRIED"

Res. #2013-212: Moved by Councillor Mendicino, seconded by Councillor Mayne That the following by-law be read a first and second time:

By-Law No. 2013-79 to authorize the execution of an agreement with Mitchell Architects Inc. relating to North Bay Waterfront Commercial Attraction Feasibility Study.

Councillor Vaillancourt declared a conflict of interest as he owns a seasonal business at the Waterfront.

Councillor Lawlor declared a conflict of interest as a family member had submitted a proposal.

"CARRIED"

Res. #2013-213: Moved by Councillor Mendicino, seconded by Councillor Mayne
That the following by-law be read a third time and passed:

By-Law No. 2013-79 to authorize the execution of an agreement with Mitchell Architects Inc. relating to North Bay Waterfront Commercial Attraction Feasibility Study.

Councillor Vaillancourt declared a conflict of interest as he owns a seasonal business at the Waterfront.

Councillor Lawlor declared a conflict of interest as a family member had submitted a proposal.

"CARRIED"

Res. #2013-214: Moved by Councillor Mendicino, seconded by Councillor Mayne
That the following by-law be read a first and second time:

By-Law No. 2013-80 to authorize the execution of an agreement with Norr Limited for Architectural and Engineering Services relating to the Memorial Gardens Renovations.

"CARRIED"

Res. #2013-215: Moved by Councillor Mendicino, seconded by Councillor Mayne
That the following by-law be read a third time and passed:

By-Law No. 2013-80 to authorize the execution of an agreement with Norr Limited for Architectural and Engineering Services relating to the Memorial Gardens Renovations.

"CARRIED"

Res. #2013-216: Moved by Councillor Bain, seconded by Councillor Mendicino
WHEREAS the Honourable Jim Flaherty tabled the Government of Canada's 2013-2014 Budget, 2013 Economic Action Plan, in March 2013;

AND WHEREAS the 2013 budget focuses on infrastructure as a key foundation to economic growth. Accordingly, the government has reaffirmed its commitment to be a partner in building provincial and municipal infrastructure. This is done through the expansion of Canada's Gas Tax Fund and a 10-year Building Canada Fund.

THEREFORE be it resolved that the Council of The Corporation of the City of North Bay direct the Mayor write a letter of appreciation to the Honourable Jim Flaherty for the Government of Canada's continued investment in our community;

AND FURTHER be it resolved that a copy of the letter be forwarded to Prime Minister Stephen Harper, the leaders of the opposition, MP Jay Aspin, the Association of Municipalities of Ontario and to the Federation of Northern Ontario Municipalities.

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

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

Nays: Nil

"CARRIED"

Res. #2013-217: 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 7:52 p.m. for the following
reasons: Items #13 and #14, being personal matters about
identifiable individuals; Item #15, being the potential disposition of
lands by the Municipality; and Item #16, being the potential
acquisition of lands by the Municipality.

"CARRIED"

Res. #2013-218: Moved by Councillor Lawlor, seconded by Councillor Anthony
That Council reconvene at 8:46 p.m.

"CARRIED"

Res. #2013-219: Moved by Councillor Lawlor, seconded by Councillor Anthony
That Council appoint Adam Miller to the Municipal Accessibility
Advisory Committee for a term to expire November 30, 2014.

"CARRIED"

Res. #2013-220: Moved by Councillor Lawlor, seconded by Councillor Anthony
That Council:

- 1) accepts the resignation of Derek Shogren from the North Bay Parry
Sound District Health Unit and that Mr. Shogren be thanked for his
involvement with the Health Unit; and
- 2) appoint Councillor Tanya Vrebosch to the North Bay Parry Sound
District Health Unit for a term to expire November 30, 2014.

"CARRIED"

Res. #2013-221: Moved by Councillor Lawlor, seconded by Councillor Anthony
That 1) the City enter into an agreement with Robert John Terence
Wojick and Christine Elizabeth Wojick (also known as
Christine Elizabeth Hawley) to purchase an easement, to
demolish and construct the owner's garage and to restore
the lands at an upset limit of \$165,940.00;

- 2) the purchase price shall be paid out of Project Capital
Account #3110ST (Ski Club Road Storm Sewer);
- 3) the Mayor, City Clerk and City Solicitor execute all
documents necessary to effect the purchase; and
- 4) the by-law authorizing the easement be brought forward on
April 2, 2013.

"CARRIED"

Res. #2013-222: Moved by Councillor Lawlor, seconded by Councillor Anthony
That the following by-law be read a first and second time:

By-Law No. 2013-81 to authorize the execution of an agreement with
Robert John Terence and Christine Elizabeth Wojick relating to an
easement at 755 Ski Club Road, North Bay.

"CARRIED"

Res. #2013-223: Moved by Councillor Lawlor, seconded by Councillor Anthony
That the following by-law be read a third time and passed:

By-Law No. 2013-81 to authorize the execution of an agreement with
Robert John Terence and Christine Elizabeth Wojick relating to an
easement at 755 Ski Club Road, North Bay.

"CARRIED"

Res. #2013-224: Moved by Councillor Vaillancourt, seconded by Councillor Marosis
That this Regular Meeting of Council do now adjourn at 8:48 p.m.

"CARRIED"

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

**MINUTES OF THE PUBLIC MEETING OF
CITY COUNCIL HELD UNDER THE *DEVELOPMENT CHARGES ACT*
HELD MONDAY, APRIL 8TH, 2013**

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

1. Development Charges

Councillor Lawlor explained the purpose of the meeting.

The City Clerk advised that notice of the meeting was given by advertisements in the North Bay Nugget on the 9th day of March, 2013 and the 16th day of March, 2013.

Al Lang and Margaret Karpenko explained the purpose of the meeting.

Councillor Lawlor asked for public presentations.

Rick Miller, OLS

- 1501 Seymour Street, North Bay
- Representing the North Bay & District Home Builders Association and Development Liaison Advisory Committee ("DLAC").
- DLAC Meeting was well attended.
- The developers and home builders understand development charges and the need for them for growth related costs.
- During the last Development Charges Study in 2009 there was little participation from the DLAC and the home builders – they would request that they be included in the next study and would further request that the City's RFP for consulting services include their participation.
- Development charges are a two-fold increase – the annual increase + the construction price index increase (this is a Canada wide construction increase that does not reflect the North Bay economy/market).
- Would ask that Council not increase the development charges this year.
- The developers and home builders compete directly with West Nipissing and East Ferris (neither of which have development charges) are smaller affordable homes.
- Asked to express the concerns of the developers that Council recently waived development charges for Canadore – a student residence building being built by a private for-profit company with out of town employees and who do not pay taxes – all the profits are going out of town.
- Developers are concerned that they will not meet the anticipated 2013 housing starts – the weather is a factor. However, there have been more housing starts in East Ferris so far this year than there have been in North Bay.
- The biggest cost for developers is serving costs – it is expensive to service small subdivisions and individual lots.
- There has been an increase in the number of smaller homes in the last few years (Booth Road, Connaught Avenue, former CN lands).
- A number of available building lots are concentrated in the hands of a few developers.
- Rural lots are much cheaper than lots in North Bay.
- There are fewer available lots in North Bay and consequently the lots in North Bay are in higher demand.

- The current Development Charges By-law is outdated.
- The significant wetlands are a problem as the wetlands in the urban service area has reduced the amount of developable lands.
- Development charges can slow down growth.
- Need to pay attention to our own market/economy.
- The standpipe at the University is necessary to drive development in that area.
- Development charges have gone up four-fold in the past 10 years.
- There are a number of approved developments but they are not yet serviced.

John Wallace

- 578 Copeland Street, North Bay
- Acknowledges the difficulty that Council faces of financing the City and finding a balance.
- He is a residential land developer (Laurentian Heights Limited).
- Since 2003 they have developed 75 lots – which have increased the assessment base by \$25,500,000 resulting in over \$400,000 in taxes annually to the City.
- Developers pay for development serving but the City is forever the benefactor of the tax revenue.
- Are development charges causing the decision to build elsewhere? The City loses the development charge and the ongoing municipal tax benefits (revenues) are lost forever.
- In less than 10 years the development charges have increased by over 150%.
- Need to look at the bigger picture – including examining what is happening in the outlying areas.
- The recommendation in the Development Charges Report for a 1.6% increase doesn't mean much but the total increase has affected development and will continue to do so.
- If you look at the permits per capita – then North Bay is losing out.
- There is nothing in the report to detail how much money is in the development charges fund or what has been drawn from the fund – Council needs to know the answers to these.
- Other construction costs have not increased at the rate that development charges costs have increased
- Need to have a thorough review of the development charges – are they driving business away? What has been the impact of the development charges?
- There needs to be a balance – the right development charge balanced with the need to retain ongoing tax benefits.

BJ Szabicot

- Ferguson Street
- Representing Habitat for Humanity Blue Sky Region.
- Asks that the Council consider granting not-for-profit housing organizations/agencies such as Habitat for Humanity and HOPE a waiver of development charges.
- The benefit to the City (i.e. social costs, medical costs and the freeing up of other housing) surpasses the loss of the development charges.
- Compares this request to the consideration given to Canadore for the new residence.

**MINUTES OF THE PUBLIC MEETING OF
CITY COUNCIL HELD UNDER THE *PLANNING ACT*
HELD MONDAY, APRIL 8TH, 2013**

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

1. Trout Lake Mall Inc. – 2653 Trout Lake Road

Councillor Mendicino explained the purpose of the meeting.

The City Clerk advised that notice of the meeting was given by prepaid first class mail on the 7th day of March, 2013 to all owners of property within 120 metres of the subject property and by the posting of a placard on the subject property.

Peter Carello explained the purpose of the Official Plan Amendment and rezoning applications.

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

No public presentations were made.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

**MINUTES OF THE PUBLIC MEETING OF
CITY COUNCIL HELD UNDER THE *PLANNING ACT*
HELD MONDAY, APRIL 8TH, 2013**

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

1. Paul William Turcotte – 295 Carmichael Drive

Councillor Mendicino explained the purpose of the meeting.

The City Clerk advised that notice of the meeting was given by prepaid first class mail on the 7th day of March, 2013 to all owners of property within 120 metres of the subject property and by the posting of a placard on the subject property.

Peter Carello explained the purpose of the rezoning application.

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

1. Shirley Roy – 311 Carmichael Drive
 - Lives next door to the subject property
 - The water overflows this property
 - Understands that a culvert is to be installed
 - Her only concern is what will happen with the runoff?Alan Korell, Managing Director of Engineering, Environmental Services and Works spoke to her concerns - these concerns are being addressed by Mr. Turcotte, at his expense, and will be subject to the approval of the City's Engineering Department.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

**MINUTES OF THE PUBLIC MEETING OF
CITY COUNCIL HELD UNDER THE *PLANNING ACT*
HELD MONDAY, APRIL 8TH, 2013**

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

1. Tim Falconi & Carlo Guido – 715 High Street

Councillor Mendicino explained the purpose of the meeting.

The City Clerk advised that notice of the meeting was given by prepaid first class mail on the 19th day of March, 2013 to all owners of property within 120 metres of the subject property and by the posting of a placard on the subject property.

Peter Carello explained the purpose of the rezoning application.

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

No public presentations were made.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

**MINUTES OF THE PUBLIC MEETING OF
CITY COUNCIL HELD UNDER THE *PLANNING ACT*
HELD MONDAY, APRIL 8TH, 2013**

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

1. Nu-North Development Ltd. & Marcel Deschamps – Lakeshore Drive

Councillor Mendicino explained the purpose of the meeting.

The City Clerk advised that notice of the meeting was given by prepaid first class mail on the 19th day of March, 2013 to all owners of property within 120 metres of the subject property and by the posting of a placard on the subject property.

Peter Carello explained the purpose of the rezoning application.

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

1. Rick Miller, OLS
 - 1501 Seymour Street
 - Agent for the applicants
 - They are presently designing the draft Plan of Subdivision
 - Are working with the North Bay-Mattawa Conservation Authority regarding the Jessup's Creek floodplain
 - The property is approximately 17 acres – there will be 4 or 5 units per acre
 - The development will be completed in phases
 - There is an existing trunk sewer that runs through the property – the street will be over this sewer line.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

GENERAL GOVERNMENT COMMITTEE REPORT NO. 2013-14

April 15, 2013

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

Your Worship and Councillors:

The General Government Committee presents Report No. 2013-14 and recommends:

Final recommendations as a result of the 2013 Budget Process:

1. That the 2013 Operating Budget in the amount of \$102,438,626 (save and except the District of Nipissing Social Services Administration Board levy of \$11,065,754 and the Humane Society budget of \$338,152) with a resultant tax levy of \$75,380,830 as summarized on the attached **Schedule A**, be approved.
2. That budget adjustments summarized on the attached **Schedule B**, resulting in a net reduction in the tax levy totaling \$815,105 from the Preliminary Operating Budget, be included in the Operating Budget.
3. That the 2012 real growth in the assessment base be applied to reduce 2013 tax rates by a further 0.39%, or \$289,267.
4. That the Chief Financial Officer be authorized to process all transfers to and from reserve funds included in the 2013 Operating Budget.
5. That the levies of all Agencies, Boards and Commissions totaling \$35,004,686 as summarized on the attached **Schedule B, Page #8** be included in the tax levy.
6. That the Chief Financial Officer be authorized to transfer \$9,450,930 from the Operating Fund to the Capital Fund to finance approved capital projects that would otherwise require debenture issuance to fund (Net Capital Levy in Operating Budget). This is often referred to as the "Pay As You Go" funding for Capital Projects.
7. That Council continues to support the Long Term Tax Policy as attached in **Schedule C**.
8. The Reserve Fund Policy continues to be supported as attached in **Schedule D**.
9. That the tax rates included on **Schedule E** be adopted for the 2013 taxation year.
10. That each final tax bill clearly discloses the amount included to subsidize provincial health and social programs as described by the Association of Municipalities of Ontario as "Ontario's \$3 Billion Provincial Municipal Fiscal Gap".
11. That the due date for the final property tax installment be set at June 28th for the 2013 taxation year.
12. That the by-laws arising from this report be presented for three readings on April 15, 2013.

All of which is respectfully submitted.

	ASSENTS	DISSENTS
LAWLOR (CHAIR)	_____	_____
ANTHONY	_____	_____
BAIN	_____	_____
MAROOSIS	_____	_____
MAYOR MCDONALD	_____	_____

CITY OF NORTH BAY
2013 PROPOSED OPERATING BUDGET

TAX LEVY SUMMARY:

	2013 Budget	2012 Budget	\$ Change	% Change
General Government Committee	\$10,612,037	\$10,046,541	\$565,496	5.63%
Engineering & Works Committee	\$9,093,476	\$8,874,555	\$218,921	2.47%
Community Services Committee	\$20,670,631	\$20,273,377	\$397,254	1.96%
Agencies / Boards / Commissions	\$35,004,686	\$34,594,104	\$410,582	1.19%
Required Tax Levy	\$75,380,830	\$73,788,577	\$1,592,253	2.16%

2013 TAX RATES SUMMARY:

2013 Required Tax Levy Increase in Tax Rates	2.16%
2012 real assessment growth	-0.39%
City assessment base growth from phase-in of 4 year property re-assessment	-4.49%
2013 Tax Rates Decrease	-2.72%

Required tax levy increase of \$1,592,253 or 2.16% results from:

wage & benefit costs increasing by \$1,544,613 resulting from ...
negotiated and estimated wage settlements; increases in Government sponsored employee benefits -
Canada Pension Plan, Employment Insurance and WSIB contributions ;
increases in employer contributions to employee health and pension plans.

goods and services costs increasing by \$151,732 resulting from ...
inflationary increases in outside contract costs; higher fuel costs; higher corporate fleet maintenance
costs *partially offset by* savings and efficiencies in other goods & services expenditures.

capital and financing expenses increasing by \$193,332 resulting from ...
higher long term debt principle payments; higher contingencies *partially offset by*
Council approved one-time reduction in pay-as-you-go capital levy.

other expenses decreasing by (\$3,100)

City of North Bay's share of *Local Agencies / Boards / Commissions* budget increases totaling \$410,582:
North Bay Police Services Board, increasing by \$463,376;
District of Nipissing Social Services Administration Board (DNSSAB), decreasing by (\$185,907);
Cassellholme, East Nipissing District Home for the Aged, increasing by \$9,580;
North Bay Public Library Board, increasing by \$71,858;
North Bay / Parry Sound District Health Unit, increasing by \$21,743;
Others, increasing by \$29,932.

revenues increasing by \$704,906 resulting from ...
higher public transit revenues; methane gas sales; higher arenas revenues; higher municipal
parking lot revenues; increased use of internal fleet; *partially offset by*
lower transfers from reserves; lower Ontario Municipal Partnership Fund (OMPF) grant.

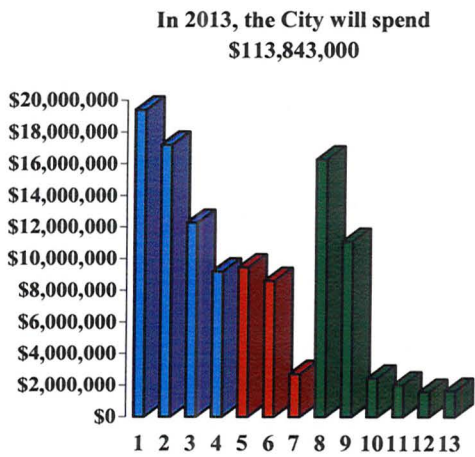
In 2013, residential taxpayers will experience a reduction in tax rates of (2.72%):

The City will generate its required \$75,380,830 tax levy revenue by:
... *multiplying the City's total property assessment base by its established tax rates* ...
The City's total property assessment base increased in 2013 as a result of:
A) real assessment growth in 2012 due to new construction and the like;
B) first year phase-in of the 2013 province-wide property assessment update.
This assessment growth will allow for a reduction in the 2013 tax rates of (2.72%).

CITY OF NORTH BAY
2013 PROPOSED OPERATING BUDGET

For the year 2013, total projected expenditures amount to \$113,842,532
a increase of \$ 2,297,159 over the 2012 Approved Operating Budget.

	2013 Budget	2012 Budget	\$ Change	% Change
Wages & Benefits	\$37,505,788	\$35,961,175	\$1,544,613	4.30%
Services & Rents	\$17,787,976	\$17,636,244	\$151,732	0.86%
Financing Expenses / Capital / Reserve	\$20,562,072	\$20,368,740	\$193,332	0.95%
Internal Transfers	\$2,982,010	\$2,985,110	(\$3,100)	-0.10%
Total City	\$78,837,846	\$76,951,269	\$1,886,577	2.45%
Agencies / Boards / Commissions	\$35,004,686	\$34,594,104	\$410,582	1.19%
Total Operating Expenditures	\$113,842,532	\$111,545,373	\$2,297,159	2.06%



51%, or over \$58,100,000 will be spent by City Business Units:

(1) ... \$19,400,000 in Engineering & Works Business Unit on:

operating, maintaining & repairing of; roads, sidewalks, drainage systems; street lights; storm sewer systems; heavy equipment & machinery; winter sanding, salting and plowing; snow removal; engineering, garbage collection & disposal, waste reduction / recycling programs.

(2) ... \$17,200,000 in Community Services Business Unit on:

city planning services; building code enforcement & administration; public transit; crossing guards; economic development; city parks, arenas, marina, leisure services, parking lots.

(3) ... \$12,300,000 in the Fire Department

(4) ... \$9,200,000 in Corporate Services Business Unit on:

council secretariat; corporate support; by-law enforcement; financial services; human resources; legal; information systems; provincial offences

18%, or over \$20,700,000, in General Government Activities

(5) ... \$9,400,000 on infrastructure investments

(6) ... \$8,600,000 on outstanding debt principle & interest payments & new hospital commitment.

(7) ... \$2,700,000 on other general government expenses

31%, or over \$35,000,000, will be spent by the local Agencies, Boards & Commissions:

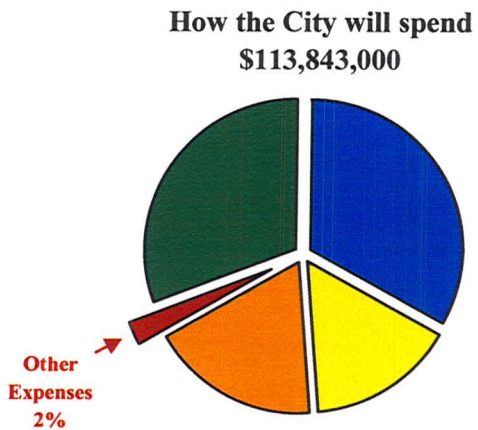
(8) ... \$16,300,000 on Police Services
(9) ... \$11,100,000 on Social Assistance/Social Housing/EMS
(10) ... \$2,400,000 at Cassellholme Home for the Aged

(11) ... \$2,000,000 at Public Library
(12) ... \$1,600,000 for Public Health
(13) ... \$1,600,000 for Other ABC

Wages & Benefit Plans ... 33% of total expenditures:
government benefits include CPP / EHT / EI / WSIB;
city benefits include OMERS pension / health / dental / LTD.

Goods & Services ... 16% of total expenditures:
maintenance and repair costs for roads, storm sewers, recreation areas; city fleet of equipment and machinery; fuel costs; electricity / natural gas costs; insurance, outside contract costs garbage & blue box collection; landfill operating; PARA; hazardous waste.

Capital & Financing Expenses ... 18% of total expenditures:
capital investments in roads and infrastructure; reserve fund transfers; principal and interest payments on outstanding debt; other capital expenses.



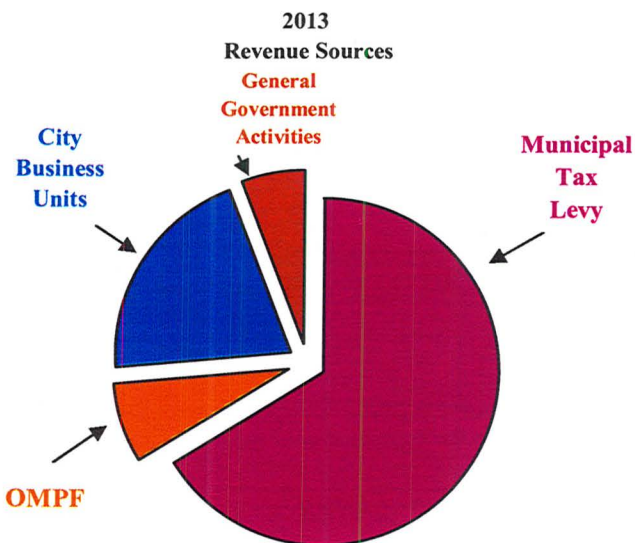
Local Agencies, Boards & Commissions 31% of total expenditures:
Social Services / Ambulance Services; Police Services; Library Services; Home for the Aged; District Health Unit; Others.

CITY OF NORTH BAY
2013 PROPOSED OPERATING BUDGET

For the year 2013, total projected revenues amount to \$113,842,532
an increase of \$2,297,159 over the 2012 Approved Operating Budget.

	2013 Budget	2012 Budget	\$ Change	% Change
Business Unit Revenues	\$23,288,710	\$22,362,156	\$926,554	4.14%
General Government Activity Revenues	\$6,684,292	\$6,785,440	(\$101,148)	-1.49%
Ontario Municipal Partnership Fund	\$8,488,700	\$8,609,200	(\$120,500)	-1.40%
Total	\$38,461,702	\$37,756,796	\$704,906	1.87%
Required Tax Levy	\$75,380,830	\$73,788,577	\$1,592,253	2.16%
Total Revenues	\$113,842,532	\$111,545,373	\$2,297,159	2.06%

In 2013 the City will need revenues of \$113,843,000 to offset its operating expenditures.



This revenue will come from the following sources:
The **Municipal Tax Levy** will generate **\$75,380,830**
or 66% of total required revenues
an increase of **\$1,592,253** or **2.16%** over 2012

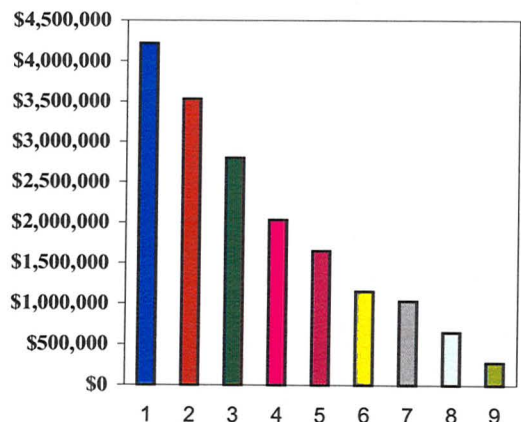
The Province of Ontario will provide **\$8,488,700**
thru the **Ontario Municipal Partnership Fund**
a decrease of **\$120,500** over 2012.

General Government Activity revenues are mostly miscellaneous tax, interest and penalty revenues.

City Business Units are projected to generate over **\$23,000,000**
from user fees, permits and licenses, internal revenues, etc.

major revenues sources are as follows:

use of corporate fleet generating \$4.2 million
ridership on public transit and PARA generating \$3.5 million
disposal of garbage at Merrick landfill generating \$2.8 million
use of arenas / athletic fields / other generating \$2.0 million
provincial offences violations generating \$1.6 million
use of city parking lots generating \$1.1 million
other waste reduction programs generating \$1.0 million
building permit fees generating \$600,000
lottery license fees generating \$300,000





Business Unit Summary

Budget Year: 2013

	2012 Actuals	2012 Budget	2013 Budget	Variance	Variance %
Community Services					
AQUATIC CENTRE	260,979	255,283	275,391	20,108	7.88%
ARENA - MEMORIAL GARDENS	627,350	709,522	690,282	(19,239)	-2.71%
ARENA - PETE PALANGIO	188,270	93,759	98,188	4,429	4.72%
ARENA - WEST FERRIS	237,079	269,509	278,126	8,617	3.20%
BUILDING	62,567	91,091	59,973	(31,118)	-34.16%
COMMUNITY SERVICES ADMIN	147,908	187,062	183,455	(3,607)	-1.93%
ECONOMIC DEVELOPMENT	593,525	623,030	642,583	19,553	3.14%
KINGS LANDING	2,558	6,300	5,131	(1,169)	-18.55%
MARINA	(576)	0	0	0	0.00%
PARKING OPERATIONS	(251,420)	(168,472)	(277,915)	(109,443)	64.96%
PARKS - OPERATIONS	3,045,999	3,091,364	3,200,795	109,431	3.54%
PARKS - SPORTS FIELD COMPLEX	152,584	168,691	99,989	(68,702)	-40.73%
PLANNING DEPARTMENT	412,545	465,559	381,714	(83,846)	-18.01%
REC, LEISURE, & CULTURAL SERVICES	617,682	641,820	655,467	13,647	2.13%
SKATEBOARD PARK	126	0	0	0	0.00%
TRANSIT	2,924,799	2,337,016	2,481,354	144,338	6.18%
Enhancements			(178,000)	(178,000)	
Total:	9,021,974	8,771,535	8,596,533	(175,002)	-2.00%
Corporate Services					
COUNCIL SECRETARIAT	833,650	864,143	894,645	30,502	3.53%
FINANCIAL SERVICES	1,553,499	1,574,162	1,644,631	70,470	4.48%
HUMAN RESOURCES	1,199,482	1,181,926	1,137,009	(44,917)	-3.80%
INFORMATION SYSTEMS	1,201,483	1,262,576	1,309,544	46,968	3.72%
LEGAL DEPARTMENT - BY-LAW	(59,625)	(18,495)	1,994	20,489	-110.78%
LEGAL DEPARTMENT - GENERAL	481,163	344,350	367,343	22,993	6.68%
LEGAL DEPARTMENT - POA	(306,411)	(281,255)	(274,480)	6,775	-2.41%
Enhancements			(62,856)	(62,856)	
Total:	4,903,240	4,927,407	5,017,831	90,424	1.84%
Engineering, Environmental & Works					
ENGINEERING SERVICES	374,275	397,494	376,022	(21,472)	-5.40%
ENVIRONMENTAL SERVICES	289,857	364,299	358,143	(6,157)	-1.69%
FLEET MANAGEMENT	(869,173)	(384,554)	(382,545)	2,009	-0.52%
ROADS DEPARTMENT	7,093,130	6,880,400	7,090,489	210,089	3.05%
STORM SEWERS	647,581	567,065	615,256	48,191	8.50%
WORKS DEPT ADMINISTRATION	988,985	1,049,851	1,056,111	6,260	0.60%
Enhancements			(20,000)	(20,000)	
Total:	8,524,656	8,874,555	9,093,476	218,920	2.47%
Fire Department					
FIRE DEPARTMENT	11,545,190	11,501,843	12,074,098	572,255	4.98%
Total:	11,545,190	11,501,843	12,074,098	572,255	4.98%
General Government Activities					
FINANCIAL EXPENSES	15,299,497	15,329,200	15,482,057	152,857	1.00%
GENERAL REVENUES	(84,685,218)	(10,963,640)	(10,652,159)	311,481	-2.84%
MAYOR & COUNCIL	307,588	349,546	350,124	579	0.17%
OFFICE OF THE CAO	487,164	404,028	414,184	10,156	2.51%
Total:	(68,590,969)	5,119,134	5,594,206	475,073	9.28%
Local Agencies, Boards & Comm.					
BOARDS & COMMISSIONS	34,589,661	34,594,104	35,004,686	410,582	1.19%
Total:	34,589,661	34,594,104	35,004,686	410,582	1.19%
Total:	(6,247)	73,788,577	75,380,830	1,592,253	2.16%
Growth:			-289,267	-289,267	
Grand Total:	(6,247)	73,788,577	75,091,563	1,302,985	1.77%



ACTIVITY SUMMARY BY COST CENTER

	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013
	Personnel	Personnel	Goods &	Goods &	Capital &	Capital &	Financing	Financing	Internal &	Internal &	Revenues	Revenues	Budget	Budget
	Costs	Costs	Services	Services	Reserves	Reserves	Costs	Costs	Other	Other				
			Costs	Costs	Costs /	Costs /			Transfers	Transfers				
					Transfers	Transfers								
Community Services														
AQUATIC CENTRE			256,283	275,391	9,000	10,000					(10,000)	(10,000)	255,283	275,391
ARENA - MEMORIAL GARDENS	714,419	728,164	402,348	410,946	37,500	57,500			26,100	26,809	(470,845)	(533,137)	709,522	690,282
ARENA - PETE PALANGIO	437,355	439,914	309,096	319,974	12,708	20,500			4,400	4,532	(669,800)	(686,732)	93,759	98,188
ARENA - WEST FERRIS	319,396	330,890	178,754	177,636	8,959	14,500			2,000	2,060	(239,600)	(246,960)	269,509	278,126
BUILDING	613,594	633,166	45,310	45,545	1,000	1,000			266,400	227,500	(835,213)	(847,238)	91,091	59,973
COMMUNITY SERVICES ADMIN	187,909	181,036	49,100	49,660							(49,947)	(47,241)	187,062	183,455
ECONOMIC DEVELOPMENT	383,580	398,383	239,450	244,200									623,030	642,583
KINGS LANDING			15,300	14,131							(9,000)	(9,000)	6,300	5,131
MARINA	84,237	83,365	190,725	171,956	45,997	27,529					(320,959)	(282,850)	0	0
PARKING OPERATIONS	228,424	233,425	442,804	418,365	1,000	1,000			1,000	1,030	(841,700)	(931,735)	(168,472)	(277,915)
PARKS - OPERATIONS	2,370,024	2,520,191	730,735	728,873	48,900	48,900			365,000	374,490	(423,295)	(471,659)	3,091,364	3,200,795
PARKS - SPORTS FIELD COMPLEX	134,458	141,429	91,400	85,839	14,000	28,500			8,500	8,721	(79,667)	(164,500)	168,691	99,989
PLANNING DEPARTMENT	578,301	500,621	34,100	34,100	1,000	2,000					(147,842)	(155,007)	465,559	381,714
REC, LEISURE, & CULTURAL SERVICES	502,620	515,767	125,716	123,100	1,000	1,000			50,000	50,000	(37,516)	(34,400)	641,820	655,467
SKATEBOARD PARK														
TRANSIT	3,298,932	3,416,282	2,814,567	2,921,298	1,000	1,000			184,400	189,672	(3,961,883)	(4,046,898)	2,337,016	2,481,354
Enhancements				(38,000)								(140,000)		(178,000)
Total:	9,853,249	10,122,633	5,925,688	5,983,014	182,064	213,429	0	0	907,800	884,814	(8,097,267)	(8,607,357)	8,771,535	8,596,533
Corporate Services														
COUNCIL SECRETARIAT	918,358	951,094	538,795	537,681	83,300	81,000					(676,310)	(675,130)	864,143	894,645
FINANCIAL SERVICES	2,120,697	2,212,479	138,300	134,850	5,800	4,000					(690,635)	(706,698)	1,574,162	1,644,631
HUMAN RESOURCES	929,786	899,339	210,200	194,576	121,000	121,000					(79,060)	(77,906)	1,181,926	1,137,009
INFORMATION SYSTEMS	1,099,424	1,288,616	606,300	602,300	0	1,000					(443,148)	(582,372)	1,262,576	1,309,544
LEGAL DEPARTMENT - BY-LAW ENFORCEMENT	152,705	157,994	133,800	145,000	1,000	1,000					(306,000)	(302,000)	(18,495)	1,994
LEGAL DEPARTMENT - GENERAL	311,718	285,444	256,200	258,200	1,000	1,000					(224,568)	(177,301)	344,350	367,343
LEGAL DEPARTMENT - POA	548,576	575,379	555,813	528,396	1,056	1,056	17,000	17,000	246,300	253,689	(1,650,000)	(1,650,000)	(281,255)	(274,480)
Enhancements		(62,856)												(62,856)
Total:	6,081,264	6,307,489	2,439,408	2,401,003	213,156	210,056	17,000	17,000	246,300	253,689	(4,069,721)	(4,171,407)	4,927,407	5,017,831

SCHEDULE "A" PAGES TO GENERAL GOVERNMENT COMMITTEE REPORT NO. 2013-14



ACTIVITY SUMMARY BY COST CENTER

	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013
	Personnel	Personnel	Goods &	Goods &	Capital &	Capital &	Financing	Financing	Internal &	Internal &	Revenues	Revenues	Budget	Budget
	Costs	Costs	Services	Services	Reserves	Reserves	Costs	Costs	Other	Other				
			Costs	Costs	Costs /	Costs /			Transfers	Transfers				
Engineering, Environmental & Works														
ENGINEERING SERVICES	1,415,039	1,409,451	31,500	25,580	2,000	2,000			53,100	54,500	(1,104,145)	(1,115,509)	397,494	376,022
ENVIRONMENTAL SERVICES	687,084	717,779	3,388,467	3,497,916	189,700	189,700	12,500	2,500	13,700	14,050	(3,927,152)	(4,063,802)	364,299	358,143
FLEET MANAGEMENT	2,031,923	2,123,344	1,866,458	1,925,346	5,000	5,000					(4,287,935)	(4,436,235)	(384,554)	(382,545)
ROADS DEPARTMENT	3,206,468	3,321,440	2,260,122	2,316,117					1,563,110	1,603,907	(149,300)	(150,975)	6,880,400	7,090,489
STORM SEWERS	295,770	355,081	181,200	170,099					165,500	164,900	(75,405)	(74,824)	567,065	615,256
WORKS DEPT ADMINISTRATION	968,441	999,644	521,100	509,271	4,120	4,120			6,000	6,150	(449,810)	(463,074)	1,049,851	1,056,111
Enhancements				(20,000)										(20,000)
Total:	8,604,725	8,926,739	8,248,847	8,424,329	200,820	200,820	12,500	2,500	1,801,410	1,843,507	(9,993,747)	(10,304,419)	8,874,555	9,093,476
Fire Department	10,780,747	11,403,978	897,517	850,648	25,000	25,000					(201,421)	(205,528)	11,501,843	12,074,098
Activities														
FINANCIAL EXPENSES		81,723	11,400	27,400	10,129,265	9,893,231	8,612,935	9,023,456	29,600		(3,454,000)	(3,543,753)	15,329,200	15,482,057
GENERAL REVENUES			2,000	1,500	975,000	975,580					(11,940,640)	(11,629,239)	(10,963,640)	(10,652,159)
MAYOR & COUNCIL	257,162	264,692	91,384	84,432	1,000	1,000							349,546	350,124
OFFICE OF THE CAO	384,028	398,534	20,000	15,650									404,028	414,184
Total:	641,190	744,949	124,784	128,982	11,105,265	10,869,811	8,612,935	9,023,456	29,600	0	(15,394,640)	(15,172,992)	5,119,134	5,594,206
Local Agencies, Boards & Commissions									34,594,104	35,004,686			34,594,104	35,004,686
Sub Total:	35,961,175	37,505,788	17,636,244	17,787,976	11,726,305	11,519,116	8,642,435	9,042,956	37,579,214	37,986,696	(37,756,796)	(38,461,703)	73,788,578	75,380,830
Growth:											-289267	0	-289267	
Grand Total:	35,961,175	37,505,788	17,636,244	17,787,976	11,726,305	11,519,116	8,642,435	9,042,956	37,579,214	37,986,696	(37,756,796)	(38,750,970)	73,788,578	75,091,563

CITY OF NORTH BAY
2013 COMMITTEE RECOMMENDED OPERATING BUDGET
SUMMARY with Enhancements

	2013 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjustments	Revenue Adjustments	Enhancements	Total Proposed Changes	2013 Committee Recommended	2012 Approved Budget	\$ Incr.	% Incr.
Corporate Services	\$5,063,521	\$0	\$17,166	\$0	\$0	(\$62,856)	(\$45,690)	\$5,017,831	\$4,927,407	\$90,424	1.84%
Engineering, Environmental Services & Works	\$9,333,043	(\$30,000)	(\$204,547)	\$0	\$14,980	(\$20,000)	(\$239,567)	\$9,093,476	\$8,874,555	\$218,921	2.47%
Community Services	\$8,903,062	(\$113,729)	(\$9,800)	\$0	(\$5,000)	(\$178,000)	(\$306,529)	\$8,596,533	\$8,771,534	(\$175,001)	-2.00%
Fire Department	\$12,185,574	(\$111,476)	\$0	\$0	\$0	\$0	(\$111,476)	\$12,074,098	\$11,501,843	\$572,255	4.98%
General Government Activities	\$14,007,906	\$0	\$75,000	\$0	\$0	\$0	\$75,000	\$14,082,906	\$13,728,334	\$354,572	2.58%
Total City	\$49,493,106	(\$255,205)	(\$122,181)	\$0	\$9,980	(\$260,856)	(\$628,262)	\$48,864,844	\$47,803,673	\$1,061,171	2.22%
Less Ontario Municipal Partnership Funding	(\$8,488,700)	\$0	\$0	\$0	\$0	\$0	\$0	(\$8,488,700)	(\$8,609,200)	\$120,500	-1.40%
Net Total City	\$41,004,406	(\$255,205)	(\$122,181)	\$0	\$9,980	(\$260,856)	(\$628,262)	\$40,376,144	\$39,194,473	\$1,181,671	3.01%
Net Local Agencies, Boards and Commissions	\$35,191,529	\$0	(\$186,843)	\$0	\$0	\$0	(\$186,843)	\$35,004,686	\$34,594,104	\$410,582	1.19%
Required Tax Levy	\$76,195,935	(\$255,205)	(\$309,024)	\$0	\$9,980	(\$260,856)	(\$815,105)	\$75,380,830	\$73,788,577	\$1,592,253	2.16%
								ESTIMATED 2012 Assessment Base Real Growth (Excluding Effects of Market Value Re-Assessment)	(\$289,267)		
								\$75,091,563	\$73,788,577	\$1,302,986	1.77%

SUMMARY
 2013 COMMITTEE RECOMMENDED OPERATING BUDGET
 GENERAL GOVERNMENT COMMITTEE - CORPORATE SERVICES

<i>Corporate Services Business Unit:</i>	2013 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjustments	(Revenue) Adjustments	Total Proposed Changes	2013 Committee Recommended	2012 Approved Budget			
									\$ Incr.	% Incr.	
Council Secretariat	\$893,979		\$666			\$666	\$894,645	\$864,143	\$30,502	3.53%	
Financial Services	\$1,644,631					\$0	\$1,644,631	\$1,574,162	\$70,469	4.48%	
Human Resources	\$1,137,009					\$0	\$1,137,009	\$1,181,926	(\$44,917)	-3.80%	
Information Systems	\$1,309,544					\$0	\$1,309,544	\$1,262,576	\$46,968	3.72%	
Legal Department - By-Law	\$1,994					\$0	\$1,994	(\$18,495)	\$20,489	-110.78%	
Legal Department - General	\$367,343					\$0	\$367,343	\$344,350	\$22,993	6.68%	
POA / Other Activities	(\$290,980)		\$16,500			\$16,500	(\$274,480)	(\$281,255)	\$6,775	-2.41%	
Total Corporate Services Business Unit	\$5,063,521	\$0	\$17,166	\$0	\$0	\$17,166	\$5,080,686	\$4,927,407	\$153,279	3.11%	
<i>2013 Preliminary Budget Adjustments</i>		\$17,166									
<i>2013 Proposed Changes / Enhancements:</i>							(\$62,856)				
<i>Student Budget</i>								\$5,017,830	\$4,927,407	\$90,423	1.84%
<i>Customer Service Model</i>											
Total Corporate Services Business Unit Changes											

SUMMARY
2013 COMMITTEE RECOMMENDED OPERATING BUDGET
ENGINEERING and WORKS COMMITTEE

	2013 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjustments	(Revenue) Adjustments	Total Proposed Changes	2013 Committee Recommended	2012 Approved Budget	\$ Incr.	% Incr.
Engineering Services	\$376,022					\$0	\$376,022	\$397,494	(\$21,472)	-5.40%
Environmental Services	\$368,143					(\$10,000)	\$358,143	\$364,299	(\$6,156)	-1.69%
Pg. 192 Haz Waste Disposal - #3409			(\$49,000)							
Pg. 192 Donations/Grants - #0995					\$49,000					
Pg. 197 Tip Fee Waiver - #4311			(\$10,000)							
Fleet Management	(\$382,545)					\$0	(\$382,545)	(\$384,554)	\$2,009	-0.52%
Roads	\$7,090,056					(\$209,567)	\$7,090,489	\$6,880,400	\$210,089	-3.05%
Pg. 215 Other Sales - #0450					(\$34,020)					
Pg. 217 Hydro - #2701			(\$115,547)							
Pg. 217 Construction Contract - #3425			(\$10,000)							
Pg. 219 Overtime - #1101		(\$30,000)								
Pg. 219 Misc Material - #2099			(\$20,000)							
Storm	\$615,256					\$0	\$615,256	\$567,065	\$48,191	8.50%
Works Department	\$1,056,111					\$0	\$1,056,111	\$1,049,851	\$6,260	0.60%
Total Engineering & Works Committee	\$9,333,043	(\$30,000)	(\$204,547)	\$0	\$14,980	(\$219,567)	\$9,113,476	\$8,874,555	\$238,921	2.69%
<i>2013 Preliminary Budget Adjustments</i>		(\$219,567)								
<i>2013 Proposed Changes / Enhancements:</i>										
<i>Reduce Garbage Pickup to 4 days</i>		(\$20,000)								
							\$9,093,476	\$8,874,555	\$218,921	2.47%
Total Engineering, Environmental & Works Business Unit Changes		(\$239,567)								

SUMMARY
 2013 COMMITTEE RECOMMENDED OPERATING BUDGET
 COMMUNITY SERVICES COMMITTEE

Community Services Business Unit:	2013 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjustments	(Revenue) Adjustments	Total Proposed Changes	2013 Committee Recommended	2012 Approved Budget	\$ Incr. % Incr.	
									\$ Incr.	% Incr.
Aquatic Centre	\$275,391					\$0	\$275,391	\$255,283	\$20,108	7.88%
Arena - Memorial Gardens Pg. 9 Telephone - #3010	\$700,082		(\$9,800)			(\$9,800)	\$690,282	\$709,522	(\$19,240)	-2.71%
Arena - Palangio	\$98,188					\$0	\$98,188	\$93,759	\$4,429	4.72%
Arena - West Ferris	\$278,126					\$0	\$278,126	\$269,509	\$8,617	3.20%
Kings Landing	\$5,131					\$0	\$5,131	\$6,300	(\$1,169)	-18.56%
Marina	\$0					\$0	\$0	\$0	\$0	n/a
Parking Pg. 42 Meter Revenue - #0815	(\$272,915)				(\$5,000)	(\$5,000)	(\$277,915)	(\$168,472)	(\$109,443)	64.96%
Parks - Operations	\$3,200,795					\$0	\$3,200,795	\$3,091,364	\$109,431	3.54%
Parks - Sports Complex	\$99,989					\$0	\$99,989	\$168,691	(\$68,702)	-40.73%
Recreation & Leisure Services Pg. 79 Wages & Benefits - #1001 & #1801	\$658,264	(\$2,797)				(\$2,797)	\$655,467	\$641,820	\$13,647	2.13%
Skateboard Park	\$0					\$0	\$0	\$0	\$0	#DIV/0!

SUMMARY
2013 COMMITTEE RECOMMENDED OPERATING BUDGET
COMMUNITY SERVICES COMMITTEE

<i>Community Services Business Unit:</i>	2013 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjustments	(Revenue) Adjustments	Total Proposed Changes	2013 Committee Recommended	2012 Approved Budget	\$ Incr.	% Incr.
Building	\$59,973					\$0	\$59,973	\$91,091	(\$31,118)	-34.16%
Community Service Admin	\$183,455					\$0	\$183,455	\$187,062	(\$3,607)	-1.93%
Economic Development Pg. 108 Wages & Benefits - #1001 & #1801	\$633,337	\$9,246				\$9,246	\$642,583	\$623,030	\$19,553	3.14%
Planning Pg. 108 Wages & Benefits - #1001 & #1801	\$501,892	(\$120,178)				(\$120,178)	\$381,714	\$465,559	(\$83,845)	-18.01%
Transit	\$2,481,354					\$0	\$2,481,354	\$2,337,016	\$144,338	6.18%
Total Community Services Business Unit	\$8,903,062	(\$113,729)	(\$9,800)	\$0	(\$5,000)	(\$128,529)	\$8,774,533	\$8,771,534	\$2,999	0.03%

<i>2013 Preliminary Budget Adjustments</i>	(\$128,529)	<i>2013 Proposed Changes / Enhancements</i>	(\$178,000)
<i>2013 Proposed Changes / Enhancements:</i>			
<i>Trappers Agreement</i>	(\$30,000)		\$8,596,533
<i>Transit Fares</i>	(\$125,000)		\$8,771,534
<i>OHL Agreement</i>	(\$15,000)		(\$175,001)
<i>Transit Route Change</i>	(\$8,000)		-2.00%
<i>2012 Proposed Changes / Enhancements</i>	(\$178,000)		
Total Community Services Business Unit Enhancements	(\$306,529)		

SUMMARY
 2013 COMMITTEE RECOMMENDED OPERATING BUDGET
 COMMUNITY SERVICES COMMITTEE - FIRE DEPARTMENT

<i>Fire Department</i>	2013 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjustments	(Revenue) Adjustments	Total Proposed Changes	2013 Committee Recommended	2012 Approved Budget	\$ Incr. % Incr.	
									\$ Incr.	% Incr.
Administration Pg. 240 Wages & Benefits - #1001 & #1801	\$11,598,151	(\$111,476)				(\$111,476)	\$11,486,675	\$10,902,712	\$583,963	5.36%
Stations	\$140,539					\$0	\$140,539	\$147,900	(\$7,361)	-4.98%
Fire Prevention	\$26,000					\$0	\$26,000	\$26,000	\$0	0.00%
Training	\$43,000					\$0	\$43,000	\$46,000	(\$3,000)	-6.52%
Fire Fleet	\$348,384					\$0	\$348,384	\$345,231	\$3,153	0.91%
Community Emergency Plan	\$29,500					\$0	\$29,500	\$34,000	(\$4,500)	-13.24%
Total Fire Department	\$12,185,574	(\$111,476)	\$0	\$0	\$0	(\$111,476)	\$12,074,098	\$11,501,843	\$572,255	4.98%

2013 Proposed Changes / Enhancements: \$0

2013 Preliminary Budget Adjustments	(\$111,476)
2013 Proposed Changes / Enhancements:	
Fire Department Adjustments	(\$111,476)

\$12,074,098	\$11,501,843	\$572,255	4.98%
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SUMMARY
 2013 COMMITTEE RECOMMENDED OPERATING BUDGET
 GENERAL GOVERNMENT COMMITTEE - GENERAL GOVERNMENT

<i>General Government Activities:</i>	2013 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjustments	(Revenue) Adjustments	Total Proposed Changes	2013 Committee Recommended	2012 Approved Budget	\$ Incr. % Incr.	
									\$ Incr.	% Incr.
Mayor & Council	\$350,124					\$0	\$350,124	\$349,546	\$578	0.17%
CAO'S Office	\$414,184					\$0	\$414,184	\$404,028	\$10,156	2.51%
Financial Expenses	\$15,407,057		\$75,000			\$75,000	\$15,482,057	\$15,329,200	\$152,857	1.00%
General Revenues	(\$2,163,459)					\$0	(\$2,163,459)	(\$2,354,440)	\$190,981	-8.11%
Total General Government Activities	\$14,007,906	\$0	\$75,000	\$0	\$0	\$75,000	\$14,082,906	\$13,728,334	\$354,572	2.58%

2013 Preliminary Budget Adjustments
 2013 Proposed Changes / Enhancements:

\$75,000

2013 Proposed Changes / Enhancements \$0

\$14,082,906	\$13,728,334	\$354,572	2.58%
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Total General Government Business Unit Changes \$75,000

SUMMARY
2013 COMMITTEE RECOMMENDED OPERATING BUDGET
LOCAL AGENCIES, BOARDS & COMMISSIONS

	2013 Preliminary Budget	Wage & Benefit Adjustments	Goods & Services Adjustments	Capital Expenses Adjs.	Revenue Adjs.	Total Proposed Changes	2013 Committee Recommended	2012 Approved Budget	\$ Incr. % Incr.	
									\$ Incr.	% Incr.
District of Nipissing Social Services Administration	\$11,251,661		(\$185,907)			(\$185,907)	\$11,065,754	\$11,251,661	(\$185,907)	-1.65%
North Bay Police Services	\$16,202,538		\$68,192			\$68,192	\$16,270,730	\$15,807,354	\$463,376	2.93%
9-1-1 Emergency Services						\$0	\$0		\$0	
Total North Bay Police Services	\$16,202,538					\$68,192	\$16,270,730	\$15,807,354	\$463,376	2.93%
Cassellholme	\$2,502,924		(\$51,467)			(\$51,467)	\$2,451,457	\$2,441,877	\$9,580	0.39%
North Bay Public Library Board	\$2,027,418		(\$251)			(\$251)	\$2,027,167	\$1,977,969	\$49,198	2.49%
Less: Transfer From Development Reserve Fund						\$0	\$0	(\$22,660)	\$22,660	-100.00%
Net Library Board Levy	\$2,027,418					(\$251)	\$2,027,167	\$1,955,309	\$71,858	3.68%
North Bay / Parry Sound District Health	\$1,571,274		(\$9,066)			(\$9,066)	\$1,562,208	\$1,540,465	\$21,743	1.41%
Municipal Property Assessment Corporation	\$649,956		(\$7,474)			(\$7,474)	\$642,482	\$634,103	\$8,379	1.32%
North Bay / Mattawa Conservation Authority	\$317,950		(\$2,394)			(\$2,394)	\$315,556	\$310,198	\$5,358	1.73%
Capitol Centre	\$312,743		\$1,524			\$1,524	\$314,267	\$305,115	\$9,152	3.00%
Humane Society	\$338,152					\$0	\$338,152	\$331,522	\$6,630	2.00%
Golden Age Club	\$16,913					\$0	\$16,913	\$16,500	\$413	2.50%
DIA	\$112,477					\$0	\$112,477	\$112,477	\$0	0.00%
DIA Taxation	(\$112,477)					\$0	(\$112,477)	(\$112,477)	\$0	0.00%
Net DIA Levy	\$0					\$0	\$0	\$0	\$0	
Total Local Agencies, Boards and Commissions	\$35,191,529	\$0	(\$186,843)	\$0	\$0	(\$186,843)	\$35,004,686	\$34,594,104	\$410,582	1.19%

The Corporation of the City of North Bay

FINANCIAL SERVICES POLICY	SECTION: FINANCIAL PLANNING
	APPROVED: OCTOBER 2010
	SUBJECT: LONG TERM TAX POLICY POLICY 2010-00

PURPOSE

The purpose of the City of North Bay Long Term Tax Policy is to establish a framework for tax ratio, tax capping and Tax Policy Development Reserve Fund goals over a twenty-five year period.

LEGISLATIVE AUTHORITY

Tax Policy considerations and programs are mandatory and legislated by *The Municipal Act, 2001, S.O. 2001, c.25* and associated tax policy/capping related regulations.

The Tax Policy Development Reserve Fund is not a legislative requirement.

GOALS AND OBJECTIVES

The goals and objectives of the Long Term Tax Policy include,

1. To reduce the tax ratios for the Multi-Residential and Commercial Classes to 1.400 over a twenty-five year period;
2. To reduce tax ratios only if the tax burden shift can be offset by *real assessment growth*;
3. To consider each year to transfer "excess" supplementary taxes in the Multi-Residential and Commercial classes to a Tax Policy Development Reserve Fund;

4. To accelerate the movement toward full Current Value Assessment for all properties in the capped classes utilizing the capping options available;
5. To fund the cost of mandatory capping program within each class by limiting assessment related tax reductions that would otherwise benefit other properties (claw-backs);
6. To consider annually the options to fund a portion of the cost of the mandatory capping program from the Tax Policy Development Reserve Fund.

ROLES AND RESPONSIBILITIES

Chief Financial Officer is responsible to:

1. Ensure goals and objectives of the Policy are being met and adhered to.
2. Confirm Real Growth calculations
3. Ensure that all authorizations required for the tax policy program and use of the reserve fund are received.
4. Sign all Tax Policy related reports to Council.

Chief Administrative Officer is responsible to:

1. Sign all Tax Policy related reports to Council.

City Council is responsible to:

1. Review the Long-Term Tax Policy annually.
2. Authorize by by-law the Tax Policy Program as it relates to tax ratios and the mandatory tax capping program.
3. Consider and authorize the transfer of excess supplementary revenue to the Tax Policy Development Reserve Fund.
4. Authorize the use of the Tax Policy Development Reserve Fund to fund a portion of the cost of the mandatory capping program.

IMPLEMENTATION

The implementation of the Long Term Tax Policy includes:

1. Enactment of by-laws as follows:

- i. Adoption of tax ratios
- ii. Adoption of Optional Tools for the Capping Program
- iii. Establish decrease limits for claw back properties
- iv. Adoption of New Construction Thresholds

2. Resolutions for:

- i. Transfer from the Tax Policy Development Reserve Fund for costs related to funding the legislated caps if required
- ii. Transfer to reserve of excess supplementary revenue if required

The implementation of this Policy shall be considered a long term goal over a period of up to twenty-five years.

The implementation of this Policy shall be considered as a key component of the City of North Bay's Long Term Financial Plan.

DEFINITIONS

Current Value Assessment:

In general terms "Current Value Assessment" (CVA) is the amount of money a property would realize if sold at arm's length by a willing seller to a willing buyer.

Tax Ratio

A "tax ratio" determines the relative tax burden to be borne by each property class and expresses the relationship that each property class bears to the tax rate for the residential class.

Tax Policy Development Reserve Fund

The Tax Policy Development Reserve Fund is funded from the excess supplementary revenue from the Multi-Residential and Commercial tax classes and is established in a specific resolution.

Tax Capping Program

Tax capping limits increases in taxes in the Multi-Residential, Commercial and Industrial tax classes resulting from reassessment or class changes to a level adopted annually by Council, but to a minimum of 5% from the previous year's adjusted taxes.

Clawback

Clawback's are tax decreases in the Multi-Residential, Commercial and Industrial tax classes that may be utilized to fund the tax capping program.

Optional Tools

Optional tools are tools provided by the provincial government which gives municipalities the opportunity to bring all classes of properties to Current Value Assessment more quickly.

Municipal Property Assessment Corporation (MPAC)

MPAC administers a uniform, province-wide property assessment system based on current value assessment in accordance with the provisions of the Assessment Act. It provides municipalities with a range of services, including the preparation of annual assessment rolls used by municipalities to calculate property taxes and municipal enumerations in order to prepare the Preliminary List of Electors during an election year.

New Construction Thresholds

Is the average tax level new construction properties pay in relation to comparable properties compiled by Municipal Property Assessment Corporation (MPAC) and as adopted by Council by by-law annually.

Supplementary Assessment

Supplementary assessment is new assessment compiled by MPAC resulting from an increase in value of properties for new buildings or structures, alterations/additions to buildings or structures or new lots created by subdivision/condo plans and splits.

Supplementary Taxes

Are taxes generated from the supplementary assessment roll.

Real Assessment Growth

Real Assessment Growth means new assessment which is generated by supplementary assessment roll(s) resulting from an increase in value of properties for; new buildings or structures, alterations/additions to buildings or structures and new lots created by subdivision/condominium plans and severances and netted by assessment reductions resulting from assessment appeals.

The Corporation of the City of North Bay

FINANCIAL SERVICES POLICY	SECTION: FINANCIAL PLANNING
	APPROVED: JANUARY 2010
	SUBJECT: RESERVE FUND
	POLICY 5-04

PURPOSE

The purpose of the City of North Bay Reserve Fund Policy is to establish the framework and outline requirements for establishing reserve funds, authorizations required for use of reserve funds, and for reporting requirements to City Council.

SCOPE OF POLICY

This policy applies to all Business Units.

LEGISLATIVE AUTHORITY

This policy is not a legislative requirement. There are a number of legislated Obligatory Reserve Funds governed by various legislations. Section 417 of the Municipal Act, 2001 governs Discretionary Reserve Funds.

GOALS AND OBJECTIVES

The goals and objectives of the Reserve Fund Policy include,

1. To stabilize tax rates;
2. To reduce the risks to the taxpayer of significant budget impacts arising from uncontrollable events and activities;
3. To provide a source of funding for capital projects or major capital equipment requirements, which are not included in approved Capital Budgets and can not be reasonably funded by delaying a lower priority capital project;

4. To provide a source of funding for an operating expenditure, including small capital, not in approved Operating Budget allocations;
5. To maintain a level of reserves that would reduce the City's exposure to external shocks and, if possible, increase to levels comparable to other Ontario Municipalities.

ROLES AND RESPONSIBILITIES

Chief Financial Officer is responsible to:

1. Ensure that all authorizations required for the establishment and uses of reserves and reserve funds are received.
2. Provide an annual report to City Council by June 30 of each year. The report shall cover the previous fiscal year as at December 31, and outline:
 - a. The following information for each reserve and reserve fund:
 - i. a description of the purpose
 - ii. background information on the establishment
 - iii. legislative authority
 - iv. restrictions
 - v. origin and ongoing funding sources
 - vi. summary of the activity during the year including details of authorizations
 - vii. comments and recommendations
 - b. A summary of reserve and reserve fund balances including projected balances for the current year-end based on the most current information available.
 - c. An annual report with recommendations

Managing Director is responsible to:

1. Ensure that reports to City Council or CAO that include recommendations to establish or use reserve funds are referred to the CFO for consideration under this policy.

Chief Administrative Officer is responsible to:

1. Ensure that all reports to City Council that include recommendations to establish or use reserve funds have been reviewed by the CFO for consideration under this policy.

City Council is responsible to:

1. Review the Reserve Fund Policy at least once during each term of office.
2. *Authority to establish new reserves and reserve funds:* City Council must approve any new discretionary reserve fund by resolution. Alternatively a new reserve fund may be established with the approval of the Operating Budget by specific reference within the budget detail.
3. *Authority to transfer funds to reserve funds:* Transfers into a reserve fund must be approved by City Council. Approval may be granted by specific resolution, by policy approved by City Council or by specifically approved budget allocations.
4. *Authority to use reserve funds:* Authorities to use reserve fund must be approved by City Council. Approval may be granted by specific resolution, by policy approved by City Council or by specifically

IMPLEMENTATION

- A. The implementation of the Reserve Fund Policy will be accomplished in part by establishing target levels as follows:
 1. *The Tax Rate Stabilization Reserve Fund* target level should be maintained at a level between 3% and 5% of the total municipal tax levy. The CFO shall prepare a 10-year forecast each year to demonstrate how this target can be reached or maintained.
 2. *The Operating Stabilization Reserve Funds:* The CFO/Senior Management Team shall identify Operating Budgets with significant risks that could cause expenditure or revenue budgets to vary from the five-year indexed average by more than 20% and include enhancement proposals in the Operating Budget for consideration by City Council. The Operating Budget detail sheets for each identified activity shall include a summary to demonstrate how this target can be reached or maintained. The target level for these Operating Budget Stabilization Reserve Funds should total at least 5% of total operating budget expenditures.
 3. *Discretionary Capital Reserve Funds:* The target level for discretionary reserve funds identified for capital works should total at least 40 % of the Capital Funding Policy Expenditure Limit.
 4. *Other Discretionary reserve funds* identified for unbudgeted Operating Budget expenditures should total at least 1% of the approved Operating Budget.

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5. *Total Discretionary reserve funds* balances should total at least between a level equal to 30% of the total municipal tax levy and \$500 per capita.
- B. The implementation of this policy shall be considered as a long term goal over a period of up to twenty years.
 - C. The implementation of this policy shall be considered as a key component of the City of North Bay Long Term Financial Plan.

DEFINITIONS

Reserve

A "reserve" is a discretionary appropriation from net revenue, after provision has been made for all known expenditures. It has no reference to any specific asset and does not require the physical segregation of money or assets as in the case of a reserve fund.

Reserve Fund

A reserve fund that is funded from the revenue fund is normally established in the estimates by-law with a complementary by-law or resolution outlining its operational elements. A reserve fund that is funded from other sources is normally established in a specific by-law or resolution that also outlines its operational elements.

A reserve fund differs from a reserve in that reserve fund assets are segregated and restricted to meet the purpose of the reserve fund. There are two types of reserve funds, obligatory reserve funds and discretionary reserve funds.

Obligatory Reserve Fund

"Obligatory Reserve Fund" is created whenever a statute requires revenue received for special purposes to be segregated from the general revenues of the municipality. Obligatory Reserve Funds are to be used solely for the purpose prescribed for them by statute.

Discretionary Reserve Fund

"Discretionary Reserve Fund" is created under Section 417 of the *Municipal Act* whenever a Council wishes to designate revenues to finance a future expenditure for which it has the authority to spend money, and to set aside a certain portion of any year's revenues so that the funds are available as required. In accordance with Section 417, municipalities should create new reserve funds (or additional allocations to reserve funds) through the estimates process, defining the purpose for which the reserve fund is being created.

CITY OF NORTH BAY
2012 / 2013 TAX RATES

Assessment Class	2012 Tax Rate Percentages			2013 Tax Rate Percentages			Percentage Decrease		
	Municipal Rate	Education Rate	Total Rate	Municipal Rate	Education Rate *	Total Rate	Municipal Rate	Education Rate *	Total Rate
Residential	1.406371%	0.221000%	1.627371%	1.368068%	0.212000%	1.580068%	-2.72%	-4.07%	-2.91%
Multi-Residential	3.101611%	0.221000%	3.322611%	3.017137%	0.212000%	3.229137%	-2.72%	-4.07%	-2.81%
Commercial Occupied	2.647072%	1.260000%	3.907072%	2.574977%	1.260000%	3.834977%	-2.72%	0.00%	-1.85%
Commercial Vacant	1.852950%	0.882000%	2.734950%	1.802484%	0.882000%	2.684484%	-2.72%	0.00%	-1.85%
Industrial Occupied	1.968919%	1.260000%	3.228919%	1.915295%	1.260000%	3.175295%	-2.72%	0.00%	-1.66%
Industrial Vacant	1.378244%	0.882000%	2.260244%	1.340707%	0.882000%	2.222707%	-2.72%	0.00%	-1.66%
Pipelines	1.639266%	1.109444%	2.748710%	1.594620%	1.091118%	2.685738%	-2.72%	-1.65%	-2.29%
Farmlands	0.210956%	0.055250%	0.266206%	0.205210%	0.053000%	0.258210%	-2.72%	-4.07%	-3.00%
Managed Forests	0.351593%	0.055250%	0.406843%	0.342017%	0.053000%	0.395017%	-2.72%	-4.07%	-2.91%

GENERAL GOVERNMENT COMMITTEE REPORT NO. 2013-15

April 15, 2013

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

Your Worship and Councillors:

The General Government Committee presents Report No. 2013-15 and recommends:

1. That the 2013 Operating Budget in the amount of \$338,152 for the Humane Society be approved.

All of which is respectfully submitted.

	ASSENTS	DISSENTS
LAWLOR (CHAIR)	_____	_____
ANTHONY	_____	_____
BAIN	_____	_____
MAROOSIS	_____	_____
MAYOR McDONALD	_____	_____

GENERAL GOVERNMENT COMMITTEE REPORT NO. 2013-16

April 15, 2013

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

Your Worship and Councillors:

The General Government Committee presents Report No. 2013-16 and recommends:

1. That the City of North Bay's share of the District of Nipissing Social Services Administration Board 2013 Operating Budget in the amount of \$11,065,754 be approved.

All of which is respectfully submitted.

	ASSENTS	DISSENTS
LAWLOR (CHAIR)	_____	_____
ANTHONY	_____	_____
BAIN	_____	_____
MAROOSIS	_____	_____
MAYOR McDONALD	_____	_____

COMMUNITY SERVICES COMMITTEE REPORT NO. 2013-06

April 15, 2013

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

Your Worship and Councillors:

The Community Services Committee presents Report No. 2013-06 and recommends:

1. That
 - a) the proposed Official Plan and Zoning By-Law Amendments by Miller & Urso Surveying Inc. on behalf of Daniel Bryer & George Franko to redesignate lands at 2677 Trout Lake Road from a "District Commercial" designation to a "Residential" designation, and to rezone the same lands from a "District Commercial (C4)" zone to a "Residential Multiple Third Density Special (RM3 Sp.)" zone, as shown on Schedule "A" attached to Planning Advisory Committee recommendation dated February 15, 2013, be approved; and
 - b) the subject property be placed under Site Plan Control pursuant to Section 41 of the *Planning Act*, R.S.O., 1990, as amended.
2. That
 - a) the proposed Official Plan and Zoning By-Law Amendments by Miller & Urso Surveying Inc. on behalf of Trout Lake Mall Inc. to redesignate lands at 2653 Trout Lake Road from a "District Commercial" designation to a "Residential" designation, and to rezone the same lands from a "District Commercial (C4)" zone to a "Residential Multiple Third Density (RM3)" zone, as shown on Schedules "A" & "B" attached to Planning Advisory Committee recommendation dated February 15, 2013, be approved; and
 - b) the subject property be placed under Site Plan Control pursuant to Section 41 of the *Planning Act*, R.S.O., 1990, as amended, in order to regulate parking, lighting, landscaping, storm water, drainage, garbage, play space, ingress, egress and fencing as required.
3. That
 - a) the proposed Zoning By-Law Amendment by Miller & Urso Surveying Inc. on behalf of Paul William Turcotte to rezone lands at 295 Carmichael Drive from a "Rural (A)" zone to a "Residential First Density (R1)" zone for the property legally described as Concession "A", South Half of Part Lot 16, Remainder of Parcel 4418 W/F in the former Township of Widdifield, City of North Bay, as shown on Schedules "A" & "B" attached to Planning Advisory Committee recommendation dated February 15, 2013, be approved.
4. That
 - a) the proposed Zoning By-Law Amendment by Goodridge Planning & Surveying Limited on behalf of Tim Falconi & Carlo Guido to rezone lands at 715 High Street from a "Residential Third Density (R3)" zone to a "Residential Multiple Third Density Special (RM3 Sp. 130)" zone, as shown on Schedules "A" & "B" attached to Planning Advisory Committee recommendation dated March 7, 2013, be approved; and
 - b) the subject property be placed under Site Plan Control pursuant to Section 41 of the *Planning Act*, R.S.O., 1990, as amended, in order to regulate parking, lighting, landscaping, storm water, drainage, garbage, play space, ingress, egress and fencing as required.
5. That
 - a) the proposed Zoning By-Law Amendment by Miller & Urso Surveying Inc. on behalf of Nu-North Development Ltd. & Marcel Deschamps to rezone lands on Lakeshore Drive from "Residential Second Density (R2)"; "Residential Holding (RH)" and "Tourist Commercial (C7)" zones to a "Residential Third Density (R3)" and a "Residential Third Density Holding (R3H)" zone, as shown on Schedule "A" attached to Planning Advisory Committee recommendation dated March 7, 2013, be approved; and
 - b) the subject property be placed under Site Plan Control pursuant to Section 41 of the *Planning Act*, R.S.O., 1990, as amended.

All of which is respectfully submitted.

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

CITY OF NORTH BAY

REPORT TO COUNCIL

Report No: EESW 2013-078

Date: March 25, 2013

Originator: Reid Porter, P.Eng.
Infrastructure Engineer

Subject: Trillium Woods Subdivision Phase II Pre-Servicing Agreement

File No.: D12 – Trillium Woods Subdivision Phase II

RECOMMENDATION

That the City enter into a Pre-Servicing Agreement with 873342 Ontario Inc., in a form satisfactory to the City Solicitor for the installation of underground services for the Trillium Woods Subdivision Phase II.

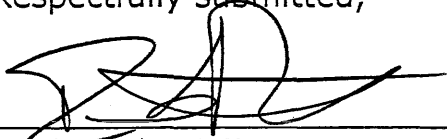
BACKGROUND

Trillium Woods Subdivision Phase II consists of seventy-one (71) single family detached residential lots in the easterly extension of Turner Drive and Trillium Drive off of Booth Road. The subdivision was given Draft Approval by City Council in 2009.

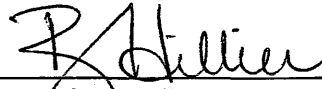
RECOMMENDED OPTION

Engineering Services, Planning Services and Corporate Services have reviewed the plans and Pre-Servicing Agreement and have found that all conditions which would allow the Pre-Servicing Agreement to proceed have been met. It is recommended that the Trillium Woods Subdivision Phase II Pre-Servicing Agreement be approved by City Council and that the Subdivision Agreement (attached as Schedule "A") to the Pre-Servicing Agreement, be used as the basis for final acceptance once the underground servicing is complete.

Respectfully submitted,

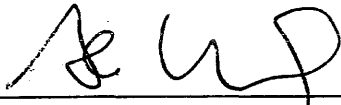


Reid Porter, P.Eng.
Infrastructure Engineer



Beverley Hillier, MCIP, RPP
Manager of Planning Services

We concur in this report and recommendation.



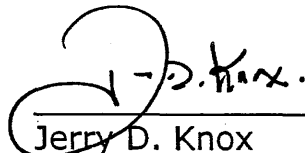
Alan Korell, P.Eng, MCIP
Managing Director, Engineering
Environmental Services & Works



Peter Chirico
Managing Director, Community
Services



Peter E.G. Leckie
City Solicitor



Jerry D. Knox
Chief Administrative Officer

Personnel designated for continuance: Reid Porter, P. Eng.
Infrastructure Engineer

Attachments: Draft Pre-Servicing Agreement
Draft Subdivision Agreement

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INTER OFFICE

*City of North Bay
Planning Services*

MEMO

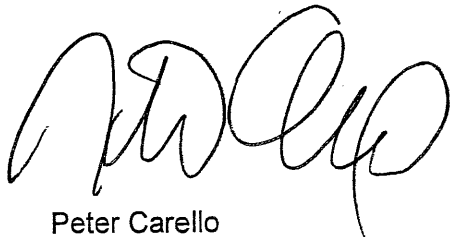
To: Cathy Conrad, City Clerk
From: Peter Carello - Senior Planner, Current Operations
Subject: Resolution No. 3 - Planning Advisory Committee
Date: April 8, 2013

Quoted below is Resolution No. 3 passed at the regular meeting of the Planning Advisory Committee held on Wednesday April 3, 2013:

Resolution No. 3

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

1. That the proposed Zoning By-law Amendment by Miller & Urso Surveying Inc. on behalf of 1794504 Ontario Inc. to rezone lands at 2 Sunset Boulevard from a 'Tourist Commercial (C7)' zone to a 'Residential Multiple Third Density (RM3)' zone, BE APPROVED; and
2. That the subject property be placed under Site Plan Control pursuant to Section 41 of the Planning Act, R.S.O., 1990 as amended."




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

North Bay Planning Advisory Committee

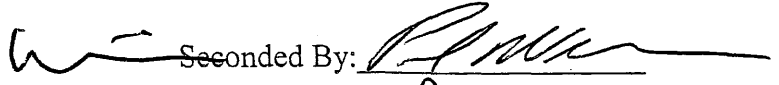
Resolution No. 3

Date: April 3, 2013

Moved By:


Dave

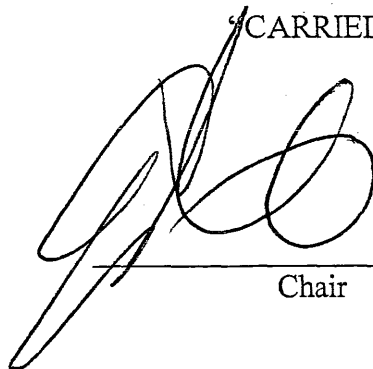
Seconded By:


Paul

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

1. That the proposed Zoning By-law Amendment by Miller & Urso Surveying Inc. on behalf of 1794504 Ontario Inc. to rezone lands at 2 Sunset Boulevard from a ‘Tourist Commercial (C7)’ zone to a ‘Residential Multiple Third Density (RM3)’ zone, BE APPROVED; and
2. That the subject property be placed under Site Plan Control pursuant to Section 41 of the Planning Act, R.S.O., 1990 as amended.”

“CARRIED”


Chair

INTER OFFICE

City of North Bay
PLANNING SERVICES

MEMO

To: Chair and Members, Planning Advisory Committee

From: Peter Carello – Senior Planner, Current Operations

Subject: Proposed Zoning By-law Amendment by Miller & Urso Surveying Inc. on behalf of 1794504 Ontario Inc., 2 Sunset Boulevard in the City of North Bay

Date: March 30, 2013

Recommendations

1. That the proposed Zoning By-law Amendment application by Miller & Urso Surveying Inc. on behalf of 1794504 Ontario Inc., 2 Sunset Boulevard in the City of North Bay to rezone the property legally described as Registered Plan No. M-203, Lots 88-94 & 101-107, PINs #49175-0308 (LT), 49175-0307 (LT) and 49175-0306 (LT), from a "Tourist Commercial (C7)" zone to a "Residential Multiple Third Density (RM3)", BE APPROVED; and
2. That the subject property be placed under Site Plan Control pursuant to Section 41 of the Planning Act, R.S.O., 1990 as amended in order to regulate parking, lighting, landscaping, storm water, drainage, garbage, play space, ingress, egress and fencing as required.

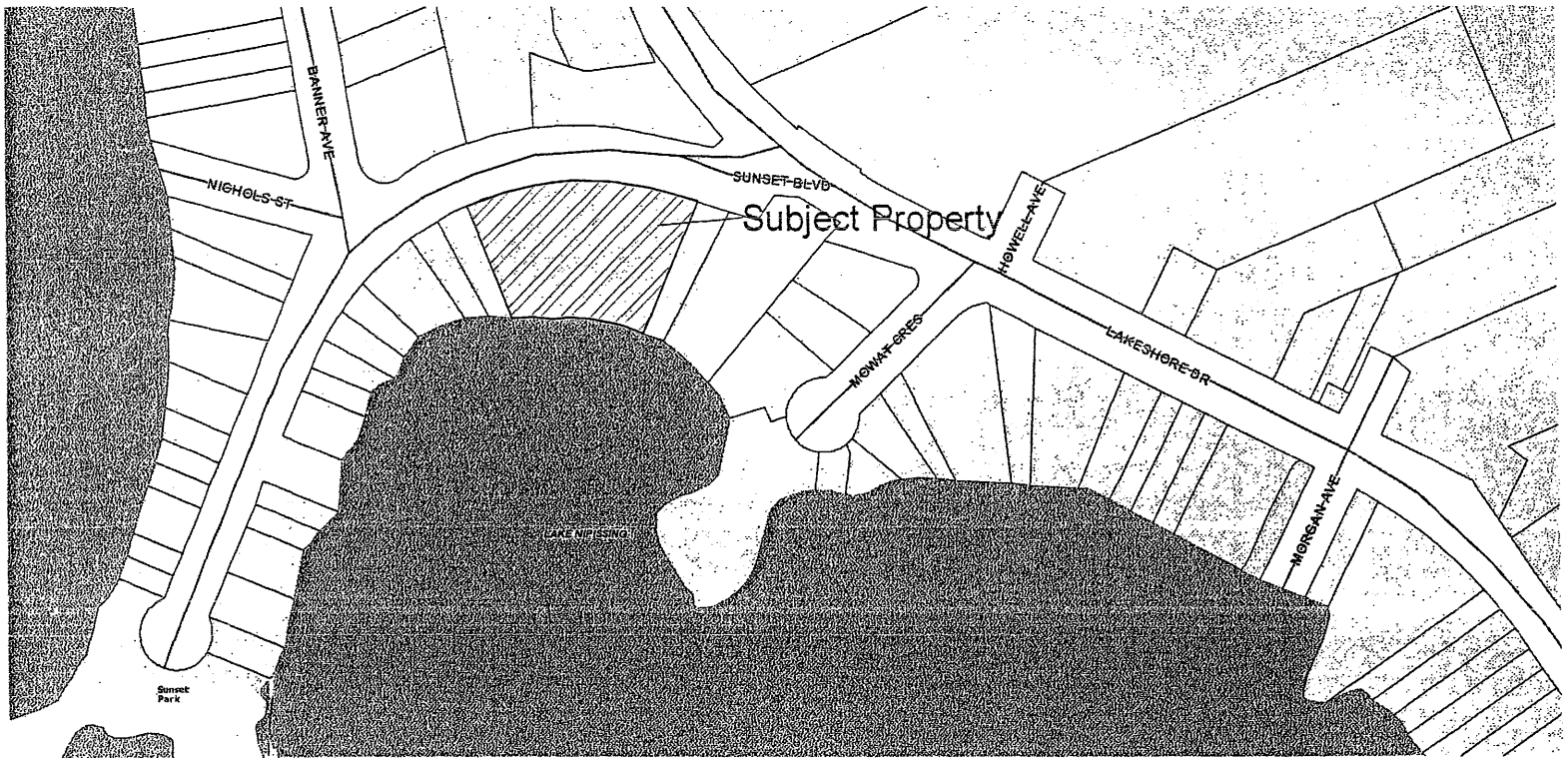
Site**Site Information****Legal Description:**

Registered Plan No. M-203, Lots 88-94 & 101-107, PINs #49175-0308 (LT), 49175-0307 (LT) and 49175-0306 (LT) in the former Township of West Ferris in the City of North Bay, District of Nipissing.

Site Description:

The subject property is an existing lot of record located at 2 Sunset Boulevard, as shown below and on the attached Schedule A. The property fronts onto Lake Nipissing, with road access achieved by Sunset Boulevard.

It is zoned "Tourist Commercial (C7)" under Zoning By-law 28-80 and is designated "Residential" under the Official Plan.



The property has an existing lot area of 0.4439 hectares (1.1 acres) and lot frontage of 58 metres on Lake Nipissing. It is developed with legal non-complying and legal non-conforming duplex, as shown on the attached Schedule B.

Surrounding Land Uses:

The subject property is located in a mixed use neighbourhood. There are several commercial establishments in close proximity, including two restaurants, a motel and a motor vehicle sales and repairs establishment. There are several multi-unit townhouse developments nearby, including the property immediately north of the subject lands. Properties to the west are mostly single detached dwelling units. Sunset Park is located approximately 200m southwest of the subject lands.

North: Restaurant, Multi-Unit Residential Dwellings

South: Lake Nipissing

East: Restaurant

West: Single Detached Dwellings

Proposal

Miller & Urso Surveying Inc. on behalf of 1794504 Ontario Inc. has submitted a Zoning By-law Amendment Application to rezone the property from a "Tourist Commercial (C7)" zone to a "Residential Multiple Third Density (RM3)" in order to permit the construction of three separate 6-unit apartment buildings.

The agent for the applicant has indicated it would be their long-term intention to develop the buildings as condominium units; however, the Condominium Application was not submitted with the request for the Zoning By-law Amendment.

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 1.3.2 establishes the conditions that must be met in order for municipalities to convert employment lands for non-employment purposes. This section of the PPS reads:

"Planning authorities may permit conversion of lands within employment areas to non-employment uses through a comprehensive review, only where it has been demonstrated that the land is not required for employment purposes over the long term and that there is a need for the conversion."

The City of North Bay completed a comprehensive review of commercial lands as part of the development of the new Official Plan. Through the new Official Plan the designation of the subject property was changed from "Hospitality Service" to "Residential". The applicant is now submitting a Rezoning Application to bring the property into conformity with the City's Official Plan.

The PPS 2005 directs municipalities to encourage infill development in order to make efficient use of public services and to maintain a compact built form. Section 1.1.3.2 of the PPS 2005 states:

"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."

Further, Section 1.4.3 c) of the PPS 2005 states:

"Planning authorities shall provide for an appropriate range of housing types and densities to meet projected requirements of current and future residents of the regional market area by... directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs" :

Though the property is over an acre in size, it is only developed with a duplex. Given the level of development on surrounding properties and the availability of a full range of public services, it is appropriate to consider the subject property for redevelopment and intensification, as outlined in PPS 2005.

In my professional opinion, the proposed Zoning By-law amendment is consistent with the policies contained in the Provincial Policy Statement (PPS 2005).

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.

Planning staff has considered the application from the perspective of the GPNO 2011 and has concluded that there are no relevant policies that pertain to this application.

Official Plan

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

Section 2.1.2 of the Official Plan states that *"Residential developments surrounding commercial nodes shall have a higher density to support increased pedestrian activity and mixed use developments."*

Lands immediately to the north and to the east of the subject property are a small cluster of commercial activity. The proposed development would be considered a high density development, consistent with the above noted policy of the Official Plan.

Section 2.1.11 (Housing Policies) encourages the development of an appropriate mixture of densities, stating

"It is the general intent of this Plan to encourage the development and maintenance of an efficient and pleasant environment for all lifestyles. In providing for these demands, the objective is an appropriate mixture of densities and an arrangement that will minimize conflicts between different forms of housing."

The subject property presently separates low density residential uses from the commercial properties that front on Lakeshore Drive. The proposed residential development is less likely to result in land use conflicts than if it were to be developed for commercial uses.

Section 2.1.11.1 of the Official Plan also encourages the redevelopment of older properties. This policy reads:

"It is intended that a balanced program providing for the conservation, rehabilitation and redevelopment of the existing housing stock shall be carried out as appropriate, so that dwellings in the community may not fall below an acceptable minimum standard of maintenance and occupancy.."

The proposed Zoning By-law Amendment would enable the redevelopment of the subject property with three new, modern buildings that would conceivably be built to a higher standard than the existing duplex.

In addition, Section 2.1.15 of the City's Official Plan contains a number of policies regarding the construction of new high density residential uses. The policies outline a maximum height of 9 stories and ensuring there is no undue pressure on road network, sanitary and water services and parks and that they are adequately separated from low density residential uses.

The applicant is proposing a high density use that consists of a total of 18 units in three separate 6 unit dwellings. As a result of separating the 18 units into 3 separate buildings it results in a lower profile development which provides for a gradual separation between the commercial use along Lakeshore Drive to the low density uses on Sunset Boulevard. Though some special considerations must be made to accommodate the water and sewer in the area (which will be discussed in further detail later in this report), there will be no undue pressure on municipal services in the area.

It is my professional opinion this Zoning By-law Amendment request maintains the general purpose and intent of the City of North Bay's Official Plan.

Zoning By-Law No. 28-80

The subject property is presently zoned "Tourist Commercial (C7)" which permits the following uses:

- automobile service stations and gas bars;
- banks and financial services;
- bed and breakfast establishments;

-
- camps, tourist cabins and housekeeping cabins;
 - farmer's markets;
 - flea markets;
 - hotels, motels, restaurants and taverns;
 - liquor, beer or wine stores;
 - local retail stores;
 - marinas;
 - places of entertainment;
 - places of recreation;
 - places of worship;
 - public and private parks;
 - recreational vehicles and equipment, sales leasing and service;
 - seasonal tent and trailer parks;
 - accessory retail establishments to the above uses; and
 - accessory residential units to the above uses.

The Applicant is proposing to rezone the subject lands to a "Residential Third Density (RM3)" zone in order to permit the construction of three 6-unit apartment buildings (18 units total). The "RM3" zone permits the following uses:

- apartment dwellings;
- boarding, lodging or rooming house;
- Group Home Type 2;
- parks, playgrounds and associated non-profit uses;
- licensed day nurseries, churches, public schools other than trade schools;
- institutional uses;
- accessory home based business; and
- accessory non-residential use under Subsection 5.3.5.

The subject property is able to meet all regulations of the Zoning By-law.

It is my professional opinion this application meets the requirements 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, the Chief Building Official, Chief Fire Prevention Officer, North Bay Hydro and the Secretary-Treasurer of the North Bay Municipal Heritage Committee have indicated they have no concerns or objections to this proposal.

The North Bay Mattawa Conservation Authority provided the following comments:

"The above-noted property is subject to flooding from Lake Nipissing. The 1:100 year

floodplain elevation of Lake Nipissing is 197.25m C.G.D. Floodproofing will be required for the entire site, including the proposed residential buildings, as well as ingress and egress. A lot grading plan, prepared by an Ontario Land Surveyor (OLS), is required showing post and preconstruction geodetic elevations. Depending on the outcome of the survey a revetment may be required to protect the property and buildings from flooding and erosion from Lake Nipissing.

It is required that the property owner(s) obtain a Development, Interference with Wetlands & Alterations to Shorelines & Watercourses (DIA) Permit from this office prior to undertaking any site alteration activities and/or any construction or renovation work on the subject property. Site alteration activities would include: the placement or removal of fill material of any kind, and/or the alteration of existing grades on the subject property; as well as alterations to the shoreline of Lake Nipissing.

Subject to the issuance of a DIA permit, the Conservation Authority is satisfied that the application is consistent with the policies as set out in Sections 2 and 3 of the PPS"

The City's Engineering and Public Works Departments offered the following comments:

"Consideration is to be made to the finished floor elevation of the buildings and to the design of the sanitary sewer service(s) as the sanitary sewer fronting the subject property is approximately only 1.5 meters below centerline of the roadway. This measurement is based off of original City Plan & Profile drawings dated 1971.

Current fire flows and operating pressures of the water distribution system fronting the subject property are below the City's standard requirements. Such works to rectify the issue will be performed within 2-3 years. If the flow and pressure are required for design purposes, please contact our Public Works Department.

A Lot Grading/Drainage and Servicing Plan will be required.

A stormwater management report is not required. However, we would suggest that the proponent try to maintain sheet flow drainage of the rain runoff into Lake Nipissing and avoid channelizing it through the use of pipes or ditches. This would eliminate any erosion into the lake as well as improve the water quality of the runoff.

The proposed location of the entrance to the property is adequate and makes complete sense with respect to the proposed development. Whether it is located in the center of the property or to the west away from Churchill's parking lot, it really won't have that big of an impact on the traffic flow nor are the site lines going to be improved."

The depth of the sanitary services would be a matter to be reviewed during the Building Permit phase. The lot grading and stormwater management issues would be addressed through the Site Plan Control Agreement phase.

The uncertainty regarding the availability of adequate water pressure would be a matter that would be considered as part of the Building Permit. Should it be determined that water pressure is not adequate to permit construction at this time, the property owner would then have several options. They may engage the services of a mechanical engineer to rectify the situation via on-site infrastructure improvements (such as a booster pump). They may also consider waiting until municipal works slated to occur in the next 2-3 years are implemented. The agent for the applicant has been made aware of these concerns.

Several members of the public expressed concerns regarding this development, either in writing or by presenting at the meeting held at the Planning Advisory Committee. These concerns can be summarized into four general categories and are reviewed below.

Traffic and safety

Several residents expressed concerns the proposed development, if approved, would result in a significant increase in traffic in the area. Planning staff consulted with the Engineering Department during the preparation of this report. Engineering staff offered the following comments:

"I would not expect any traffic impacts.

The traffic generated by the new development would most likely travel between the property and Lakeshore and therefore should not impact the existing neighbourhood. There may be an increased delay for vehicles exiting Sunset at Lakeshore due to additional vehicles at peak hours, but the increase would be minimal. Existing neighbourhood traffic can also access Lakeshore by using Banner.

Also, I would expect a lower trip generation rate with Residential zoning compared with Commercial zoning."

Based on the above comments, Planning Services are comfortable that the proposed Zoning By-law Amendment would not create traffic problems in the area.

Parking

It was stated the frontage of the subject property is used by patrons of the commercial properties in the area during their peak hours. Residents are concerned that as the subject property is developed, parking from the commercial properties would be pushed further into the residential portion of the area.

The development plan for the subject property includes residential parking along the frontage. This would not preclude on street parking, similar to the existing situation. Should the situation become problematic in the future, the City could revisit the issue by considering on-street parking prohibition at a later date.

Sewer

Both residents and Engineering and Public Works staff have expressed concern about the capacity of the sanitary sewer system in the area.

Area residents expressed concerns regarding the capacity of sanitary sewer in the area. As previously noted, the Engineering and Public Works Departments are aware of these concerns, noting that the sanitary sewer infrastructure is only 1.5 metres below the roadway in their comments to the Planning Department.

The sanitary sewer's lack of depth will limit the manner in which the property is developed. Specifically, the basement may be limited in its depth. However, it does not preclude the development of the property.

Lake Nipissing

One presenter at the Planning Advisory Committee Meeting questioned the effect this application would have on the health of Lake Nipissing.

The application was reviewed by the North Bay Mattawa Conservation Authority, who considers the environmental implications of applications on the City's behalf. The NBMCA did not offer any objections to this application, other than the previously mentioned flood proofing measures and the requirement for a Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permit.

The subject property will benefit from full municipal services, which limits the effect of development on water quality. The property owners will be required to undergo a grading plan as part of the development, which will further limit the effect on Lake Nipissing.

The City also received two letters of correspondence supporting the proposed Zoning By-law Amendment.

Summary

The proposed application, if approved, would rezone the subject property from "Tourist Commercial (C7)" to "Residential Multiple Third Density (RM3)". The purpose of this application is to redevelop the subject lands by removing the existing legal non-conforming, legal non-complying duplex and constructing three new 6-unit apartment buildings.

Planning Services is of the opinion the residential development is more appropriate for the neighbourhood than the existing C7 zone, which permits a broad variety of commercial uses. Many of the concerns expressed by residents of the neighbourhood, such as traffic and parking, would be worsened if the property would be developed commercially, as it is presently zoned.

With the passing of the new Official Plan in early 2012, the property's designation was

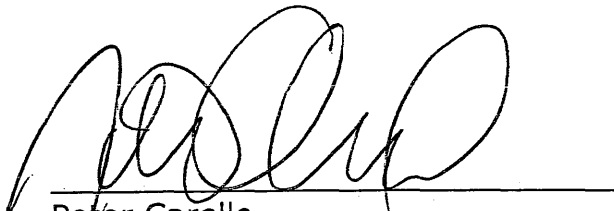
changed from "Hospitality Service" to "Residential". The proposed Zoning By-law amendment would bring the property into conformity with the Official Plan.

As the property borders both commercial and low density residential uses, the application is consistent with Official Plan policies that encourage higher density residential uses to be located adjacent to commercial uses.

If approved, the property would be subject to Site Plan Control, which would regulate the development of the property.

It is my professional opinion the proposed Zoning By-law Amendment is in conformity with the Official Plan and the end use is consistent with Provincial Policy, as set out by the Growth Plan for Northern Ontario (GPNO 2011) and the Provincial Policy Statement (PPS 2005).

Respectfully submitted,




Peter Carello
Senior Planner, Current Operations

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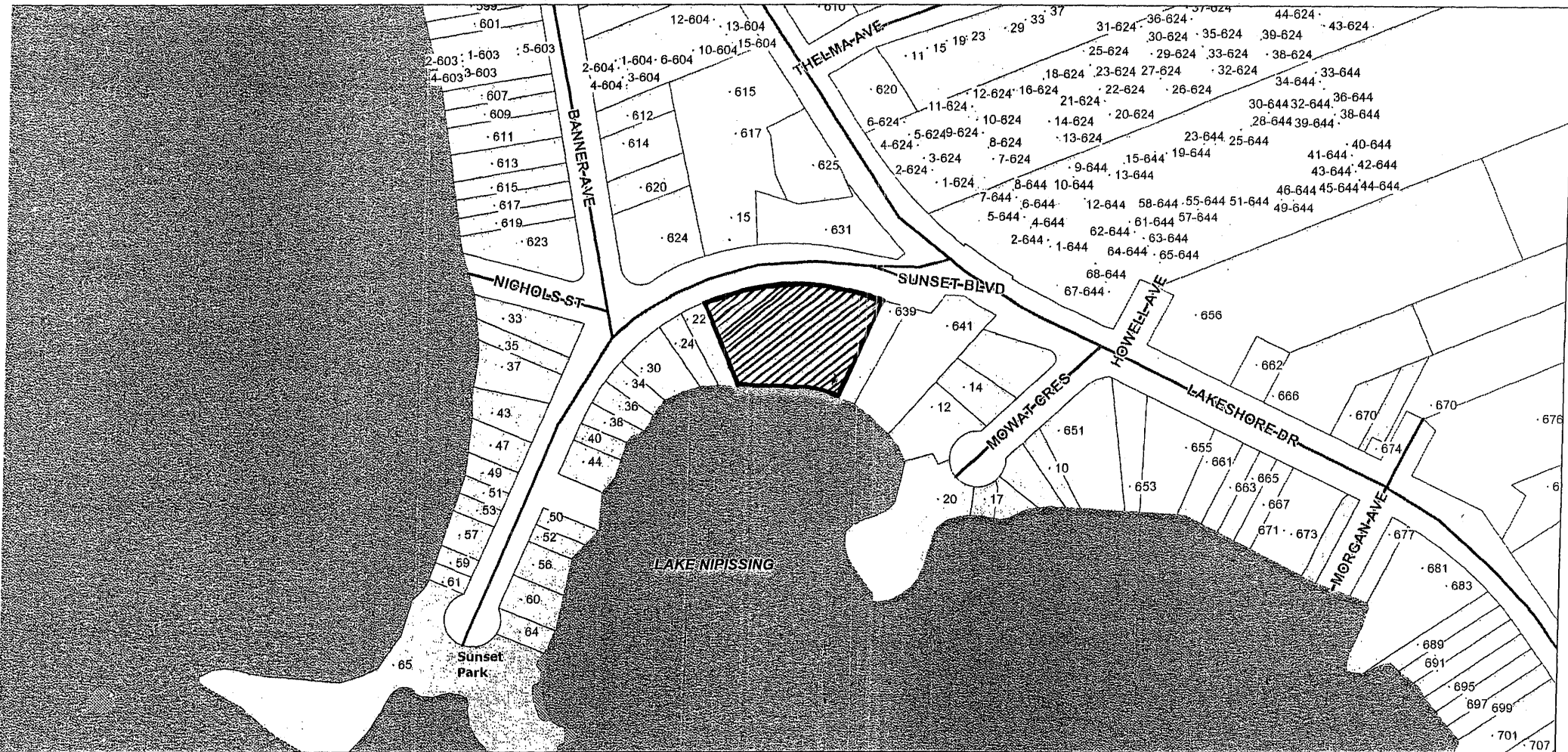
attach.

I concur with the recommendations contained in this report.

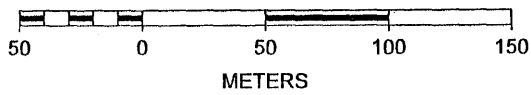


Beverley Hillier, MCIP, RPP
Manager, Planning Services

SCHEDULE A



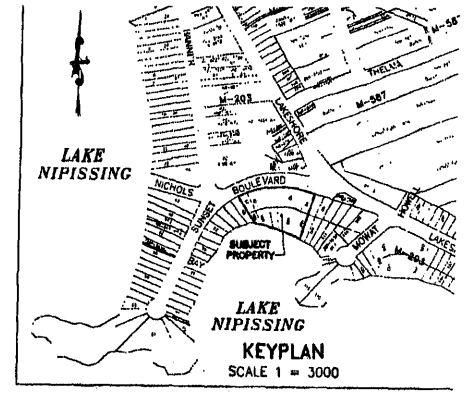
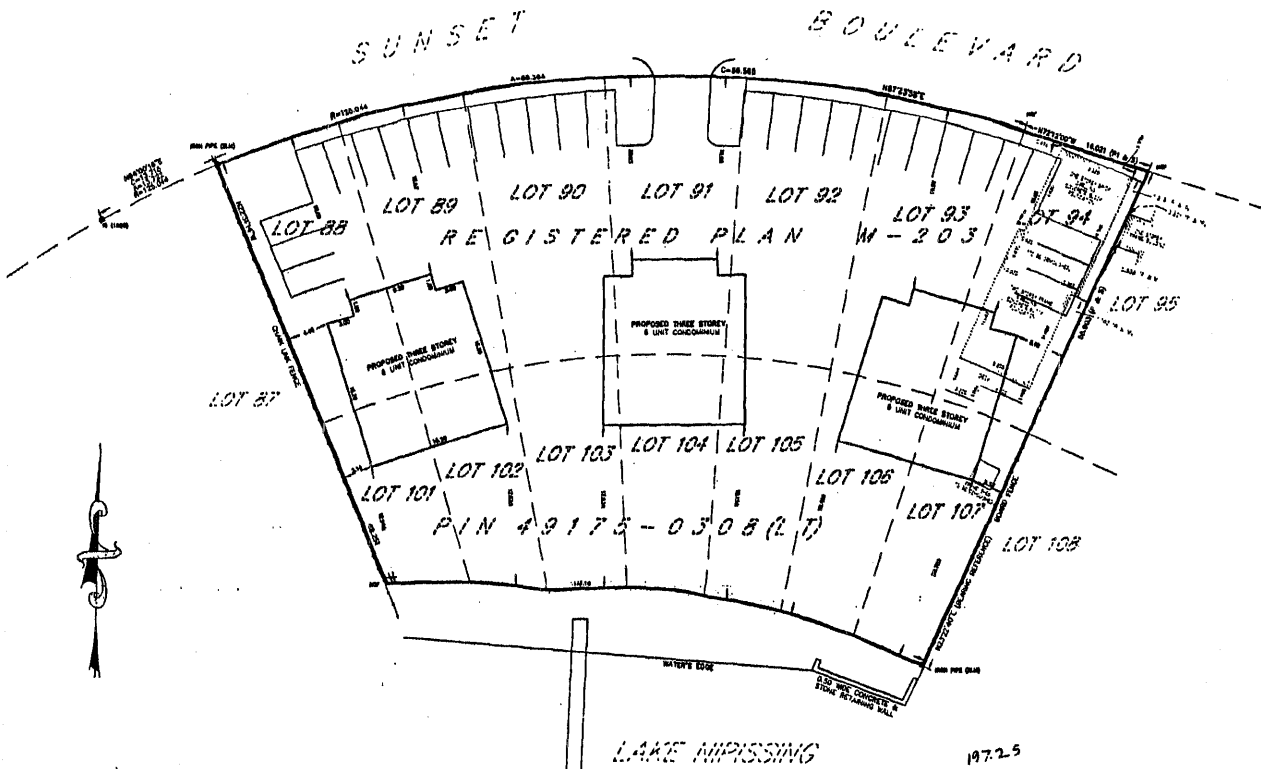
SCALE 1 : 3,120



Proposed Zoning By-law Amendment
From: "Tourist Commercial (C7)"
To: "Residential Multiple Third Density (RM3)"



SCHEDULE B



DRAFT PLAN OF STANDARD CONDOMINIUM
 ALL OF LOTS 88 TO 94 INCLUSIVE,
 AND ALL OF LOTS 101 TO 107 INCLUS
 REGISTERED PLAN M-203
 CITY OF NORTH BAY
 DISTRICT OF NIPISSING

SCALE 1 : 250

Miller & Urso Surveying Inc

ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51 (17) OF THE ONTARIO PLANNING ACT.

- (1) THE BOUNDARIES OF THE LANDS PROPOSED FOR A CONDOMINIUM ARE AS CERTIFIED ON THE FACE OF THE PLAN
- (2) LOCATION, NORTH AND NAMES OF PROPOSED HIGHWAYS WITHIN THE PROPOSED CONDOMINIUM ARE AS SHOWN ON THE FACE OF THE PLAN
- (3) A KEY PLAN IS SHOWN ON THE FACE OF THE PLAN
- (4) THE PURPOSE FOR WHICH THE UNITS ARE TO BE USED ARE UNITS 1 TO 18 - RESIDENTIAL.
- (5) THE EXISTING USES OF THE ADJOINING PROPERTIES ARE:
 NORTH - COMMERCIAL
 EAST - RESIDENTIAL
 SOUTH - LAKE
 WEST - RESIDENTIAL
- (6) THE APPROXIMATE DIMENSIONS AND LAYOUT OF THE PROPOSED UNITS ARE AS SHOWN ON THE FACE OF THE PLAN
- (7) NATURAL AND ARTIFICIAL FEATURES ARE AS SHOWN ON THE FACE OF THE PLAN
- (8) WATER SHALL BE SUPPLIED THROUGH MUNICIPAL SERVICES
- (9) THE NATURE AND FERTILITY OF THE SOIL IS SAND
- (10) 50MM METRE CONTOUR INTERVALS SHOWN ON THE FACE OF THE PLAN
- (11) THE MUNICIPAL SERVICES TO BE AVAILABLE TO THE LANDS ARE:
 EMERGENCY SERVICES - POLICE, FIRE, AMBULANCE
 MUNICIPAL SERVICES - ROAD MAINTENANCE, SNOW REMOVAL, SCHOOL BUSING, GARBAGE, RECYCLING, WATER, SANITARY, TRANSIT
- (12) PUBLIC SERVICES - ELECTRICITY, TELEPHONE, CABLE, INTERNET, GAS
- (13) THE EASEMENTS OR COVENANTS AFFECTING THIS PROPERTY ARE NIL.

LAND USE ANALYSIS

UNIT	INTENDED USE	NUMBER OF UNITS	AREA (SQUARE METRES)
UNIT 1 TO 18	RES	18	0.0
COMMON ELEMENT			0.0
TOTAL			0.0

METRIC

DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

BEARING NOTE

BEARINGS ARE ANTI-CLOCKWISE AND ARE REFERRED TO THE EASTERN LIMITS OF LOTS 88 AND 106, AS SHOWN ON BUILDING LOCATION SURVEY BY CLARKE DOOLAND & MILLER LIMITED, FILE NO. 09-3285, HAVING A BEARING OF N52°23'40"E.

OWNER'S CERTIFICATE

I HEREBY CONSENT TO FILING OF THIS DRAFT PLAN OF CONDOMINIUM FOR DRAFT AT

NORTH BAY, ONTARIO
 2012

JIM STEWART
 REGISTERED OWNER OF P.N. 08175-0308 0
 I HAVE THE AUTHORITY TO SIGN THE CONFORM

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND FOR THE PROPOSED CONDOMINIUM AND THEIR RELATIONSHIP TO THE ADJOINING LANDS ARE CORRECTLY SHOWN.

NORTH BAY, ONTARIO
 APRIL 13, 2012

R. D. MILLER
 ONTARIO LAND SURVEYOR
 NO. 1 MILLER & URSO SURVEYING & ONTARIO LAND SURVEYORS

LEGEND

- B DENOTES FOLDING MONUMENT
- S DENOTES SET
- M DENOTES MEASURED
- B DENOTES IRON BAR
- NIT DENOTES NO EVIDENCE FOUND
- 1955 DENOTES CLARKE DOOLAND & MILLER LIMITED
- ELM DENOTES E. L. MOORE, E.L.S.
- P DENOTES BUILDING LOCATION SURVEY BY CLARKE DOOLAND & MILLER LIMITED, FILE NO. 09-3285 REGISTERED PLAN M-203
- PH DENOTES

Miller & Urso Surveying Inc
 Ontario Land Surveyors • Canada Land Survey
 Planning Consultants

100 BETHUNE STREET
 NORTH BAY ON P1A 2G5

322 FAX

DRAWN BY: C.A.L. FILED BY: D.R. 7

CHECKED BY: S.A.M.

**CITY OF NORTH BAY
REPORT TO COUNCIL**

Report No: CORP 2013-46

April 9, 2013

Originator: Paul Valenti

Subject: Request for Proposal No. 2013-08 Supply and Installation of
Playground Structures

RECOMMENDATION:

That City Council approves the award of a contract to New World Park Solutions Inc. in the amount of \$184,785.26 (HST extra) for the Supply and Installation of Playground Structures.

BACKGROUND:

As part of the Parks and Playgrounds Rehabilitation Program, the City is acquiring two new playground equipment structures. The new structures will be located at the Marina Beach Waterfront Playground and the Tourist Information Centre. They will replace the existing unit at the Waterfront Playground and the previously existing unit at the Tourist Information Centre.

A Request for Proposal was issued and publicly advertised on March 9, 2013. The RFP closed on March 28, 2013 with nine proposals being received. The proposals were evaluated by a selection committee consisting of the Manager of Purchasing, the Manager of Parks, the Supervisor of Parks, and the Recreation Coordinator. The evaluation considered several factors including proponent qualifications, play value, design for inclusive play, layout, circulation, durability and price.

The results are as follows:

Proponent	Rank	Total Score	Pricing
New World Park Solutions Inc.	1	95.3	\$184,785.26
Crozier Enterprises Ltd.	2	87.4	\$204,807.89
996535 Ontario Inc o/a CRCS Recreation	3	82.0	\$210,000.00
ABC Recreation Ltd.	4	78.2	\$204,303.98
Henderson Recreation Equipment Ltd.	5	78.8	\$194,630.00

Recreation Play Systems RTS Companies Inc.	6	75.5	\$178,000.00
1594981 Alberta Ltd. o/a Blue Imp	7	69.0	\$209,988.00
KSL Design Ltd.	8	68.6	\$208,043.60
Cancon Group *	*	-	-

* Proposals provided by firms indicated with an asterisk did not attain the minimum points required to be further evaluated for pricing and total score.

In the opinion of the selection committee the proposal provided by New World Park Solutions ranked the highest and provides the best overall value to the City.

ANALYSIS / OPTIONS:

1. Award a contract to New World Park Solutions Inc.
2. Do not award a contract. This option is not recommended. The playground structure at the Waterfront is in poor condition and will need to be removed this year. As part of the Tourist Information parking lot changes, a cribbing has already been installed to support the planned new structure.

RECOMMENDED OPTION / FINANCIAL IMPACTS:

Option 1 is recommended as follows:

That City Council approves the award of a contract to New World Park Solutions Inc. in the amount of \$184,785.26 (HST extra) for the Supply and Installation of Playground Structures.

Sufficient funding has been allocated and is available in the 2013 Community Services Capital Budget, Project No. 6121PR; authorized with By-law No. 2013-20 dated March 4, 2013.

Respectfully submitted,



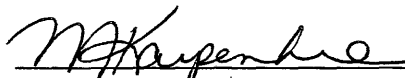
Paul Valenti
Manager of Purchasing

We concur in this report and recommendation.


for:



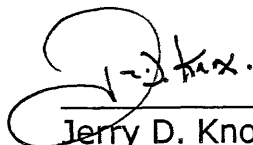
Laura Boissonneault, CGA
Supervisor of Budgets & Financial
Reporting



Margaret Karpenko, CMA
Chief Financial Officer/Treasurer



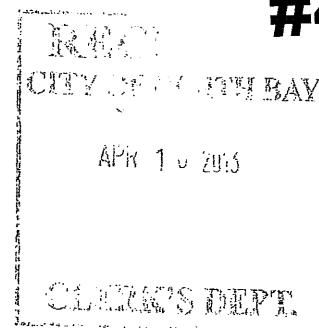
Peter Chirico
Managing Director, Community Services



Jerry D. Knox
Chief Administrative Officer

Personnel designated for continuance: Manager of Parks

Attachments: Proposals



CITY OF NORTH BAY
REPORT TO COUNCIL

Report No: CORP 2013-49

April 9, 2013

Originator: Paul Valenti

Subject: Request for Quotation No. 2013-28 Engineering Design Services for the Wastewater Treatment Plant Grit Removal Project

RECOMMENDATION:

That City Council approves the award of 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.

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 again 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.

Having completed the original design, Tetra Tech has a very good understanding of the requirements and a great deal of site specific knowledge of the project. It would be very difficult for another engineering firm to provide a competitive proposal for this work. The City requested a quotation from Tetra Tech to complete the required modifications and prepare the final drawings and documentation for tender. We have reviewed their hourly rates and the upset limit of \$81,215 for the completion of all services. 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 Tetra Tech Inc.
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 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.

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

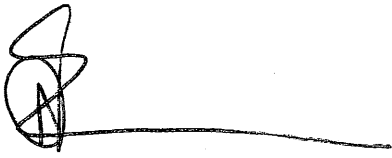
We concur in this report and recommendation.



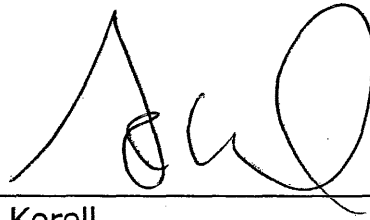
for:
Laura Boissonneault, CGA
Supervisor of Budgets & Financial
Reporting



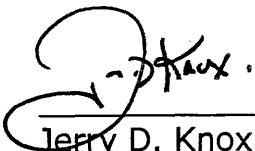
Margaret Karpenko, CMA
Chief Financial Officer/Treasurer



David Euler
Director of Engineering,
Environmental Services and Works



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: Quote

**BUDGET AND MANPOWER ALLOCATION
EXTRA SCOPE ITEMS - HEADWORKS DESIGN REVIEW/UPDATE FOR THE NORTH BAY WWTP**

Activity	Personnel								Task Hours	Sub-Task Labour Fee, \$	Task Labour Total, \$	Reproduction	Other (phone, courier, accommodation)	Total Expenses	Task Total, \$	Estimated Number of Drawing Equivalents
	Jeff Mullin, Project Manager	Konrad Oporalski, Structural	Bern Adams, Electrical/I&C Review	Ivan Drake, Process/Mechanical	Hector Romero, Architect	Marina Sosnovsky, Mechanical/ CADD	Engineering Support, C.A.D.E Support	Clerical Staff, Project Services								
DESIGN	170	145	140	130	135	115	75	65								
ES Items from AIS										72,130				3,180	75,310	
#8 - Overflow Option of Headworks Bypass Gate	2	12				8	8		30	3,600		100	75			0.5
#15 - Hot Water Heating for Grit Facility		8	10	36		18	28	2	102	11,540		200	200			1.5-2
#19 - Lifting/ Hoisting Device for Screen Maintenance	2	16				8	16		42	4,780		100	75			0.5
#21 - Fall Arrest Anchors for Fall Protection		12				6	12		30	3,330		100	75			0.5
#33 - Green Roofing		12			8	8	8		36	4,340		100	100			0.5
#34 - Process Control Narrative	8		24	8		4	4	8	56	7,040		100	100			
#35 - Access to PLC Interface	2	16	12	8		16	24		78	9,020		100	100			1.5
#36- Exterior Light Contactors			4				8		12	1,160		75	75			
#37 - Additional Skylights with Tie-off Hooks		12	6	6	12	8	20		64	7,400		150	150			1
#38- Roof Access Ladder Systems		8		4	4	4	12		32	3,580		100	75			0.5
#39- Grit Facility MCC Panel in Raw Sewage PS MCC			8			4	12		24	2,480		100	75			
#42- Isolation of Primary Clarifier Feed Channel	6	16		8		16	32		78	8,620		150	150			1.5
Pre-Tender Cost Estimate (for above items)	2	2	2	8		2			16	2,180		75	100			
Specification Updating (for above items)	2	4	6	8				4	24	3,060		125	105			
MANAGEMENT																
Additional Project Management										1,830				125	1,955	
Administration, reports, work progress, invoicing, etc.)	10							2	12	1,830		50	75			
Total Hours/Person	34	118	72	86	24	102	184	16	636							
Total Cost/Person	5,780	17,110	10,080	11,180	3,240	11,730	13,800	1,040	73,960							
Total (HST extra)										73,960	1,625	1,530		3,305	77,265	8 - 9
Provisional Items (ES Items from AIS)																
DESIGN																
#50 - SCADA for grit system (engineering, drafting, clerical)			16			2	16	2	36	3,800		100	50	150	3,950	0.5
#22 - Arc Flash Analysis (co-ordinate with specialist sub-consultant)									0	0	0			0	0	
#30 - Updating I&C Drawings (included, see also #50)																
#49 - Allowance for Security									0	0	0			0	0	

Assumptions:

- > Scope covers design effort only
- > 100% design submission will be provided only
- > No Tender effort, including tender document preparation, bid meeting, quote review & award recommendation are included
- > No contract administration effort is included (i.e. shop drawing review, technical support, site inspection)
- > Existing design drawings for headworks will be used, as practical, to add the information ; If not feasible, new drawing(s) will be created.
- > Application fees for permits and approvals, if any, are not included
- > Item #50 Assumptions: an integrator is in place, a PCN is written, and Tag Name conventions are available

NBWWTP Grit Removal Design – Recommended Extra Scope Items March 28th, 2013

Action Item #8: Design of an overflow for the bypass gate-valve to be used if the PLC or actuator malfunctions. This will ensure that the facility will not flood as a result of equipment breakdown.

Action Item #15: Utilize hot water heating for the new grit facility in lieu of natural gas heating. CNB is interested in keeping natural gas costs at a minimum and would prefer to connect to an existing heating source at the nearby boiler room instead of using natural gas.

Action Item #19: Design to incorporate a lifting or hoisting device to complete maintenance of the screens.

Action Item #21: Include fall arrest anchors in areas where confined space entry is required and where fall protection is required. This is a safety requirement when completing maintenance on equipment.

Action Item #28: Redesign standby power and determine what loads will run on emergency power/what will not.

Action Item #33: Green roofing is required by the new Building Code with improved thermal insulation. New calculations of building thermal losses need to be run.

Action Item #34: Complete a control narrative for the grit facility. CNB established a need for a control narrative on how to run the grit tanks (when to run one or two) to be developed. This would also be required for programming PLC and HMI.

Action Item #35: Review access to the PLC interface and provide quote for HMI interface. It is requested that a door to the Electrical Room, accessible from within the Plant property area be added. From an operations standpoint, it is preferred that workers not be required to exit and re-enter the building to access the PLC interface.

Action Item #36: Design to include exterior light contactors.

Action Item #37: Provide specification, design and drawing details for the installation of additional skylights with tie-off hooks. Skylights will allow natural light during the day and will reduce energy usage.

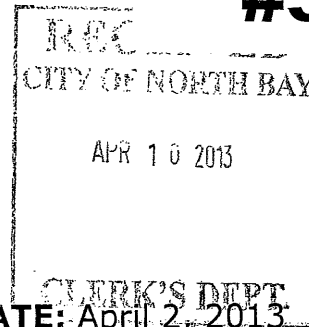
Action Item #38: Re-design of roof access ladder. CNB did not agree with the proposed T-bar roof access ladder system as they have proven to be difficult to use in the past, and request that alternative roof access ladder systems be designed.

Action Item #39: Addition of grit facility MCC panel to raw sewage pumping station MCC with attention given to re-locating the mixer panels.

Action Item #42: Provide a design to isolate the primary clarifier feed channel. CNB expressed concern that a tie-in to the primary clarifiers would preferentially feed the #4 primary clarifier.

Action Item #50: Modify design to include SCADA per City's SCADA standard.

**CITY OF NORTH BAY
REPORT TO COUNCIL**



REPORT NO: EESW-2013-030

DATE: April 2, 2013

ORIGINATOR: Angela Cox
Manager, Finance & Administration

SUBJECT: 2013 Capital Budget Project – 6145WS Watermain (100mm)
Replacement, Reaming or Relining Program (On-going)

RECOMMENDATION:

That a Capital Expenditure By-law be prepared for Council’s consideration to authorize the Watermain (100mm) Replacement, Reaming or Relining Program for the Engineering, Environmental Services and Works Department, being a 2013 Capital Budget project #6145WS, in the amount of \$165,000.

BACKGROUND:

The City of North Bay has an ongoing program which allows for 100mm to 150mm watermains to be rehabilitated or replaced at various locations throughout the City. This program is intended to remedy or prevent a reduction in water quality, fire flow and circulation problems related to the inventory of small diameter mains. This year work is scheduled for the following projects:

- 1) North Bay Mall out to Lakeshore via 3.7 meter wide easement
- 2) Shaw dead end from Fraser to Cassells (150mm)
- 3) Eva between O’Brien and Kehoe (150mm)
- 4) Palmer Crescent to Knox Crescent (50mm Directional Bore)
- 5) Laurentian Ave. to Eastwood via storm easement (50mm Directional Bore)

The ongoing project is funded over ten years 2012-2022. In the current 2013 Capital Budget project 6145WS has \$165,000 as net debenture.

A Schedule to the proposed By-law is submitted for consideration of City Council.

Construction Contracts	\$157,143
Financing	\$6,207
Administration & Overhead	<u>\$1,650</u>
Net Debentured Cost	\$165,000

The capital project is estimated to be completed December 31, 2013 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2013.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

OPTIONS/ANALYSIS

Option 1: Proceed with the Authorizing By-law

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$165,000 for the Watermain (100mm) Replacement, Reaming or Relining Program. This option is recommended.

Option 2: Cancel outright or reduce

That Council has the option of canceling this project, or reducing the expenditure limit. The postponement will add to the existing maintenance costs and fail to address the existing water quality and circulation problems.

RECOMMENDED OPTION

That a Capital Expenditure By-law be prepared for Council's consideration to authorize the Watermain (100mm) Replacement, Reaming or Relining Program for the Engineering, Environmental Services and Works Department, being a 2013 Capital Budget project #6145WS, in to amount of \$165,000.


Respectfully Submitted,



Angela Cox
Manager, Finance & Administration
Engineering, Environmental Services & Works



Domenic Schiavone
Director, Public Works

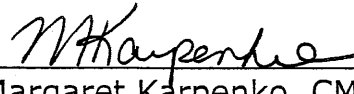


Alan Korell
Managing Director
Engineering, Environmental Services & Works


We concur in this report and recommendation.



Laura Boissonneault, CGA
Supervisor of Budgets and Financial
Reporting



Margaret Karpenko, CMA
Chief Financial Officer/Treasurer



Jerry Knox
Chief Administrative Officer

Person designated for continuance: Shawn Remillard

Attachments: Capital Project Status Sheet

Project Summary

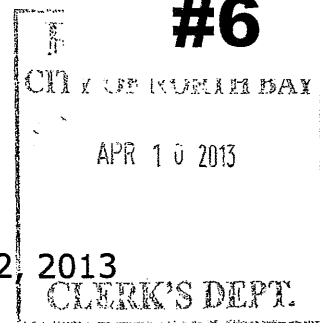
Project Number:	6145WS	Title:	WATERMAIN REPLACE/REAM/RELINE 2013 ON-GO		
Asset Type:	INFRASTRUCTURE - Water	Division:	Capital - Water		
Budget Year:	2013	Scenario Name:	Main	Active:	Yes
Budget Status:	Finance Funding	Regions:			
Project Type:					

Project Description				Project Comments			
This project allows for 100mm and 150mm watermain to be rehabilitated or replaced at various locations throughout the City.							
Scenario Description				Scenario Comments			
Project Forecast				Project Detailed 2013			
Budget Year	Total Expense	Total Revenue	Difference	GL Account	Description	Total Amount	
2013	165,000	165,000	0	Expense			
2014	170,000	170,000	0	3425	CONSTRUCTION CONTRACT		157,143
2015	175,000	175,000	0	4005	INTERNAL INTEREST CHARGES		6,207
2016	180,000	180,000	0	7010	ADMINISTRATON & OVERHEAD		1,650
2017	185,000	185,000	0			Total Expense:	165,000
2018	191,000	191,000	0	Revenue			
2019	197,000	197,000	0	0300	Pay As You Go Water		165,000
2020	203,000	203,000	0			Total Revenue:	165,000
2021	209,000	209,000	0				
2022	215,000	215,000	0				
	1,890,000	1,890,000	0				
Related Projects				Operating Budget Impact			
Year Identified	Start Date	Useful Life	Manager	Completion Date			
2013		15-30 YEARS	ALAN KORELL	Dec 31, 2013			

CITY OF NORTH BAY

REPORT TO COUNCIL

#6



REPORT NO: EESW-2013-042

DATE: April 2, 2013

ORIGINATOR: Angela Cox.
Manager, Finance & Administration

SUBJECT: 2013 Capital Budget Project – 6103RD/6103WS Residential Street Rehabilitation Program (On-going)

RECOMMENDATION:

That a Capital Expenditure By-Law be prepared for Council's consideration to authorize the Residential Street Rehabilitation Program, being a 2013 capital budget project #6103RD, in the amount of \$274,000 and water and sewer capital project #6103WS, in the amount of \$274,000.

BACKGROUND:

This project is an ongoing annual program which provides for the rehabilitation of residential City streets to improve the ride quality of local roads. This work is multi-phased and can be completed in cooperation with other capital infrastructure projects.

The ongoing project is funded over ten years 2013-2022. In the current 2013 Capital Budget project #6103RD has \$274,000 as a net debenture and project #6103WS has \$274,000 as a net debenture.

There is a growing requirement to maintain focus on the rehabilitation of the City's residential streets as the life expectancy of the roadways asphalt surface reaches its end. This project involves the rehabilitation of the street's infrastructure, asphalt surface and/or sub base material as required. This year the City will focus on Sage Road between Camelot and Shallot.

The breakdown of the cost to do the project is as follows:

Water and Sanitary Sewer Contract costs	\$260,952
Road and Storm Sewer Contract costs	\$260,952
Financing	\$20,616
Administration & Overhead	\$5,480
Net Debenture Cost	\$548,000

The capital project is estimated to be completed December 31, 2013 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2013.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

ANALYSIS/OPTIONS

Option 1: Proceed with the Authorizing By-Law

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$548,000 for the rehabilitation of residential city streets to improve the ride quality of local roads. This option is recommended.

Option 2: Cancel outright or reduce

The Council has the option of canceling this project, or reducing the expenditure limit. This would cause a work backlog and the city would fail to meet the growing demands to maintain the quality of our residential streets.

RECOMMENDED OPTION

That a Capital Expenditure By-Law be prepared for Council's consideration to authorize the Residential Street Rehabilitation Program, being a 2013 capital budget project #6103RD, in the amount of \$274,000 and water and sewer capital project #6103WS, in the amount of \$274,000.

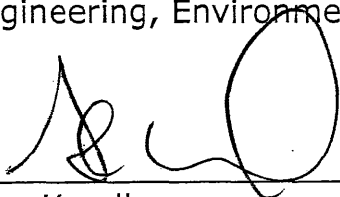
Respectfully Submitted,



Angela Cox
Manager, Finance & Administration
Engineering, Environmental Services & Works

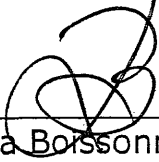


Domenic Schiavone
Director, Public Works

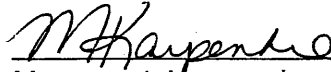


Alan Korell
Managing Director
Engineering, Environmental Services & Works

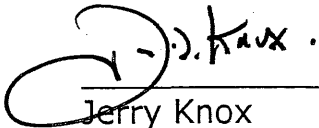
We concur in this report and recommendation.



Laura Borssonneault
Supervisor of Budgets and
Financial Reporting



Margaret Karpenko
Chief Financial
Officer/Treasurer



Jerry Knox
Chief Administrative Officer

Person designated for continuance: Domenic Schiavone

Attachments: Capital Project Status Sheet

Project Summary

Project Number: 6103RD	
Title: RESIDENTIAL STREET REHAB 2013 ON-GO	
Asset Type: INFRASTRUCTURE - Roads	
Division: Capital - Engineering, Environmental & Works	
Budget Year: 2013	
Scenario Name: Main	Active: Yes
Budget Status: Finance Funding	
Regions:	
Project Type:	

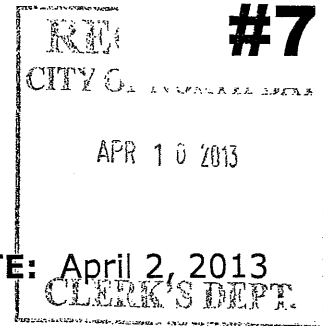
Project Description				Project Comments			
This project is to provide for the rehabilitation of residential City streets to improve ride quality on local roads. The work is multi-phased and can be completed in cooperation with other capital infrastructure projects.							
Scenario Description				Scenario Comments			
Project Forecast				Project Detailed 2013			
Budget Year	Total Expense	Total Revenue	Difference	GL Account	Description	Total Amount	
2013	274,000	274,000	0	Expense			
2014	282,000	282,000	0	3425	CONSTRUCTION CONTRACT	260,952	
2015	290,000	290,000	0	4005	INTERNAL INTEREST CHARGES	10,308	
2016	299,000	299,000	0	7010	ADMINISTRATON & OVERHEAD	2,740	
2017	308,000	308,000	0	Total Expense:		274,000	
2018	317,000	317,000	0	Revenue			
2019	327,000	327,000	0	0283	Fed Gas Tax	274,000	
2020	337,000	337,000	0	Total Revenue:		274,000	
2021	347,000	347,000	0				
2022	357,000	357,000	0				
3,138,000		3,138,000	0				
Related Projects				Operating Budget Impact			
Year Identified	Start Date	Useful Life	Manager			Completion Date	
2013		25-50 YEARS	ALAN KORELL			Dec 31, 2012	

Project Summary

Project Number:	6103WS				
Title:	RESIDENTIAL STREET REHAB 2013 ON-GO				
Asset Type:	INFRASTRUCTURE - Water				
Division:	Capital - Water				
Budget Year:	2013				
Scenario Name:	Main				Active: Yes
Budget Status:	Finance Funding				
Regions:					
Project Type:					

Project Description				Project Comments			
This project is to provide for the rehabilitation of residential City streets to improve ride quality on local roads. The work is multi-phased and can be completed in cooperation with other Capital Infrastructure Projects.							
Scenario Description				Scenario Comments			
Project Forecast				Project Detailed 2013			
Budget Year	Total Expense	Total Revenue	Difference	GL Account	Description	Total Amount	
2013	274,000	274,000	0	Expense			
2014	282,000	282,000	0	3425	CONSTRUCTION CONTRACT	260,952	
2015	290,000	290,000	0	4005	INTERNAL INTEREST CHARGES	10,308	
2016	299,000	299,000	0	7010	ADMINISTRATON & OVERHEAD	2,740	
2017	308,000	308,000	0			Total Expense: 274,000	
2018	317,000	317,000	0	Revenue			
2019	327,000	327,000	0	0300	Pay As You Go Water	274,000	
2020	337,000	337,000	0			Total Revenue: 274,000	
2021	347,000	347,000	0				
2022	2,357,000	2,357,000	0				
	5,138,000	5,138,000	0				
Related Projects				Operating Budget Impact			
Year Identified	Start Date	Useful Life	Manager			Completion Date	
2013		10-20 YEARS	ALAN KORELL			Dec 31, 2013	

CITY OF NORTH BAY
REPORT TO COUNCIL



REPORT NO: EESW-2013-45

DATE: April 2, 2013
CLERK'S DEPT.

ORIGINATOR: Angela Cox
Manager, Finance and Administration

SUBJECT: 2013 Capital Budget Project -6146WS Watermain Looping Program (On-going)

RECOMMENDATION:

That a Capital Expenditure By-Law be prepared for Council's consideration to authorize Watermain Looping Program for the Engineering, Environmental Services and Works Department, being a 2013 Capital Budget project #6146WS in the amount of \$109,000.

BACKGROUND:

This project is an ongoing annual program which provides improved water quality for its citizens by looping dead-end watermains. Water stagnates on dead-end streets so the city flushes these dead-ends to improve water quality but the ideal solution is to loop these dead ends to permanently solve the problem. Projects scheduled this year include Laurentian Avenue and Graham Drive.

The ongoing project is funded over ten years 2013-2022. In the current 2013 Capital Budget project 6146WS has \$109,000 as net debenture.

A Schedule to the proposed By-Law is submitted for Council's consideration.

Construction Contract	\$103,810
Financing	\$4,100
Administration & Overhead	<u>\$1,090</u>
Net Debenture Cost	\$109,000

The capital project is estimated to be completed December 31, 2013 and will be immediately initiated. Project is expected to be substantially completed by November 30, 2013.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this

schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

ANALYSIS/OPTIONS

Option 1: Proceed with the Authorizing By-law

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$109,000 for the Watermain Looping program schedule for Laurentian Avenue and Graham Drive. This option is recommended.

Option 2: Cancel outright or reduce

That Council has the option of canceling this project, or reducing the expenditure limit. This will postpone the watermain looping in these two areas of the City.

RECOMMENDED OPTION

That a Capital Expenditure By-Law be prepared for Council's consideration to authorize Watermain Looping Program for the Engineering, Environmental Services and Works Department, being a 2013 Capital Budget project #6146WS in the amount of \$109,000.

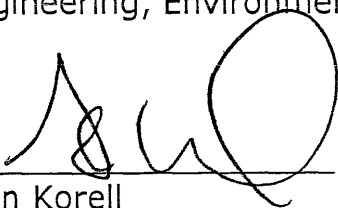
Respectfully Submitted,



Angela Cox
Manager, Finance & Administration
Engineering, Environmental Services & Works

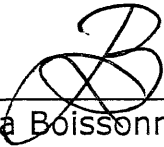


Domenic Schiavone
Director, Public Works



Alan Korell
Managing Director
Engineering, Environmental Services & Works

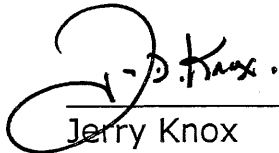
We concur in this report and recommendation.



Laura Boissonneault
Supervisor of Budgets and
Financial Reporting



Margaret Karpenko
Chief Financial
Officer/Treasurer



Jerry Knox
Chief Administrative Officer

Person designated for continuance: Shawn Remillard

Attachments: Capital Project Status Sheet

Project Summary

Project Number:	6146WS		
Title:	WATERMAIN LOOPING 2013 ON-GO		
Asset Type:	INFRASTRUCTURE - Water		
Division:	Capital - Water		
Budget Year:	2013		
Scenario Name:	Main	Active:	Yes
Budget Status:	Finance Funding		
Regions:			
Project Type:			

Project Description				Project Comments			
This project is to provide for an on-going watermain looping and automatic flow program that links dead-end watermains to improve the quality of water supplied by the City of North Bay.							
Scenario Description				Scenario Comments			
Project Forecast				Project Detailed 2013			
Budget Year	Total Expense	Total Revenue	Difference	GL Account	Description	Total Amount	
2013	109,000	109,000	0	Expense			
2014	112,000	112,000	0	3425	CONSTRUCTION CONTRACT	103,810	
2015	115,000	115,000	0	4005	INTERNAL INTEREST CHARGES	4,100	
2016	118,000	118,000	0	7010	ADMINISTRATON & OVERHEAD	1,090	
2017	122,000	122,000	0	Total Expense:		109,000	
2018	126,000	126,000	0	Revenue			
2019	130,000	130,000	0	0300	Pay As You Go Water	109,000	
2020	134,000	134,000	0	Total Revenue:		109,000	
2021	138,000	138,000	0				
2022	142,000	142,000	0				
	1,246,000	1,246,000	0				
Related Projects				Operating Budget Impact			
Year Identified	Start Date	Useful Life	Manager			Completion Date	
2013		50 YEARS	ALAN KORELL			Dec 31, 2013	

CITY OF NORTH BAY
REPORT TO COUNCIL

#8

APR 10 2013

CLERK'S DEPT.

REPORT NO: EESW-2013-054

DATE: April 2, 2013

ORIGINATOR: Angela Cox
Manager, Finance & Administration

SUBJECT: 2013 Capital Budget Project – 6143WS Flush Watermains
(On-going)

RECOMMENDATION:

That a Capital Expenditure By-Law be prepared for Council's consideration to authorize the Flush Watermains Project for the Engineering, Environmental Services and Works Department, being a 2013 capital budget project #6143WS, in the amount of \$218,000.

BACKGROUND:

This project provides for the on-going annual flushing of the City's watermains in a special pattern to control the discharge of debris with minimal disruption of potable water supply to users.

The on-going project #6143WS has a 2013 Capital Budget of \$218,000 as a net debenture cost.

The breakdown of the cost to do the project is as follows:

Construction Contract	\$207,619
Financing	\$8,201
Administration & Overhead	<u>\$2,180</u>
Net Debenture Cost	\$218,000

The capital project is estimated to be completed December 31, 2013 and will be immediately initiated. Project is expected to be substantially completed by December 1, 2013.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Reports or if required a Report to Council.

ANALYSIS/OPTIONS

Option 1: Proceed with the Authorizing By-Law

That Council proceeds with the authorizing by-law to approve the expenditure in the amount of \$218,000 for the annual program of flushing watermains throughout the City. This option is recommended.

Option 2: Cancel outright or reduce

The Council has the option of canceling this project, or reducing the expenditure limit. This would result in a violation of the provincial regulation for water systems and increase liability for the City.

RECOMMENDED OPTION

That a Capital Expenditure By-Law be prepared for Council's consideration to authorize the Flush Watermains Project for the Engineering, Environmental Services and Works Department, being a 2013 capital budget project #6143WS, in the amount of \$218,000.

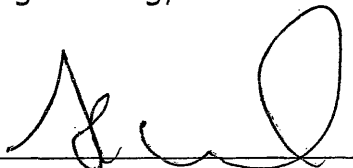
Respectfully Submitted,



Angela Cox
Manager, Finance & Administration
Engineering, Environmental Services & Works



Domenic Schiavone
Director, Public Works

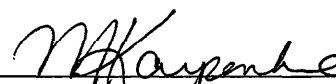


Alan Korell
Managing Director
Engineering, Environmental Services & Works

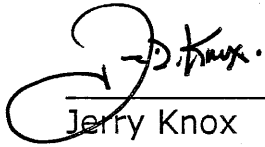
We concur in this report and recommendation.



Laura Boissonneault
Supervisor of Budgets and
Financial Reporting



Margaret Karpenko
Chief Financial
Officer/Treasurer

A handwritten signature in black ink, appearing to read "Jerry Knox", is written over a horizontal line.

Jerry Knox
Chief Administrative Officer

Person designated for continuance: Domenic Schiavone

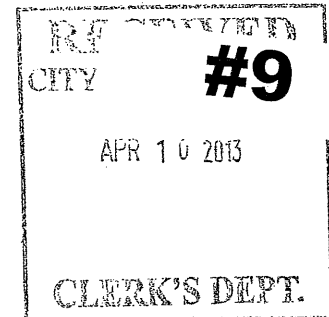
Attachments: Capital Project Status Sheet

Project Summary

Project Number: 6143WS	Active: Yes
Title: FLUSH WATERMAINS 2013 ON-GO	
Asset Type: OPERATING/MAINTENANCE - Water	
Division: Capital - Water	
Budget Year: 2013	
Scenario Name: Main	
Budget Status: Finance Funding	
Regions:	
Project Type:	

Project Description	Project Comments																																																																												
The program provides for the on-going annual flushing of the City's watermains in a special pattern to control the discharge of debris with minimal disruption of potable water supply to users.																																																																													
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Project Forecast	Project Detailed 2013																																																																												
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Budget Year	Total Expense	Total Revenue	Difference																																																																										
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2013		10-20 YEARS	ALAN KORELL	Dec 31, 2013																																																																									

**CITY OF NORTH BAY
REPORT TO COUNCIL**



REPORT NO: EESW-2013-047

DATE: April 2, 2013

ORIGINATOR: Angela Cox
Manager, Finance & Administration

SUBJECT: 2013 Capital Budget Project 3110ST - Ski Club Road Storm Sewer
(755 Ski Club Road)

RECOMMENDATION:

That a Capital Expenditure By-Law be prepared for Council's consideration to authorize the Ski Club Road Storm Sewer (755 Ski Club Road), being 2013 Capital Budget Project #3110ST, in the amount of \$500,000.

BACKGROUND:

On April 2, 2013 Council passed Resolution No. 2013-221 and By-Law No. 2013-81 to authorize the purchase of an easement at 755 Ski Club Road at an upset limit of \$165,940.00 (which also includes the demolition and reconstruction of a garage and the restoration of the lands) that will be funded out of Capital Budget Project 3110ST - Ski Club Road Storm Sewer. The balance of the \$500,000 budget will encompass the engineering design of the storm sewer, removal of the existing storm sewer and replacement with an upgraded storm sewer and restorations.

In the current 2013 Capital Budget, Project #3110ST has \$500,000 as a net debenture cost.

A Schedule to the proposed By-Law is submitted for consideration of City Council.

Purchase of Easement as per By-Law No. 2013-81	\$165,940
Engineering, Construction & Project Management	\$310,250
Financing	<u>\$23,810</u>
Net Debenture Cost	\$500,000

The capital project is estimated to be completed December 31, 2013 and will be initiated once the Wojick agreement has been executed. The project is expected to be substantially completed by December 1, 2013, but is contingent on certain works being completed by the owner.

This schedule is considered reasonable. As the capital project moves forward any major variances to this schedule will be communicated to Council via the semiannual Capital Status Report or if required, a Report to Council.

ANALYSIS/OPTIONS:

Option 1: Proceed with the Expenditure By-Law

That Council proceeds with the Capital Expenditure By-Law to approve the \$500,000 for the purchase, engineering, construction and project management of a storm sewer system which currently is located under a residential garage at 755 Ski Club Road. This is option is recommended.

Option 2: Cancel outright or reduce

The Council has the option of canceling this project, or reducing the expenditure limit. This would postpone the project placing the City at risk if the current infrastructure were to fail.

RECOMMENDED OPTION:

That a Capital Expenditure By-Law be prepared for Council's consideration to authorize the Ski Club Road Storm Sewer (755 Ski Club Road), being 2013 Capital Budget Project #3110ST, in the amount of \$500,000.

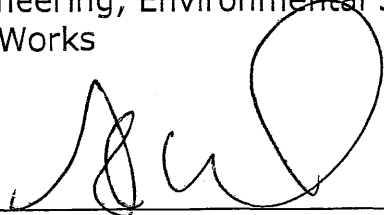
Respectfully Submitted,



Angela Cox
Manager, Finance & Administration
Engineering, Environmental Services
and Works



David Euler
Director of Engineering

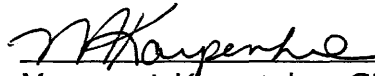


Alan Korell
Managing Director
Engineering, Environmental Services
and Works

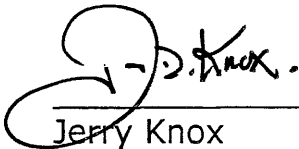
We concur in this report and recommendation.



^{for} _____
Laura Boissonneault, CGA
Supervisor of Budgets and
Financial Reporting



Margaret Karpenko, CMA
Chief Financial Officer/Treasurer



Jerry Knox
Chief Administrative Officer

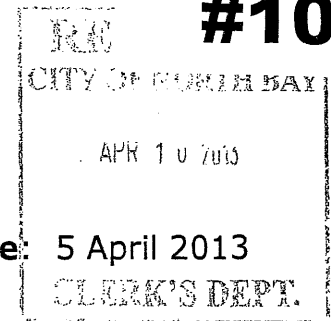
Personnel designated for continuance: David Euler, Shawn Remillard
Attachments: Capital Project Status Sheet

Project Summary

Project Number:	3110ST-2		
Title:	SKI CLUB ROAD STORM SEWER		
Asset Type:	INFRASTRUCTURE - Storm		
Division:	Capital - Engineering, Environmental & Works		
Budget Year:	2013		
Scenario Name:	Main	Active:	Yes
Budget Status:	Finance Funding		
Regions:			
Project Type:			

Project Description				Project Comments			
This project provides for the construction of a small sewer system. The new pipes will be relocated to eliminate existing piping currently under a residential garage.				See 3004RD & 3004ST for design work.			
Scenario Description				Scenario Comments			
Project Forecast				Project Detailed 2013			
Budget Year	Total Expense	Total Revenue	Difference	GL Account	Description	Total Amount	
2013	500,000	500,000	0	Expense			
	500,000	500,000	0	3425	CONSTRUCTION CONTRACT	476,190	
				4005	INTERNAL INTEREST CHARGES	23,810	
					Total Expense:	500,000	
				Revenue			
				5901	DEBENTURE PROCEEDS	500,000	
					Total Revenue:	500,000	
Related Projects				Operating Budget Impact			
Year Identified	Start Date	Useful Life		Manager			Completion Date
2012	Nov 1, 2012						

CITY OF NORTH BAY
REPORT TO COUNCIL



Report No: CSBU 2013-39

Date: 5 April 2013

Originator: Grant J. Love, Fire Chief

Subject: 2013 Capital Budget Project - 6113FD Vehicle and Equipment Replacement Program (On-going)

RECOMMENDATION

That a Capital Expenditure By-law be prepared for Council's consideration to fund the Fire Department Vehicle and Equipment Replacement Program, being a 2013 capital budget project # 6113FD, in the amount of \$404,976.

BACKGROUND

The tendering for the refurbishment is now being initiated and will be ongoing over the next 6-9 months. Each vehicle or piece of equipment will only be recommended for purchase if there is sufficient budget allocation remaining. The ongoing program of vehicle replacement in the Fire Department identifies the replacement of Unit 52, Fire Prevention/Public Education van, with a new, appropriate vehicle. Operating costs for unit 52 has been increasing over the past few years due to its age (9 Years) resulting in significant costs due to down time and repairs. Unit 52 has reached the end of its serviceable life.

A recent motor vehicle accident involving another Fire Prevention vehicle resulted in our vehicle being severely damaged and deemed to be not worthy of repair. The accident was not the fault of our driver as the driver of the other vehicle pulled out in front of our vehicle and caused the collision. Salvage funds and deductible costs along with Government concessions and factory rebates will be applied for the inclusion of a replacement for this vehicle and will not result in additional expenditures for this capitol project.

Unit 30, a 1997 55' aerial/pumper, has a severely cracked chassis frame. Working with Gerald Decou to have this corrected provided us with the option of the apparatus being refurbished. This provides us with an \$800,000 aerial/pumper (had planned on replacing in 2018) that would last approximately 12 years.

Unit 99 was scheduled to be refurbished in 2012. Due to changes in the industry, the option for refurbishment was not financially prudent. An RFP was distributed and the recommended option was to take the 2012 budgeted amount of \$325,000.00 along with the accumulated capital amounts and put them toward a new airport crash rescue apparatus.

Two additional apparatus, unit 22 - the back up pumper and unit 42 - in-service aerial, will be refurbished if existing funds are available. This will extend their service life by 5-10 years.

A Schedule to the proposed By-Law is submitted for consideration of City Council.

Purchase of new vehicles & refurbishing of apparatus for 2013

Vehicle and Equipment Replacement	\$490,476
Financing Costs	\$19,374
Administration and Overhead	\$5,150
2012 Pre Approval By-Law 2012-216	<u>(110,024)</u>
Net Debenture Cost	\$404,976

The capital project is estimated to be completed December 31, 2013 and will be immediately initiated. Project is expected to be substantially completed by October 31, 2013.

This implementation period is considered fair and reasonable if all assumptions are realized. As the capital project moves forward, any major variances to this schedule will be communicated to Council via the semi-annual Capital Status Reports or, if required, a Report to Council.

OPTIONS ANALYSIS

Option 1 - Proceed with the Authorizing By-Law

The 2013 capital budget included an amount of \$515,000 for the acquisition of vehicles and equipment for the NBFES. In 2012, \$110,024 was pre-approved, therefore, the balance remaining for approval is \$404,976. The City's extensive fleet of vehicles and equipment carries an annual replacement program. The approval of this expenditure by-law will permit City staff to commence the tendering and acquisition process. The actual cost of each vehicle or piece of equipment will be compared to the budget estimates and adjustments will be made on an ongoing basis to ensure that the total costs are within the project's approved limit.

Option 2 - Cancel outright or reduce

Council has the option of cancelling this project or reducing the expenditure limit. This would have the effect of deferring vehicle and equipment replacements until next year or later. This would have a serious impact on our operations as it is essential that the existing equipment be functional and ready for duty. With few exceptions, there is little in the way of backup equipment and a prolonged

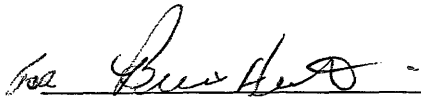
breakdown can have serious implications in terms of performing the many tasks expected by the Department.

The cancellation or reduction of this program will have a serious negative impact on the Department. If this were Council's decision, we would be able to manage but certain activities may be delayed or curtailed. Equipment maintenance costs will undoubtedly increase as the costs of maintaining an older fleet is costly.

RECOMMENDED OPTION

That a Capital Expenditure By-law be prepared for Council's consideration to fund the Fire Department Vehicle and Equipment Replacement Program, being a 2013 capital budget project # 6113FD, in the amount of \$404,976.


Respectfully submitted,



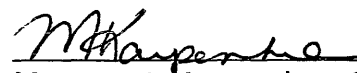
Grant J. Love, Fire Chief

GJL/CM

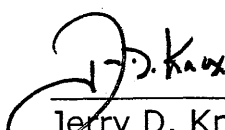
We concur in this report and recommendation.



fol: Laura Boissonneault, CGA
Supervisor of Budgets
and Financial Reporting



Margaret Karpenko, CMA
Chief Financial Officer / Treasurer



Jerry D. Knox
Chief Administrative Officer

Personnel designated for continuance: Deputy Chief Brian Hunt

Attachments: Capital Project Status Sheet

Copy for: Cathy Conrad

W:\Administration\Report to Council\2013\RTC 2013-39 6113FD Vehicle and Equipment replacement.doc

Project Summary

Project Number:	6113FD
Title:	FIRE VEHICLE & EQUIPMENT REPLACEMENT 2013 ON-GO
Asset Type:	MACHINERY & EQUIPMENT - Fire
Division:	Capital - Fire Department
Budget Year:	2013
Scenario Name:	Main
Budget Status:	Finance Funding
Region:	
Project Type:	
	Active: Yes

Project Description	Project Comments
<p>This program provides for the Fire Department's vehicle and equipment replacement. Note - Front line units are not to exceed 15 years of age to maintain insurance rating (FUS) of Class 3 or 4 and the associated compliance with National Fire Protection Association.</p>	<p>2013 Replace Unit 52, Fire Prevention Investigation/Public Education van with new appropriate vehicle. Unit 52 will be traded in. Unit 30, a 1997 55' aerial/pumper has a severely cracked chassis frame. We are working with Gerald Decou to have this corrected by the manufacturer. An option is to have a new cab and chassis purchased and put under the aerial/pumper. This would provide us with an \$300,000 aerial/pumper (had planned on replacing in 2018) that would last around 15 years. Unit 99 was scheduled to be refurbished in 2012. Due to changes in the industry the option for refurbishment was not financially prudent. An RFP was distributed and the recommended option was to take the 2012 budgeted amount of \$325,000 along with the accumulated capital amounts and put them towards a new airport crash rescue apparatus. Pre-commitment of \$110,024 with by-law 2012-216 from 2013 budget in 2012.</p>

Scenario Description
Scenario Comments

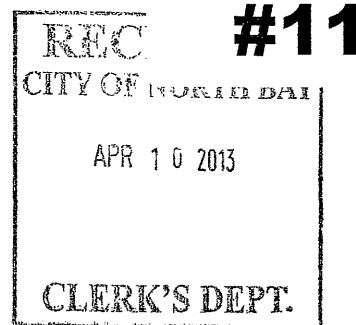
Project Forecast			
Budget Year	Total Expense	Total Revenue	Difference
2013	515,000	515,000	0
2014	400,000	400,000	0
2015	1,100,000	1,100,000	0
2018	300,000	300,000	0
2019	680,000	680,000	0
2020	80,000	80,000	0
	3,075,000	3,075,000	0

Project Detailed 2013			
GL Account	Description	Total Amount	
4925	INTERNAL INTEREST CHARGE	19,374	
5010	MACHINERY & EQUIPMENT	490,476	
7910	ADMINISTRATION & OVERHEAD	5,150	
	Total Expense:	515,000	
			Total Revenue:
	TRF FRM REV FUND-PAYGO	515,000	
		515,000	

Operating Budget Impact	
Manager	Est. Completion Date
GRANT LOVE	Dec 31, 2013

Related Projects	
Year Mentioned	Project Partner
2013	10-20 Years

CITY OF NORTH BAY
REPORT TO COUNCIL



Report No: CORP #2013-40

Date: March 26, 2013

Originator: Ron Mimee

Subject: 2012 Water & Sanitary Sewer Year-end Variance and Reserve Transfers

RECOMMENDATION:

That the Chief Financial Officer be authorized to process the following transfers to and from Reserve Funds as at fiscal year-end December 31, 2012:

- The 2012 Water operating surplus of \$170,159 to the Water Operating Reserve Fund (#99576R),
- The 2012 Sanitary Sewer operating deficit of (\$268,600) from the Sanitary Sewer Operating Reserve Fund (#99577R).

BACKGROUND:

The City of North Bay's 2012 fiscal year has closed and, pending any required external audit adjustments, the Water and Sanitary Sewer operations ended the year with a **deficit of (\$98,441)**, resulting from:

➤ **Water System ended the year with a surplus of \$170,159, resulting from:**

Lower debenture principle and interest payments, lower pay-as-you-go capital levy, lower insurance premiums, lower wage and chemical costs at water treatment plant and lower restoration costs partially offset by higher water system connection costs and water distribution systems maintenance costs.

➤ **Sanitary Sewer System ended the year with a deficit of (\$268,600), resulting from:**

Lower sanitary sewer surcharge revenues, higher insurance premiums, municipal taxes / chemical costs / sludge disposal costs at the waste water treatment plant partially offset by lower sanitary sewer system maintenance and restoration costs.

OPTIONS / ANALYSIS:

Option # 1

North Bay City Council approves of the transfers to and from reserve funds.

This will allow for the closing of the financial records for 2012 in preparation for the annual external audit.

This option is recommended.

Option # 2

North Bay City Council does not approve the transfers to and from reserve funds.

Under the Ontario Municipal Act, municipalities must provide, in its current year operating budget, any deficits incurred in the previous year. As a result of not approving the requested transfer from reserve fund, the City of North Bay would be required to increase the Sanitary Sewer Surcharge for 2013 to account for the 2012 deficit.

This option is not being recommended

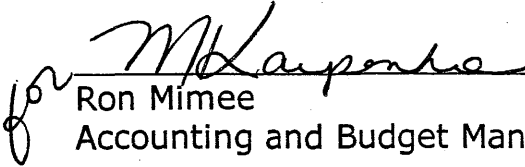
RECOMMENDATION:

That the Chief Financial Officer be authorized to process the following transfers to and from Reserve Funds as at fiscal year-end December 31, 2012:

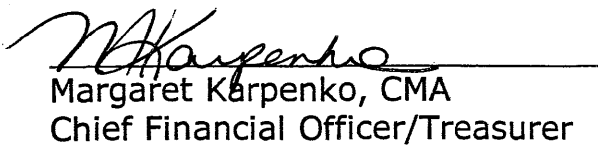
- The 2012 Water operating surplus of \$170,159 to the Water Operating Reserve Fund (#99576R),
- The 2012 Sanitary Sewer operating deficit of (\$268,600) from the Sanitary Sewer Operating Reserve Fund (#99577R).

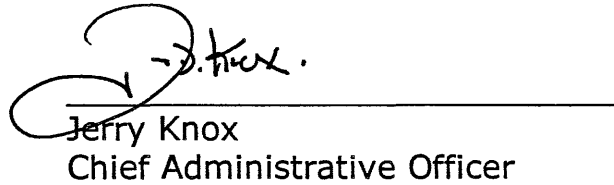
Including the above transfers, associated reserve fund balances are comprised of the following: the Water Operating Reserve Fund - \$371,630 and the Sanitary Sewer Operating Reserve Fund - (\$67,129).

Respectfully submitted,


for Ron Mimeo
Accounting and Budget Manager

We concur in this report and recommendation.

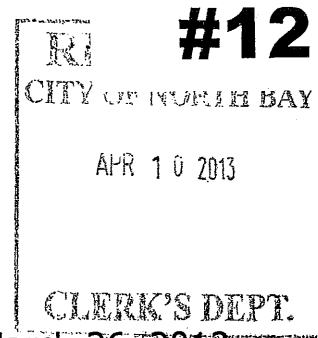

Margaret Karpenko, CMA
Chief Financial Officer/Treasurer


Jerry Knox
Chief Administrative Officer

Personnel designated for continuance: Accounting and Budget Manager

W:/FINSERV/Ron/2012-Year End Financial Report

CITY OF NORTH BAY
REPORT TO COUNCIL



Report No: CORP #2013-39

Date: March 26, 2013

Originator: Ron Mimee

Subject: 2012 General Year-end Variance and Reserve Transfers

RECOMMENDATION:

That the Chief Financial Officer be authorized to process the following transfers to/from reserve funds as at fiscal year-end December 31, 2012:

- The 2012 General Operating Budget year-end surplus of \$6,250 to the Tax Rate Stabilization Reserve Fund (#99529R),
- The 2012 Police Services operating deficit of (\$23,285) from the Police Purposes Reserve Fund (#99564R),
- The 2012 net Fire revenues related to 'Wild Land Fire Activities', associated with the MNR, in the amount of \$4,609 to the Fire Reserve Fund (#99550R).

BACKGROUND:

The City of North Bay's 2012 fiscal year has closed and, pending any required external audit adjustments, financial results are as follows:

- City of North Bay's operations closed with a **surplus of \$6,250** (See APPENDIX A)
- Police Services Board operations closed with a **deficit of (\$23,285)**

City of North Bay's operating surplus of \$6,250 for 2012 results from:

➤ **City Business Units** ending the year with a **surplus of \$80,284:**

- **Corporate Services** ending the year with a **surplus of \$24,162:** Higher revenues in by-law enforcement and information systems activities and lower city hall maintenance costs partially offset by final supplemental OMEX insurance assessments
- **Engineering, Environmental Services and Works** ended the year with a **surplus of \$349,905:** Higher corporate fleet revenues, higher Stewardship Ontario grants, lower hazardous waste program costs, sales of recycled electronics and lower utility costs partially offset by lower tipping fee revenues and higher maintenance costs at

Merrick landfill, higher roadway surface maintenance, higher storm sewer maintenance and higher ditching and drainage costs

- **Community Services** ended the year with a **deficit of (\$250,436)**: Higher transit operating, fuel and repair costs and lower transit revenues partially offset by higher municipal parking lot revenues, lower Heritage North Bay costs, higher planning department revenues and lower costs in other activities
- **Fire Department**: ended the year with a **deficit of (\$43,347)**: Higher overtime costs partially offset by higher revenues
- **General Government activities** ended the year with a **deficit of (\$78,477)**. Lower supplemental tax revenues, higher debt principle and interest payments and lower short term interest revenue partially offset by revenue generated through methane gas sales and lower tax assessment adjustment write-offs
- **Local Agencies, Boards and Commissions** ended the year with a **surplus of \$4,443**.

OPTIONS / ANALYSIS:

Option # 1

North Bay City Council approves of the transfers to/from reserve funds.

This will allow for the closing of the financial records for 2012 in preparation for the annual external audit.

This option is recommended.

Option # 2

North Bay City Council does not approve the transfers to/from reserve funds.

This option is not being recommended

RECOMMENDED OPTION / FINANCIAL IMPACTS:

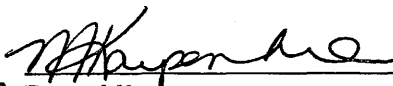
That the Chief Financial Officer be authorized to process the following transfers to/from reserve funds as at fiscal year-end December 31, 2012:

- The 2012 General Operating Budget year-end surplus of \$6,250 to the Tax Rate Stabilization Reserve Fund (#99529R),
- The 2012 Police Services operating deficit of (\$23,285) from the Police Purposes Reserve Fund (#99564R),
- The 2012 net Fire revenues related to 'Wild Land Fire Activities', associated with the MNR, in the amount of \$4,609 to the Fire Reserve Fund (#99550R).

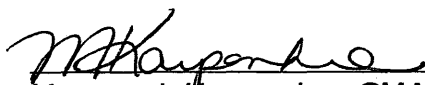
Including the above transfers, associated reserve fund balances at year-end are comprised of the following: the Tax Rate Stabilization Reserve Fund - \$1,326,299 and the Police Purposes Reserve Fund - \$580,957.


The transfer for net Fire revenues related to 'Wild Land Fire Activities' was initiated in 2012 and therefore the reserve balance associated to this activity is equal to the current transfer.

Respectfully submitted,


for Ron Mimée
Accounting and Budget Manager

We concur in this report and recommendation.


Margaret Karpenko, CMA
Chief Financial Officer/Treasurer


Jerry Knox
Chief Administrative Officer

Personnel designated for continuance: Accounting and Budget Manager

W:/FINSERV/Ron/2012-Year End Financial Report

APPENDIX A

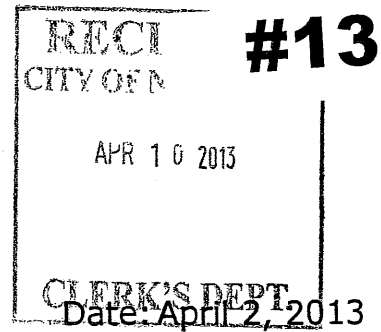


**Business Unit Year-end
Summary**

Budget Year: 2012

(Surplus)/Deficit Calculation	2012 Actuals	2012 Budget	Variance
Community Services			
AQUATIC CENTRE	260,979	255,283	5,696
ARENA - MEMORIAL GARDENS	627,350	709,522	(82,172)
ARENA - PETE PALANGIO	188,270	93,759	94,511
ARENA - WEST FERRIS	237,079	269,509	(32,430)
BUILDING	62,567	91,091	(28,524)
COMMUNITY SERVICES ADMIN	147,908	187,062	(39,154)
ECONOMIC DEVELOPMENT	593,525	623,030	(29,504)
KINGS LANDING	2,558	6,300	(3,742)
MARINA	(576)	0	(576)
PARKING OPERATIONS	(251,420)	(168,472)	(82,948)
PARKS - OPERATIONS	3,045,999	3,091,364	(45,365)
PARKS - SPORTS FIELD COMPLEX	152,584	168,691	(16,107)
PLANNING DEPARTMENT	412,545	465,559	(53,014)
REC, LEISURE, & CULTURAL SERVICES	617,682	641,820	(24,139)
SKATEBOARD PARK	126	0	126
TRANSIT	2,924,799	2,337,016	587,783
Total:	9,021,971	8,771,535	250,436
Corporate Services			
COUNCIL SECRETARIAT	833,650	864,143	(30,494)
FINANCIAL SERVICES	1,553,499	1,574,162	(20,662)
HUMAN RESOURCES	1,199,482	1,181,926	17,556
INFORMATION SYSTEMS	1,201,483	1,262,576	(61,093)
LEGAL DEPARTMENT - BY-LAW	(59,625)	(18,495)	(41,130)
LEGAL DEPARTMENT - GENERAL	481,163	344,350	136,813
LEGAL DEPARTMENT - POA	(306,411)	(281,255)	(25,156)
Total:	4,903,245	4,927,407	(24,162)
Engineering, Environmental & Works			
ENGINEERING SERVICES	374,275	397,494	(23,219)
ENVIRONMENTAL SERVICES	289,857	364,299	(74,442)
FLEET MANAGEMENT	(869,173)	(384,554)	(484,618)
ROADS DEPARTMENT	7,093,130	6,880,400	212,730
STORM SEWERS	647,581	567,065	80,516
WORKS DEPT ADMINISTRATION	988,985	1,049,851	(60,866)
Total:	8,524,650	8,874,555	(349,905)
Fire Department			
FIRE DEPARTMENT	11,545,190	11,501,843	43,347
Total:	11,545,190	11,501,843	43,347
General Government Activities			
FINANCIAL EXPENSES	15,299,497	15,329,200	(29,703)
GENERAL REVENUES	(84,685,218)	(84,752,217)	66,999
MAYOR & COUNCIL	307,588	349,546	(41,957)
OFFICE OF THE CAO	487,164	404,028	83,136
Total:	(68,590,966)	(68,669,443)	78,477
Local Agencies, Boards & Comm.			
BOARDS & COMMISSIONS	34,589,661	34,594,104	(4,443)
Total:	34,589,661	34,594,104	(4,443)
(Surplus) Deficit	(6,250)	0	(6,250)

CITY OF NORTH BAY
Report to Council



Report No: CORP 2013-45

Originator: Laura Boissonneault & Margaret Karpenko

Subject: 2013 Operating Budget - Ontario Regulation 284/09 Disclosure

RECOMMENDATIONS:

That City Council acknowledges the 2013 Operating Budget and the 2013 Water and Sanitary Sewer Operating Budget were prepared on the cash basis format and excluded the following expenses:

- amortization of tangible capital assets
- employee future benefits costs
- solid waste landfill closure cost and post closure expenses

That Council authorizes the continued preparation of its annual Operating Budget and Water & Sanitary Sewer Operating Budget using the cash basis format.

BACKGROUND:

Municipalities in Ontario have historically developed their budgets on a cash basis format including the funding of capital improvements. Starting in 2009, Public Sector accounting standards and reporting requirements have changed dramatically with the most significant change being the introduction of tangible capital asset accounting. Municipalities are now required to report their tangible capital assets on the balance sheet and amortize these assets over their useful life. Several other accounting changes were introduced such that municipalities must now prepare their financial statements under the accrual basis format, similar to the Private Sector.

The Province of Ontario enacted a regulation, Ontario Regulation 284/09 (Appendix A), allowing for certain items to be excluded from operating budgets but with a required reporting disclosure.

The allowable excluded expenses are:

- amortization of tangible capital assets
 - employee future benefits costs
 - solid waste landfill closure cost and post closure expenses
-

FINANCIAL IMPLICATIONS:

There are no direct financial implications associated with continuing to budget on a cash basis. All appropriate accruals will be reported in the annual audited financial statements as legislated.

OPTIONS:

1. That Council comply with Ontario Regulation 284/09 by acknowledging that the 2013 Operating Budget and the 2013 Water and Sanitary Sewer Operating Budget were prepared using the cash basis and **excluded** the following expenses: amortization, employee future benefits, and solid waste landfill closure cost and post closure expenses; and

That Council authorizes the continued preparation of the annual Operating Budget and the Water and Sanitary Sewer Operating Budget using cash basis format.

2. That Council decide to **include** in future annual operating budgets the following expenses: amortization, employee future benefits, and solid waste landfill closure cost and post closure expenses. This option would increase the City's Tax Levy and Water & Sanitary Sewer Rates and is not recommended at this time.
-

RECOMMENDED OPTIONS:

That City Council acknowledges that the 2013 Operating Budget and the 2013 Water and Sanitary Sewer Operating Budget were prepared on the cash basis format and excluded the following expenses:

- amortization of tangible capital assets
- employee future benefits costs
- solid waste landfill closure cost and post closure expenses

That Council authorizes the continued preparation of its annual Operating Budget and Water and Sanitary Sewer Operating Budget using the cash basis format.

The 2013 Operating Budget and Water and Sanitary Sewer Operating Budget were prepared on the cash basis format and excluded:

- Amortization of tangible capital assets estimated at \$19,800,000 (based on 2012 projections). This amount if budgeted could potentially be partially offset by the \$17,420,088 pay-as-you-go capital levy which is already included in the operating budgets. Under the new accounting standards, the assets acquired by the pay-as-you-go capital levy are

earmarked as tangible capital asset expenses and result in costs being capitalized and expensed over the useful life of the assets.

Changing the City's budget to include amortization could potentially require an estimated additional amount of \$2,379,912 to be budgeted.

- Historically, estimated accrued employee future benefit costs have been between 100,000 and 400,000 annually. At the time of this report the 2013 costs are projected to be in line with past years. If budgeted, these estimated annual costs could be set aside in reserves to pay for future employee benefits which continue after an employee retires until the age of 65.
- Annual anticipated solid waste landfill closure and post closure accrued costs are estimated to be between \$125,000 and \$200,000. If budgeted, these costs could be levied and set aside in reserves to cover the future closing of the existing landfill and to cover the on-going perpetual care of all closed landfill locations.

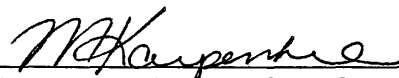
Including the aforementioned accrued costs in the 2013 Operating Budgets could have potentially increased total expenditures by an estimated \$2,979,912 and in turn raised both the Municipal Levy and Water & Sanitary Sewer Rates.

Since 2012, the decision for Municipal Governments to move towards budgets that **include** amortization and accrued liabilities has been in an in-depth review process. The Ministry began the review in June 2012, followed by a 'Municipal Accountability and Transparency Forum' in October. In April 2013, formal consultations will take place with Municipal stakeholders. The final direction and associated impact to municipalities is unclear at this time, however what is clear is the Ministry's commitment to support the municipal accountability and transparency effort in financial information management and reporting. Once a final decision has been made by the Ministry and the potential impacts have been determined, a report will be issued to Council outlining the specific details and legislative requirements.

Respectfully submitted,

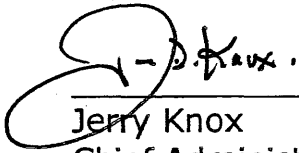


Laura Boissonneault, CGA
Supervisor of Budgets & Financial
Reporting



Margaret Karpenko, CMA
Chief Financial Officer /
Treasurer

I concur in this report and recommendation.

A handwritten signature in black ink, appearing to read "J. Knox", is written over a horizontal line.

Jerry Knox
Chief Administrative Officer

Personnel designated for continuance: Chief Financial Officer

X:/Finserv/Reports to Council/2013 operating budget ONTARIO REG 284 09

Municipal Act, 2001
Loi de 2001 sur les municipalités

ONTARIO REGULATION 284/09
BUDGET MATTERS — EXPENSES

Consolidation Period: From July 31, 2009 to the e-Laws currency date.

No amendments.

This Regulation is made in English only.

Exclusion

1. In preparing the budget for a year, a municipality or local board may exclude from the estimated expenses described in paragraph 3 of subsection 289 (2) and in paragraph 3 of subsection 290 (2) of the Act all or a portion of the following:

1. Amortization expenses.
2. Post-employment benefits expenses.
3. Solid waste landfill closure and post-closure expenses. O. Reg. 284/09, s. 1.

Report

2. (1) For 2011 and subsequent years, the municipality or local board shall, before adopting a budget for the year that excludes any of the expenses listed in section 1,

- (a) prepare a report about the excluded expenses; and
- (b) adopt the report by resolution. O. Reg. 284/09, s. 2 (1).

(2) If a municipality or local board plans to adopt or has adopted a budget for 2010 that excludes any of the expenses listed in section 1, the municipality or local board shall, within 60 days after receiving its audited financial statements for 2009,

- (a) prepare a report about the excluded expenses; and
- (b) adopt the report by resolution. O. Reg. 284/09, s. 2 (2).

Contents

3. A report under section 2 shall contain at least the following:

1. An estimate of the change in the accumulated surplus of the municipality or local board to the end of the year resulting from the exclusion of any of the expenses listed in section 1.
2. An analysis of the estimated impact of the exclusion of any of the expenses listed in section 1 on the future tangible capital asset funding requirements of the municipality or local board. O. Reg. 284/09, s. 3.

Review

4. The Ministry of Municipal Affairs and Housing shall initiate a review of this Regulation on or before December 31, 2012. O. Reg. 284/09, s. 4.

5. OMITTED (PROVIDES FOR COMING INTO FORCE OF PROVISIONS OF THIS REGULATION). O. Reg. 284/09, s. 5.

**CITY OF NORTH BAY
REPORT TO COUNCIL**

CITY #14
CLERK'S DEPT.
March 26, 2013

Report No: EESW-2013-079

Date: March 26, 2013

Originator: Karin Pratte

Subject: 2012 North Bay Wastewater System Annual Report

RECOMMENDATION:

That North Bay City Council receives for information the 2012 Annual Report for the North Bay Wastewater System as attached to Report to Council EESW-2013-079.

BACKGROUND:

The Certificate of Approval issued for the North Bay Wastewater Treatment Plant requires the Owner to prepare and submit to the Ministry of the Environment an annually performance report. This report is provides the Ministry with all the technical details required to determine if the plant is operating in compliance to the terms of the Certificate of Approval.

The report, which has been submitted to the Ministry of the Environment, is attached for your information. Please note that submitting this Annual Report to Council is not a legislative requirement, but we have traditionally provided the report for your information and we do post the report for public viewing on the City's web page.

In summary, for 2012 the wastewater treatment plant had an average daily sewage flow of approximately 40,000 m³/day with a maximum peak flow of 78,500 m³/day. The average daily rated capacity is 54,500 m³/day and the maximum peak flow rated capacity is 108,900 m³/day. In 2012, the raw sewage flow requiring treatment was well within the rated capacity. All other treatment requirements and effluent limits required under the Certificate of Approval were met.


Respectfully submitted,


Karin Pratte, P. Eng.,
Facilities and Projects Engineer


We concur in this report and recommendation.



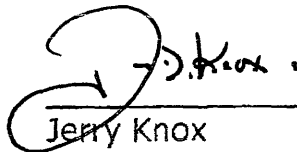
Domenic Schiavone
Director of Public Works



David Euler, P.Eng., PMP
Director of Engineering



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



Jerry Knox
Chief Administrative Officer

Personnel designated for continuance: Facilities and Projects Engineer

Attachments: North Bay Wastewater Annual Report

2012 Annual Report

North Bay Wastewater Treatment System

Summary of Report

The Certificate of Approval (C of A) #5203-8HSRLG issued for the North Bay Wastewater Treatment Plant on August 10, 2011 requires the *Owner* to prepare and submit a performance report annually within (90) days following the period reported on.

The City of North Bay acts as the operating authority and operated the North Bay Wastewater Treatment Facility and the Wastewater Collection System in 2012. This Annual Wastewater System Report covers the period from 01 Jan 2012 to 31 December 2012.

The sewage treatment plant has the *Rated Capacity* of 54,480 m³/day with a secondary treatment *Peak Flow Rate* of 108,960 m³/day. In 2012 the average daily raw sewage flow was 39,937.08 m³/day and the maximum daily raw sewage flow was 78501.00 m³/day. Therefore the annual average day flow was within the design capacity. The raw sewage average day flow was running at 55% of the wastewater systems rated design capacity.

The total raw sewage flow for the year 2012 was 14,591,637 m³.

The annual average raw sewage CBOD₅ was 53.49 mg/L, average raw sewage Total Suspended Solids (TSS) was 247.5 mg/L, the average raw sewage Total Phosphorus (TP) was 5.55 mg/L, and the average raw sewage Total Kjeldahl Nitrogen (TKN) was 37.1 mg/L in 2011.

The annual average treated sewage effluent CBOD₅ was 2.83 mg/L.

The annual average treated sewage effluent Total Suspended Solids (TSS) was 10.32 mg/L.

The annual average treated sewage effluent Total Phosphorus (TP) was 0.35 mg/L.

The annual average treated sewage effluent E. coli during the period of chlorination was 453 CFU/100 mL.

The Ann. Avg. treated sewage effluent Total Chlorine residual during the period of chlorination was 0.51 mg/L.

The annual average treated sewage effluent pH was 7.16

The annual average sewage effluent temperature was 12.93 degrees C.

The C of A *Annual Average Concentration Effluent Limits* of 25.0 mg/L for CBOD₅, 25.0 mg/L for Suspended Solids, 1.0 mg/L for Total Phosphorus were all met. Therefore, there was compliance with the C of A. The pH of the effluent ranged between pH 6.64 to pH 7.64 and averaged pH 7.16. This met the C of A effluent limits of being maintained between pH 6.0 to 9.5, inclusive at all times.

The C of A *Effluent Objectives* concentrations of 15.0 mg/L for CBOD₅ and 1.0 mg/L for Total Phosphorus were also achieved. The C of A *Effluent Objectives* concentrations of 15.0 mg/L for Suspended Solids was also met.

The Annual Geometric Mean Density of 200 counts/100 mL for E.Coli *Effluent Objective* set in the C of A was achieved as the annual average geometric mean sewage effluent E. Coli during the period of chlorination was 182.3 CFU/100 mL.

Sludge was removed on a regular basis for the sewage effluent BOD₅ and Suspended Solids to meet compliance criteria.

The total treated sewage effluent flow for the year 2012 was 14,591,637 m³ minus 4,806 m³ of sludge with an approximate 23 - 26 % solids concentration which was hauled away from the facility for disposal.

Effluent Chlorination and E Coli Levels:

The sewage treatment plant effluent is chlorinated using chlorine gas during the disinfection period between May 15 to October 15, every year. In 2012 a total of 7383 kg of chlorine was used. The average dosage of Cl₂ applied in 2012 was 1.28 mg/L. The average chlorine residual in the effluent was 0.51 mg/L. The minimum and maximum E Coli levels measured in the effluent during the period of chlorination were respectively 0 CFU/100ml and >2000 CFU/100ml. The average geometric mean E Coli level in the effluent for 2012 was 182.3 CFU/100ml. Therefore the Annual Geometric Mean Density of 200 counts/100 mL for E.Coli *Effluent Objective* set in the C of A was achieved in 2012.

Effluent Total Phosphorus Levels:

After primary treatment is completed the sewage is treated with ferric sulphate (iron salts) at the beginning of the secondary treatment process to reduce the Total Phosphorus level. The monthly averages for Total Phosphorus in the effluent ranged from 0.21 mg/L to 0.45 mg/L. The annual average Total Phosphorus level measured of the effluent was 0.35 mg/L. Therefore the *Annual Average Effluent Objective of 1.0 mg/L* set in the C of A was achieved in 2012.

In 2012 the volume of primary sludge produced was 89,984 m³. The total volume of digested sludge that was processed through dewatering after the digestion process was 28,944 m³. The total volume of dewatered sludge that was hauled away from the WWTP was 4,806 m³ all of which was taken to the Merrick Landfill site to be blended with sand and used for top cover which stimulates rapid vegetation growth.

There were no secondary bypass that occurred from the North Bay Wastewater Treatment Plant during the 2012 reporting period.

2012 was the third year of implementation of the Environment Canada CEPA P2 Pollution Prevention Plan. Dechlorination was practiced during the period that the Certificate of Approval (C of A) requires the effluent of the wastewater treatment plant to be chlorinated (May 15th to October 15th).

During 2012 City staff facilitated tours of the wastewater facility for groups of students from local schools, colleges and the university

Detailed Report

Summary of Raw Sewage Sampling Data and Annual Flow Data

The operator collects a grab sample of raw sewage on a monthly basis and sends it to Near North Laboratories in North Bay for analysis for BOD₅, Total Suspended Solids and Total Phosphorus. The reported analysis results are forwarded to City of North Bay staff.

The sewage treatment plant has the *Rated Capacity* of 54,480 m³/day with a secondary treatment *Peak Flow Rate* of 108,960 m³/day. In 2012 the average daily raw sewage flow was 39,937.08 m³/day and the maximum daily raw sewage flow was 78,501 m³/day. Therefore the annual average day flow was within the design capacity. The raw sewage average day flow was running at 73% of the wastewater systems rated design capacity.

The annual minimum daily raw sewage flow was 20,923m³/day and occurred in February 2012. The maximum daily raw sewage flow was 78,501m³/day and occurred in March 2012.

The total raw sewage flow for the year was 14,591,637 m³.

Raw Sewage Monitoring Summary:

The average raw sewage CBOD₅ concentration was 53.49 mg/L in 2012.

The average raw sewage Total Suspended Solids (TSS) concentration was 247.5 mg/L in 2012.

The average raw sewage Total Phosphorus (TP) concentration was 5.55 mg/L in 2012.

The average raw sewage Total Kjeldahl Nitrogen (TKN) concentration was 37.1 mg/L in 2012.

See the accompanying North Bay WWTP 2012 Monthly Data Summary for complete raw wastewater flow and analyses data.

Summary and Interpretation of Sewage Effluent Sampling Data and Annual Flow Data

The annual average treated sewage effluent CBOD₅ was 2.83 mg/L. This is well below the allowable CBOD₅ concentration of 25 mg/L set out in the C of A. This average concentration is also below the Effluent Objective of 15 mg/L CBOD₅ set out in the Certificate of approval (C of A).

The annual average treated sewage effluent Total Suspended Solids (TSS) was 10.32 mg/L. This is well below the allowable Suspended Solids concentration of 25 mg/L set out in the C of A. This average concentration is also below the Effluent Objective of 15 mg/L TSS set out in the C of A.

The annual average treated sewage effluent Total Phosphorus (TP) was 0.35 mg/L. This is well below 1.0 mg/L concentration set out in the C of A. This average concentration is also below the Effluent Objective of 1.0 mg/L TP set out in the C of A.

The pH of the effluent ranged between pH 6.64 to pH 7.64 and averaged pH 7.16. This met the C of A effluent limits of being maintained between pH 6.0 to 9.5, inclusive at all times.

The annual average sewage effluent temperature was 12.93 degrees C.

Sludge was removed from the primary and secondary clarifiers on a regular basis for the sewage effluent BOD₅ and Suspended Solids to meet compliance criteria.

The total treated sewage effluent flow for the year 2012 was 14,591,637 m³ minus 4,806 m³ of sludge with an average 24 % solids concentration which was hauled away from the facility for disposal.

Effluent Total Phosphorus Levels:

After primary treatment is completed the sewage is treated with ferric sulphate (iron salts) at the beginning of the secondary treatment process to reduce the Total Phosphorus level. The monthly averages for Total Phosphorus in the effluent ranged from 0.21 mg/L to 0.45 mg/L. The annual average Total Phosphorus level measured of the effluent was 0.35 mg/L. Therefore the *Annual Average Effluent Objective of 1.0 mg/L* set in the C of A was achieved in 2012.

Sewage Bypasses:

- 1) Any *By-pass* of sewage from any portion of the *Works* is prohibited, except where:
 - a) It is necessary to avoid life, personal injury, danger to the public health or severe property damage;
 - b) The *District Manager* agrees that it is necessary for the purpose of carrying out essential maintenance and the *District Manager* has given prior written acknowledgement of the *by-pass*; or
 - c) The *Regional Director* has given prior written acknowledgement of the *By-pass*.

Any *by-pass* of sewage is a reportable.

For a planned *by-pass* the *Owner* shall notify the *District Manager* (in writing) ten (10) days prior to the date of the planned *by-pass* of the pending start date, in addition to an assessment of the potential adverse effects on the environment and duration of the *by-pass*.

For an unplanned *by-pass* the *Owner* shall notify the *District Manager* as soon as possible.

The plant operator is familiar with the requirements to report all bypass incidents to the Ministry's Spills Action Centre.

All plant By-passes must be chlorinated for disinfection purposes prior to it reaching the receiver, such that the receiver is not negatively impacted.

The plant operator is further aware of the need to record the time, location, approximate volume and duration and the reasons for all bypasses occurrences.

The plant operator is also aware of the requirement to collect at least (1) grab sample of the By-pass and have it analysed for the CBOD₅, TSS and TP concentrations, and pH.

Summary of Plant Sewage By-passes or Abnormal Discharge Events

There were no bypass event from the North Bay Wastewater Treatment Plant.

There were no lift station bypass events:

See the accompanying North Bay 2012 Summary of Sewage Effluent Sampling Data and Annual Flow Data for complete wastewater effluent flow and analyses data.

Summary of Effluent Quality Assurance or Control Measures Taken:

In 2012 as ongoing efforts to ensure optimal operation or the treatment process and best possible effluent quality the following measures were followed:

- Routine data reviews to identify trends or developing process problems
- In-house sampling in addition to regulatory sampling required by the C of A

Tabulation of the Volume of Sludge Generated

Sludge that settles to the bottom of the primary clarifier tanks, referred to as primary sludge is drawn from the tanks and pumped to the primary digester for reduction through the primary and secondary sludge digestion processes. The digested sludge is then processed through centrifugation to thicken the sludge to reduce the volume further. Thickened sludge (19 to 23% solids) is then hauled away from the wastewater facility. The sludge is hauled to Merrick Landfill site and is then mixed with sand and used as a topping material to cover closed out sections of the landfill. The sludge blended with the sand is nutrient rich and promotes negative growth to cover the closed out sections of the landfills

In 2012 the volume of primary sludge produced was 89,984 m³. The total volume of digested sludge that was processed through dewatering after the digestion process was 28,944 m³. The total volume of dewatered sludge that was hauled away from the WWTP was 4,806 m³ which was taken to the Merrick Landfill site to be blended with sand and used for top cover which stimulates rapid vegetation growth.

See the accompanying North Bay 2012 Summary of Sewage Sludge Volumes and Disposal Data for complete wastewater effluent flow and analyses data.

Description of the Works

Wastewater Treatment Plant:

The original sewage plant was built in 1961-2. It provided secondary treatment for 18,160 cubic meters/day. The plant was expanded in 1973 to a capacity of 36,320 cubic meters/day. In 1984 the plant was expanded again to its present capacity of 54,500 cubic meters/day. Phosphorus removal was included in the 1984 expansion and upgrade. In order to protect spawning grounds, the plant operates a discontinuous chlorination program (period of operation is May 15th to October 15th).

The North Bay Wastewater Treatment Plant is a conventional activated sludge facility, using biological oxidation, anaerobic sludge digestion and centrifugation sludge dewatering. The plant treats urban wastewater and discharges the processed effluent water into Lake Nipissing. The sludge, solid material produced thorough primary settlement and "activated sludge process", the biological secondary treatment process is stabilized through anaerobic digestion which reduces its organic and pathogenic content and renders it non-putrescible. The anaerobically digested sludge is thickened by centrifugation with a polymer addition. Dewatered sludge with an approximate solids concentration of 19-23% is hauled from the Wastewater Treatment Plant and utilized at the Marsh Drive Landfill Site as topping material, part of the landfill site closure for several years. Sludge is also hauled to the Merrick Landfill Site as sections are closed and again used as a topping material.

The works consist of:

- A raw sewage pumping station with two (2) debris grinders and four (4) variable speed raw sewage pumps, each rated at 72,640 m³/d against 10.4 m TDH.
- Two (2) aerated grit removal tanks with a total volume of 515 m³ to handle a flow of 163,440 m³/d.
- Two (2) mechanically cleaned screen racks with 19 mm openings.
- Four (4) primary clarifiers each with surface area of 250.25 m² providing a total surface area of 1001 m² and two (2) primary clarifiers each with a surface area of 613.7 m² providing a total surface area of 1227 m²; and
- Two (2) waste sludge pumps, one (1) with rated capacity of 18.9 L/s and one (1) with rated capacity of 22.5 L/s.
- Three (3) aeration tanks providing a total volume of 10,150 m³ with each tank equipped with fine bubble diffused aeration system, and Six (6) positive displacement lobe type blowers, each rated at 500 c.f.m. at a maximum of 14 p.s.i.;
- Four secondary clarifiers (#1-4) each with volume of 3,383m³ providing a total surface area of 1,340 m² and two (2) rectangular clarifiers (#5-6) each with surface area of 739 m² providing a total surface area of 1,478 m².
- One (1) constant speed waste activated sludge (WAS) pump for secondary clarifiers #1-4 having a rated capacity of 27.6 L/s at 24.7 m TDH.
- Two (2) return activated sludge (RAS) pumps with manual speed adjustment for secondary clarifiers #1-4, each having a rated capacity of 415 L/s.
- Five (5) RAS/WAS sludge pumps for secondary clarifiers #5-6, each having a rated capacity of 76 L/s at 9.1 m TDH.
- Two (2) chemical metering pumps for chemical addition for phosphorus removal, each having a rated capacity of 18 - 32 L/hr.
- A chlorine disinfection system consisting of one chlorine contact tank providing a volume of 764 m³ and two (2) chlorine contact chambers providing a total volume of 784 m³.
- A sludge digestion and storage system consisting of: one (1) anaerobic digester (primary digester) providing a digestion volume of 3,434 m³ and two (2) anaerobic digesters (secondary digesters), each having the volume of 2,060 m³ to provide a total digestion volume of 7,580 m³; and one (1) digested sludge holding tank having a volume of approximately 1,500 m³.
- One Bird Model 3700 dewatering centrifuge and one Andritz Model sludge dewatering centrifuge capable of dewatering sludge up to 680 kg/h of dry solids.
- Two (2) effluent washwater pumps (one duty and one standby) each rated at 3.5 L/s at 59.8 m TDH.

- One 500 kW diesel driven power generator set c/w one (1) 2,270 L double walled fuel tank provides partial emergency power to the raw sewage pumps and critical plant processes during power outages.
- Approximately 322 m of 1500 mm diameter discharge/outfall pipe discharging from an overflow chamber into Lake Nipissing.
- A dechlorination system consisting of two chemical metering pumps each rated at 12.3 liters per hour, and three oxidation reduction potential (ORP) probes to monitor chlorine residuals.
- All other controls, electrical equipment, instrumentation, piping, pumps, valves and appurtenances essential for the proper operation of the aforementioned sewage works.

Registration of the Wastewater Works:

Municipal Location	City of North Bay
Works Number	110000533
Facility Classification:	WWC Level II Certificate #1447 issued 21 September, 1990 WWTP Level IV Certificate #154 issued 17 January revised 2012 upgraded to a class 4
Certificates of Approval	Certificate of Approval #5203-8HSRLG
Population Served:	54,000 people

Wastewater Collection System Pumping Station Descriptions:

The **Barber (Coreen/Wickstead) sewage lift pumping station** is a factory built wet well/dry well station without an overflow. It has two (2) 30 HP, 575 Volt, 3 Phase, Flygt submersible pumps. It is also equipped with a 125 KVA standby diesel gen set to provide emergency power. A small building on site houses the pump controls and the standby gen set.

The **Booth Road sewage lift pumping station** is a wet well type station without an overflow. It has two (2) 20 HP, 575 Volt, 3 Phase, Flygt submersible pumps. It is also equipped with a 62.5 KVA standby gen set to provide emergency power. A small building on site houses the pump controls and the standby gen set.

The **Chapais Street sewage lift pumping station** is a wet well type station with an overflow. It has two (2) 3.5 HP, 220 Volt, 3 Phase, Flygt submersible pumps. It is also equipped with a 50 KVA standby gen set to provide emergency power. The gen set is an external, fixed pad mounted, self contained unit. There is no building at this site, only an above ground pump control panel for the pumps which are located in a sub grade wet well.

The **Foran sewage lift pumping station** is a wet well type station with an overflow. It has two (2) 5 HP, 220 Volt, 3 Phase, Flygt submersible pumps. This station does not have a permanently installed standby gen set to provide emergency power. A mobile gen set must be used to provide emergency power when required. There is no building at this site, only an above ground pump control panel for the pumps which are located in a sub grade wet well.

The **Gertrude Road sewage lift pumping station** is a factory built wet well/dry well station without an overflow. It has two (2) 15 HP, 240 Volt, 3 Phase, Flygt pumps. It is also equipped with a 32.5 KVA standby gen set to provide emergency power. The gen set is an external, fixed pad mounted, self contained unit. There is no building at this site, only an above ground pump control panel for the pumps which are located in a sub grade dry well.

The **Judge Street sewage lift pumping station** is a factory built wet well/dry well station without an overflow. It has two (2) 20 HP, 575 Volt, 3 Phase, Flygt pumps. It is also equipped with a 75 KVA standby gen set to provide emergency power. A small building at this site houses the pump controls and the standby gen set.

The **Lakeside pumping station** is a dry well/wet well type station without an overflow. It has two (2) 3.5 HP, 220 Volt, 3 Phase, Flygt submersible pumps. This pumping station does not have a permanently installed standby gen set to provide emergency power. A mobile 32.5 KVA standby gen set stored at the WTP must be transported to the site and used to provide emergency power to this station when required. There is no building at this site, only an above ground pump control panel for the pumps which are located in a sub grade dry well.

The **Lake Heights sewage lift pumping station** is a wet well type station with an overflow. It has two (2) 29 HP, 575 Volt, 3 Phase, Flygt submersible pumps. It is also equipped with a 62 KVA standby gen set to provide emergency power. A small building at this site houses the pump controls and the standby gen set.

The **Marsh Drive sewage lift pumping station** is a wet well type station without an overflow. It has two (2) 30 HP, 575 Volt, 3 Phase, Gorman Rupp above ground pumps. This pumping station is located at the Marsh Landfill site and collects the leachate and pumps it into the municipal sewage system. This station does not have a permanently installed standby gen set to provide emergency power. A mobile gen set must be transported to the site and used to provide emergency power when required. A small building at this site houses the above ground pumps with suction piping extending into the wet well and pump controls.

The **Marshall Sewage lift pumping station** is a wet well type station without an overflow. It has two (2) 75 HP, 575 Volt, 3 Phase, Crane Deming dry pit pumps. It is also equipped with a 180 KVA standby gen set to provide emergency power. A building of significant size at this site houses the pump controls and the standby gen set in the above ground level of the building and also the dry well pumps in a below ground (basement) level. Access is provided via a separate external door to a staircase which leads down to a screening unit for wastewater entering the stations wet well.

The **Merlin Street sewage lift pumping station** is a wet well type station with an overflow. It has two (2) 3.5 HP, 575 Volt, 3 Phase, Flygt submersible pumps. It is also equipped with a 35 KVA standby gen set to provide emergency power. The gen set is an external, fixed pad mounted, self contained unit. There is no building at this site, only an above ground pump control panel for the pumps which are located in a sub grade wet well.

The **Metcalfe Street sewage lift pumping station** is a wet well type station with an overflow. It has two (2) 5 HP, 230 Volt, 3 Phase, Flygt submersible pumps. It is also equipped with a 32.5 KVA standby gen set to provide emergency power. The gen set is an external, fixed pad mounted, self contained unit. There is no building at this site, only an above ground pump control panel for the pumps which are located in a sub grade wet well.

The **Northgate sewage lift pumping station** is a wet well type station without an overflow. It has two (2) 9.4 HP, 575 Volt, 3 Phase, Flygt submersible pumps. It is also equipped with a 75 KVA standby gen set to provide emergency power. The gen set is an external, fixed pad mounted, self contained unit. There is no building at this site, only an above ground pump control panel for the pumps which are located in a sub grade wet well.

The **Premier Road sewage lift pumping station** is a factory built wet well/dry well station without an overflow. It has two (2) 2 HP, 575 Volt, 3 Phase, Allis Chalmers?/Smith & Lovelace? pumps. It is also equipped with a 35 KVA standby gen set to provide emergency power. The gen set is an external, fixed pad mounted, self contained unit. There is no building at this site, only an above ground pump control panel for the pumps which are located in a sub grade wet well.

The **Sherwood sewage lift pumping station** is a factory built wet well station without an overflow. It has two (2) 9.4 HP, 600 Volt, 3 Phase, Flygt pumps. It is also equipped with a 45 KVA standby gen set to provide emergency power. A small building at this site houses the pump controls and the standby gen set.

The **Tenth Street pumping station** is a wet well type station with an overflow. *It has two (2) 5 HP, 600 Volt, 3 Phase, and Flygt submersible pump.* (This station is operational in the summer months only) This station

does not have a permanently installed standby gen set to provide emergency power. There is no building at this site, only an above ground pump control panel for the pumps which are located in a sub grade wet well.

The **Timmins/Gorman sewage lift pumping station** is a wet well type station with an overflow. It has two (2) 7.5 HP, 230 Volt, 3 Phase, Flygt submersible pumps. This station does not have a permanently installed standby gen set to provide emergency power. A mobile gen set/thawing stored by the city must be transported to the site and used to provide emergency power when required. A very small building at this site houses the pump controls for the pumps which are located in a sub grade dry well/wet well.

The **Wallace Road sewage lift pumping station** is a factory built dry well/wet well station without an overflow. It has two (2) 30 HP, 575 Volt, 3 Phase, Allis Chalmers pumps. It is also equipped with a 41.25 KVA standby gen set to provide emergency power. The gen set is an external, fixed pad mounted, self contained unit. There is no building at this site, only an above ground pump control panel for the pumps which are located in a sub grade dry well.

The **Waterfont Storm Water pumping station** located at Community Waterfront Friends Waterfront Park in the City of North Bay, designed for peak flow of 113L/s, consisting of a 3.81m x 3.81m precast concrete structure wet well equipped with two (2) 20HP, 600 Volt, 3 Phase, Flygt Model 3153.181 LT submersible pumps, one for duty and one for standby, each pump has a rated capacity of 110 L/s at a total dynamic head of 8.2m, complete with electrical and electronic control systems, float control systems, discharge piping, valves, and all other appurtenances necessary to have a complete and operable pumping station, discharging to the proposed 1200mm diameter storm sewer via the proposed 300mm diameter storm water forcemain.

The raw sewage pumping station has 4 raw sewage pumps that pump the raw sewage from the inlet well into the treatment process. Two (2) raw sewage pumps are connected to each of two (2) force mains. There is raw sewage flow measurement on each of the two force mains. The line from Pumps #3 and #4 has a Doppler Transit Time flow meter; the line from Pumps #1 and #2 has a magnetic flow meter. These flow meters require annual calibration.

Flow Measurement & Annual Calibration

The annual calibrations of the raw sewage flow meters were completed between in November 2012. In addition other flow meters throughout the sewage treatment plant were calibrated at the same time.

C of Sampling Criteria:

- 1) All samples and measurements taken for the purpose of the C of A are to be taken at a time and in a location characteristic of the quality and quantity of the effluent stream over the period being monitored.
- 2) For the purpose of this condition, the following definitions apply:
 - a) Weekly means once every week; and
 - b) Monthly means once every month.
- 3) Samples shall be collected at the following sampling points, at the frequency specified, by means of the specified sample type and analyzed for each parameter listed and all results recorded.

Hauled Sewage Monitoring (Sampling at the hauled sewage receiving station)
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Parameters	Sample Type	Frequency
CBOD ₅	Grab	Monthly
Total Suspended Solids (TSS)	Grab	Monthly
Total Phosphorus (TP)	Grab	Monthly
Total Kjeldal Nitrogen (TKN)	Grab	Monthly

Raw Sewage Monitoring (Sampling point at the raw sewage pumping station or at the inlet chamber of the Works)		
Parameters	Sample Type	Frequency
CBOD ₅	Grab	Weekly
Total Suspended Solids (TSS)	Grab	Weekly
Total Phosphorus (TP)	Grab	Weekly
Total Kjeldal Nitrogen (TKN)	Grab	Weekly

Effluent Monitoring (Sampling point at the outlet of the disinfection unit or at the outfall sewer as close as possible to the Works)		
Parameters	Sample Type	Frequency
CBOD ₅	Grab	Weekly
Total Suspended Solids (TSS)	Grab	Weekly
Total Phosphorus (TP)	Grab	Weekly
Total Ammonia Nitrogen	Grab	Weekly
<i>E. Coli</i> ^{*1}	Grab	Weekly
Total Chlorine Residual	Grab	Daily
pH	Grab/Probe	Weekly
Temperature	Grab/Probe	Weekly

^{*1} During the disinfection period between May 15 to October 15, every year

- 4) The methods and protocols for sampling, analysis and recording shall conform, in order of precedence, to methods and protocols specified in the following:
 - a) the Ministry's Procedure F-10-1, "Procedures of Sampling and Analysis Requirements for Municipal and Private Sewage Treatment Works (Liquid Waste Streams Only), as amended from time to time by more recently published editions;
 - b) the Ministry's publication "Protocol for the sampling and Analysis of Industrial /Municipal Wastewater" (January 1999), ISBN 0-7778-1880-9, as amended from time to time by more recently published editions; and
 - c) the publication "Standard Methods for the Examination of Water and Wastewater" (21st Edition), as amended, for ammonia (unionized).
- 5) The temperature and pH of the effluent from the Works shall be determined in the field at the time of sampling for Total Ammonia Nitrogen. The concentration of unionized ammonia shall be calculated using

the total ammonia concentration, pH and temperature using the methodology stipulated in "Ontario's Provincial Water Quality Objectives" dated July 1994, as amended, for ammonia (unionized).

- 6) The *Owner* shall install and maintain (a) continuous flow measuring device(s), to measure the flow rate through the *Works* with an accuracy to within plus or minus 15 percent (+/- 15%) of the actual flow rate for the entire design range of the flow measuring device, and record the flow rate at a daily frequency.

C of A Effluent Objectives

- 1) The *Owner* shall use best efforts design, construct and operate the *Works* within the objective that the concentrations of the materials named below as effluent parameters are not exceeded in the effluent from the *Works*.

C of A Effluent Objectives	
Effluent Parameter	Annual Average Concentration (milligrams per litre)
Column 1	Column 2
CBOD ₅	15.0
Total Suspended Solids (TSS)	15.0
Total Phosphorus (TP)	1.0
<i>E. Coli</i> * ¹	200 counts/100 ml (Annual Geometric Mean Density)

*¹ During the disinfection period between May 15 to October 15, every year

- 2) The *Owner* shall use best efforts to:
 - a) Maintain the pH of the effluent from the *Works* within the range of 6.5 – 9.0 inclusive, at all times;
 - b) Operate the works within the *Rated Capacity* of the *Works*;
 - c) Ensure that the effluent from the *Works* is essentially free of floating and settle able solids and does not contain oil or any other substance in amounts sufficient to create a visible film or sheen or foam or discoloration on the receiving waters.
 - d) The *Owner* shall include in all reports submitted in accordance with Condition 10, a summary of the efforts made and results achieved under this condition.

In 2011 the following activities, initiatives and efforts were made to try to achieve the Effluent Objective Results achieved:

- In-house sampling in addition to required regulatory sampling
- Input of process and lab analysis into a computer data base which allows easy data review and identification of trends
- Review of Ferric Sulfate dosage to maximize the Total Phosphorus reduction and also aid in secondary settling of suspended solids
- Sludge accumulation removed from inlet channels to the primary clarifiers

C of A Effluent Compliance Limits

- 1) The *Owner* shall design and construct the proposed works and operate and maintain the *Works* such that the concentrations and waste loadings of the materials named below as effluent parameters are not exceeded in the effluent from the *Works*.

C of A Effluent Limits	
Effluent Parameter	Annual Average Concentration (milligrams per litre unless otherwise indicated)
Column 1	Column 2
CBOD ₅	25.0
Total Suspended Solids (TSS)	25.0
Total Phosphorus (TP)	1.0
pH of the effluent maintained between 6.0 to 9.5, inclusive, at all times	

- 2) For the purposes of determining compliance with and enforcing subsection (1);
- a) The **Annual Average Concentration** of CBOD₅, total suspended solids, and total phosphorus as named in the Column 1 of the Table in subsection (1), shall not exceed the corresponding maximum concentration set out in Column 2 of the Table in subsection (1).
 - b) The pH of the effluent shall be maintained within the limits outlined in subsection (1), **at all times**
- 3) Paragraph (a) and (b), of subsection (2) shall apply upon issuance of this *Certificate*.
- 4) Only those monitoring results collected during the corresponding time period shall be used in calculating the *Annual Average Concentration for this Certificate*.

The C of A *Annual Average Concentration Effluent Limits* of 25.0 mg/L for CBOD₅, 25.0 mg/L for Suspended Solids, 1.0 mg/L for Total Phosphorus were all met. Therefore, there was compliance with the C of A.

The C of A *Effluent Objectives* concentrations of 15.0 mg/L for CBOD₅, 15.0 mg/L for Suspended Solids and 1.0 mg/L for Total Phosphorus were also all achieved.

Weekly samples are taken immediately to Near North Laboratories in North Bay for analysis or to the Ontario Clean Water Agencies lab facility at 650 Memorial Drive in North Bay. Should the samples not be processed for analysis immediately, they are refrigerated at 4° C until analysed in the laboratory.

Documentation and Reporting

An emergency and SOP manual with procedures to deal with emergencies and complaints is kept updated and is stored for easy reference at the North Bay Wastewater Treatment Plant along with MSDS data sheets for the treatment chemicals. The Certificate of approval (C of A) for the facility is posted at the facility along with copies of the Facility Classification certificates. A copy of the wastewater treatment plant manual with process descriptions, procedures, checklists, treatment calculations and pertinent information for the operation of the facility is readily available for reference for the operators.

Plant logbooks, daily and monthly data record sheets are completed and retained as required by the C of A. Process treatment records and lab analysis report data are entered into a spreadsheet. The annual report will be filed with the Ministry of the Environment and provided to City Council annually as required by the C of A.

Facility Maintenance

Certified electricians, mechanics and operators, operate the treatment facility and conduct maintenance of the appurtenances of the wastewater treatment system.

Summary of 2012 Major Maintenance Activities, Capital Upgrades or Equipment Replacement at the Facility:

- Grit Channels drained and grit accumulation removed
- Two Aeration tanks drained and cleaned along with replacement of mud valve stems.
- New electrical duct bank and wiring installed between Transformer Station at Monk Street and Transformer at Administration Building & Blower Building.
- Transformer Station inspection & maintenance completed
- Repair of Centrifuge feed pump drive
- New electrical installed for Primary Clarifier #5 Drive
- Decommissioned primary tank channels were drained, cleaned, had new supports installed, new drains installed and new concrete roof poured.
- New 50HP blowers motors installed on 6 blowers at WWTP
- Annual inspection and maintenance of the methane gas system including gas boosters, gas compressors, flame arrestors, vacuum relief valves, and water drip traps
- Replacement of one Return Activated Sludge Pump for Secondary Clarifier #5 & #6.
- Drained, cleaned and replaced weir plates in primary clarifier #5 and primary clarifier #3
- Rebuild of Muffin Monster Channel Grinder #1 & #2 at raw sewage inlet to the wastewater plant
- Annual inspection and maintenance of backflow preventers at the WWTP
- Preventative maintenance completed based on Computerized Maintenance Management System schedule on all equipment at the WWTP
- Annual inspection and preventative maintenance of chlorine gas manifold at the WWTP
- Continued with ongoing SCADA system development and improvement at the WWTP
- New pump impeller installed at the Marshall sewage pumping station
- Continued with ongoing SCADA system development and improvement at the WWTP

Summary of Complaints Received and Steps Taken to Address Them:

There were no reported complaints in regard to the operation of the North Bay Wastewater Treatment Facility in 2012

Report prepared by

Karin Morin-Strom, P.Eng.
Water & Wastewater Facilities Engineer
21 March 2012

MONTHLY PROCESS DATA

Facility: North Bay Waste Water Treatment Plant
 Classification: Class 4 Treatment, Class 2 Wastewater Collection
 Water Receiver: Lake Nipissing

Period: January 1, 2012 to December 31, 2012
 Population Served: 54,000
 Total Design Capacity (m3/d): 54,540

	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Summary
Raw Sewage													
Volume (m3/d)													
<i>Avg</i>	35560.0	31895.0	50945.0	42126.0	38709.0	40287.0	36118.0	42175.0	37673.0	43719.0	40986.0	39052.0	39,937.08
<i>Max</i>	40027.0	36003.0	78501.0	52300.0	51030.0	47423.0	46000.0	52861.0	47017.0	58760.0	45012.0	46202.0	78,501.00
<i>Min</i>	30001.0	20923.0	31450.0	34464.0	33003.0	34383.0	32000.0	33000.0	29966.0	33161.0	32298.0	34851.0	20,923.00
<i>Sum</i>	1031238	955985	1579286	1263770	1199965	1208601	1119671	1307432	1130200	1355300	1229586	1210603	14,591,637.00
Peak Flow (M3/d)													
<i>Max</i>	107880.0	106890.0	147860.0	126160.0	194140.0	202560.0	145270.0	148510.0	92810.0	128410.0	93930.0	102780.0	202,560.0
CBOD5													
<i>Avg</i>	60.6	67.4	29.1	60.5	42.5	57.5	62.2	39.3	54.2	70.9	47.4	50.3	53.49
Total Phosphorus (mg/L)													
<i>Avg</i>	14.3	7.3	5.0	3.6	4.0	4.4	3.2	4.8	8.0	4.8	3.0	4.1	5.55
TKN (mg/L)													
<i>Avg</i>	61.4	51.5	34.1	37.8	43.2	42.9	42.9	26.5	26.5	32.0	21.3	24.5	37.1
Suspended Solids (mg/L)													
<i>Avg</i>	580.0	289.0	147.0	146.9	143.5	143.5	380.5	192.0	385.0	231.0	159.0	172.8	247.5

MONTHLY PROCESS DATA

Facility: North Bay Waste Water Treatment Plant
 Classification: Class 4 Treatment, Class 2 Wastewater Collection
 Water Receiver: Lake Nipissing

Period: January 1, 2012 to December 31, 2012
 Population Served: 54,000
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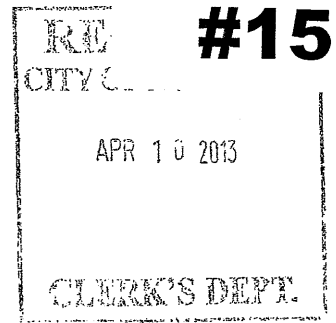
	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Summary
Final Effluent													
Temp Grab (oC)													
<i>Avg</i>	9.06	8.81	10.10	9.75	11.98	14.56	16.65	16.96	17.06	16.00	13.55	10.70	12.93
<i>Max</i>	9.80	9.20	13.50	10.50	13.70	15.70	17.10	17.50	18.50	17.10	14.40	11.90	18.50
<i>Min</i>	8.50	8.40	7.90	9.30	10.70	13.20	16.00	16.10	15.80	14.80	12.40	9.60	7.90
NH3: Ammonia as N (mg/L)													
<i>Avg</i>	18.70	25.10	19.40	19.20	15.50	17.50	14	12	12	7	3	7	14.27
CBOD5 (mg/L)													
<i>Avg</i>	1.67	2.44	2.35	2.50	2.00	2.00	2.77	3.80	3.60	3.30	4.00	3.50	2.83
PH													
<i>Avg</i>	6.76	6.98	6.94	7.52	7.50	7.50	7.42	7.27	7.15	7.13	6.90	6.85	7.16
<i>Max</i>	6.86	7.03	7.17	7.57	7.64	7.64	7.54	7.62	7.46	7.27	7.23	6.95	7.64
<i>Min</i>	6.64	6.93	6.76	7.51	7.35	7.28	7.39	7.04	6.82	6.93	6.74	6.64	6.64
Total Phosphorus (mg/L)													
<i>Avg</i>	0.36	0.37	0.34	0.28	0.33	0.21	0.28	0.41	0.45	0.32	0.45	0.40	0.35
TKN (mg/L)													
<i>Avg</i>	17.80	20.80	17	15.70	17.80	16.80	16.50	9.30	19.20	7.80	5.30	15.30	14.94
Suspended Solids (mg/L)													
<i>Avg</i>	5.70	8.32	9.55	9.8	9.20	10.15	7.75	11.3	13.6	9.4	19.8	9.3	10.32
E-coli (cfu/100 mL)													
<i>Geo Mean</i>					459.00	364	89.5	139.3	40	2			182.30
<i>Max</i>					1,760.00	2000	540	620	1610	10			2,000.00
<i>Min</i>					160.00	30	10	10	0	0			0.00
Chlorine used													
<i>Sum</i>					687	1037	1632	1592	1692	743.9			7383.9
Chlorine Dosage (mg/L)													
<i>Avg</i>					1.04	0.51	1.48	1.5	1.5	1.3			1.22
Total Chlorine Res. (mg/L)													
<i>Avg</i>					0.59	0.53	0.5	0.41	0.51	0.53			0.51

MONTHLY PROCESS DATA

Facility: North Bay Waste Water Treatment Plant
 Classification: Class 4 Treatment, Class 2 Wastewater Collection
 Water Receiver: Lake Nipissing

Period: January 1, 2012 to December 31, 2012
 Population Served: 54,000
 Total Design Capacity (m3/d): 54,540

	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Summary
Sludge/Biosolids Handling													
Volume to Primary Digester (m3)													
<i>Sum</i>	6,213.00	7,083.00	7,137.00	5,739.00	7,123.00	7,409.00	7,860.00	8,139.00	8,246.00	8,421.00	8,392.00	8,222.00	89,984.00
Cake TS (%)													
<i>Avg</i>	22.00	22.00	23.50										23
Sludge (Liquid) Volume Processed (m3)													
<i>Sum</i>	3,012.00	2674	2801	2344	2732	2569	2,155	2,052	1542	2255	2146	2662	28,944.00
Sludge (Thickened) Volume Hauled (cubic meters)													
<i>Sum</i>	360.00	342.00	378	306.00	342.00	342.00	306.00	270.00	252	396.00	324.00	414	4,032.00
Polymer Used (kg)													
<i>Sum</i>	248	209	248	219	247	242.84	205.48	200.22	163.46	350.26	210	285	2828.26



**CITY OF NORTH BAY
REPORT TO COUNCIL**

Report No: CORP 2013-43

April 3, 2013

Originator: Paul Valenti

Subject: Request for Quotation 2012-85 Wastewater Treatment Plant Wet Well Access Hatch Modifications

RECOMMENDATION:

That City Council approves the award of a contract to Trudel Construction in the amount of \$54,940.00 (HST extra) for the Modification and Installation of a Wet Well Access Hatch for the Wastewater Treatment Plant.

BACKGROUND:

Wastewater collected by the treatment plant is gathered in the wet well and two comminutors grind up debris within the system. These comminutors require maintenance on a regular basis and the current process for their removal involves a confined space entry and significant manpower. This is because the size of the access hatch for their removal is currently too small to accommodate. This project will increase the size of the existing wet well access hatch to accommodate the safe and efficient removal of the comminutors in order to complete maintenance.

A Request for Quotation was issued directly to the four contractors with experience and expertise to complete the specified work. The RFQ closed on October 12, 2012. Two bid responses were received and evaluated by the Manager of Water and Wastewater Treatment Facilities and the Manager of Purchasing. The results are as follows:

Firm	Bid Price (HST extra)
Trudel Construction	\$ 54,940.00
Kenalex Construction Company Limited	\$ 60,700.00

The bid provided by Trudel Construction in the amount of \$54,940.00 is considered fair and reasonable.

ANALYSIS / OPTIONS:

1. Award a contract to the lowest compliant bidder to complete the work as specified and required.
2. Do not award a contract. This option is not recommended as the work is necessary in maintaining the comminutors at the Wastewater Treatment Plant.

RECOMMENDED OPTION / FINANCIAL IMPACTS:

Option 1 is recommended as follows:

That City Council approves the award of a contract to Trudel Construction in the estimated amount of \$54,940.00 (HST extra) for the Modification and Installation of a Wet Well Access Hatch at the Wastewater Treatment Plant.

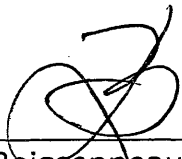
Sufficient funding has been allocated and is available in the 2013 Water and Sewer Capital Budget, Project No. 4001SS; authorized with By-law No. 2013-61 dated March 18, 2013.

Respectfully submitted,

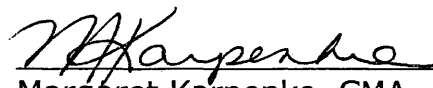


Paul Valenti,
Manager of Purchasing

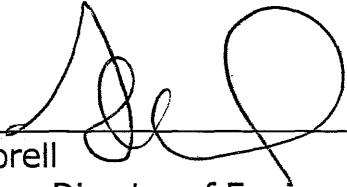
We concur in this report and recommendation.



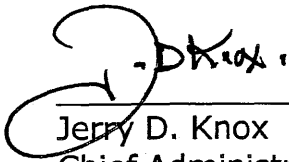
Laura Boissonneault, CGA
Supervisor of Budgets & Financial
Reporting



Margaret Karpenko, CMA
Chief Financial Officer/Treasurer



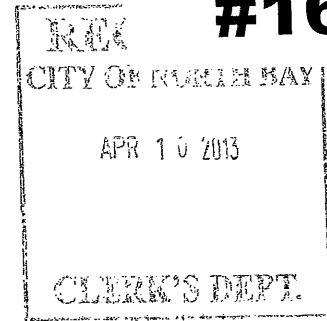
Alan Korell
Managing Director of Engineering,
Environmental Services and Works



Jerry D. Knox
Chief Administrative Officer

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

Attachments: Quotes



**CITY OF NORTH BAY
REPORT TO COUNCIL**

Report No: CORP 2013-44

April 3, 2013

Originator: Paul Valenti

Subject: Request for Quotation No. 2013-26 Engineering Services for the Wastewater Treatment Plant Boiler Replacement

RECOMMENDATION:

That City Council approves the award of a contract to J.L. Richards & Associates Limited in the amount of \$79,800.00 (HST extra) for Engineering and Design Services for the Wastewater Treatment Plant Boiler Replacement.

BACKGROUND:

The Wastewater Treatment Plant has two boilers which provide heating to the digesters and are an essential part of the wastewater treatment process. The boilers are original installation from 1974 and due to their age it is difficult to get spare parts. Also, long term insurance has been difficult to obtain. The current boilers have also been flagged by TSSA in a recent inspection for replacement. The boilers recommended for replacement are higher efficiency dual fuel (natural gas/methane).

A Request for Quotation for Engineering and Design Services for the Wastewater Treatment Plant Boiler Replacement was distributed directly to three engineering consulting firms with relevant experience and expertise. Three quotations were received and evaluated by the Manager of Water and Wastewater Treatment Facilities and the Manager of Purchasing. The results are as follows:

Firm	Pricing (excluding HST)
J.L. Richards & Associates Limited	\$79,800.00
Tetrattech	\$81,165.00
Conestoga-Rovers & Associates	\$84,258.00

The quotation provided by J.L. Richards & Associates Limited in the amount of \$79,800.00 (HST extra) is considered fair and reasonable.

ANALYSIS / OPTIONS:

1. Award a contract to J.L. Richards & Associates Limited.
2. Do not award a contract. This option is not recommended. The work is necessary to ensure efficient and reliable boilers are available for the digestion process at the Wastewater Treatment Plant and is required by TSSA inspection.

RECOMMENDED OPTION / FINANCIAL IMPACTS:

Option 1 is recommended as follows:

That City Council approves the award of a contract to J.L. Richards & Associates Limited in the amount of \$79,800.00 (HST extra) for Engineering and Design Services for the Wastewater Treatment Plant Boiler Replacement.


Sufficient funding has been allocated and is available in the 2013 Water and Sewer Capital Budget, Project No. 3316SS; authorized with By-law No. 2013-58 dated March 18, 2013.

Respectfully submitted,



Paul Valenti,
Manager of Purchasing


We concur in this report and recommendation.



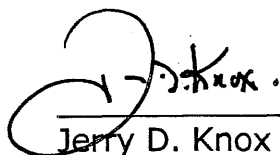
Laura Boissonneault, CGA
Supervisor of Budgets & Financial
Reporting



Margaret Karpenko, CMA
Chief Financial Officer/Treasurer



Alan Korell
Managing Director of Engineering,
Environmental Services and Works

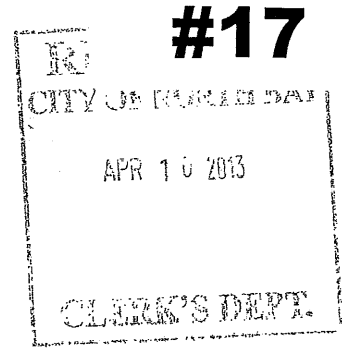


Jerry D. Knox
Chief Administrative Officer

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

Attachments: Quotes

**CITY OF NORTH BAY
REPORT TO COUNCIL**



Report No: CORP 2013-47

April 3, 2013

Originator: Paul Valenti

Subject: Tender 2013-14 Single Surface Treatment

RECOMMENDATION:

That City Council approves the award of a contract to Bruell Contracting Limited in the amount of \$255,854.60 (HST extra) for Single Surface Treatment of various city roads.

BACKGROUND:

An aggregate surface application is required to properly maintain the recently completed recycled asphalt roads. A schedule of the various roads requiring single surface treatment has been identified.

A tender was publicly advertised in accordance with the City's Purchasing Policy. Thirteen tender documents were distributed. The tender closed on March 27, 2013. Four tenders were received and evaluated for compliance by the City's Manager of Purchasing and the Director of Public Works.

The tender results are as follows:

Firm	Tender Price (HST extra)
Bruell Contracting Limited	\$255,854.60
Miller Paving Limited	\$287,553.40
Transfield Services (Canada) Limited	\$289,817.60
Duncor Enterprises Inc.	\$322,648.50

The tender provided by Bruell Contracting Limited in the amount \$255,854.60 (HST extra) is considered fair and reasonable.

ANALYSIS / OPTIONS:

1. Award a contract to the lowest compliant tenderer meeting all of the requirements of the tender.
2. Do not award this contract. This option is not recommended. Single surface treatment is a standard practice in maintaining recycled asphalt roads.

RECOMMENDED OPTION / FINANCIAL IMPACTS:

Option 1 is recommended as follows:

That City Council approves the award of a contract to Bruell Contracting Limited in the amount of \$255,854.60 (HST extra) for Single Surface Treatment of various city roads.

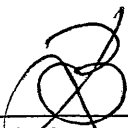
Funding has been allocated and remains available in the 2013 Engineering, Environmental Services and Works Capital Budget, Rural Road Rehabilitation, Project No. 6106RD; authorized with By-law No. 2013-75 dated April 2, 2013.

Respectfully submitted,




Paul Valenti,
Manager of Purchasing

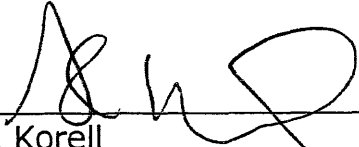
We concur in this report and recommendation.



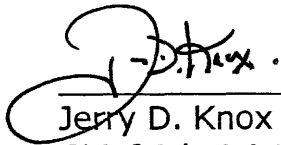
Laura Boissonneault, CGA
Supervisor of Budgets & Financial
Reporting



Margaret Karpenko, CMA
Chief Financial Officer/Treasurer



Alan Korell
Managing Director of Engineering,
Environmental Services and Works



Jerry D. Knox
Chief Administrative Officer

Personnel designated for continuance: Manager of Roads

Attachments: Tenders

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-73

**A BY-LAW TO AUTHORIZE THE
2013 FIRE FACILITIES MANAGEMENT
PROGRAM**

WHEREAS the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

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

AND WHEREAS the Council passed Resolution 2013-209 at its Meeting held Tuesday, April 2, 2013, authorizing the 2013 Fire Facilities Management Program, being 2013 Community Services Capital Budget Project No. 6062FD, with a net debenture cost of \$55,000.00;

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

1. That the expenditure of \$55,000.00 for the 2013 Fire Facilities Management Program for the following be hereby authorized:

Fire Facilities Maintenance	\$52,381.00
Financing Costs	2,069.00
Administration and Overhead	<u>550.00</u>
Net Amount to be Debentured	\$55,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$55,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

cc
READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 15TH DAY OF APRIL, 2013.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-82

**A BY-LAW TO AUTHORIZE THE
TRANSIT BUILDING CAPITAL
PROGRAM ALLOCATION**

WHEREAS the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

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

AND WHEREAS the Council passed Resolution 2013-206 at its Meeting held Tuesday, April 2nd, 2013, authorizing the Transit Building Capital Program being 2013 Community Services Capital Budget Project No. 6131TR, with a net debenture cost of \$26,250.00;

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

1. That the expenditure of \$26,250.00.00 for the Transit Building Program for the following be hereby authorized:

Transit Building Rehabilitation Costs	\$25,000.00
Temporary Financing Costs	987.00
Other	<u>263.00</u>
Net Amount to be Debentured	\$26,250.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$26,250.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

cc
READ A SECOND TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 15TH DAY OF APRIL, 2013.

MAYOR ALLAN McDONALD
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CITY CLERK CATHERINE CONRAD

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-83

**A BY-LAW TO AUTHORIZE THE
CITY HALL BUILDING REHABILITATION
PROGRAM**

WHEREAS the *Municipal Act, 2001* (S.O. 2001, c-25), Section 10 authorizes the Council to pass a by-law for the purposes therein stated;

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

AND WHEREAS the Council passed Resolution 2013-207 at its Meeting held Tuesday, April 2nd, 2013, authorizing the City Hall Building Rehabilitation Program being 2013 General Government Capital Budget Project No. 6133GG, with a net debenture cost of \$87,000.00;

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

1. That the expenditure of \$87,000.00.00 for the City Hall Building Rehabilitation Program for the following be hereby authorized:

City Hall Building Rehabilitation Costs	\$82,857.00
Financing Costs	3,273.00
Administration and Overhead	<u>870.00</u>
Net Amount to be Debentured	\$87,000.00

2. That the Treasurer of the City of North Bay is hereby authorized to borrow from time to time from any bank or person by way of promissory note(s) and/or temporary advances of money to meet the cost of work as aforesaid pending the completion thereof and pending the issue and sale of the debentures hereinafter referred to but in no event shall the aggregate of such borrowings exceed the amount of \$87,000.00 limited in this by-law.
3. Any promissory note(s) issued pursuant to paragraph 2 hereof shall be sealed with the seal of The Corporation of the City of North Bay and signed by the Mayor or Deputy Mayor and the Treasurer of the City of North Bay.
4. That the debentures to be issued to pay for the cost of such work shall bear interest at such rate as the Council may determine and shall be made payable within ten (10) years.

READ A FIRST TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

cc READ A SECOND TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 15TH DAY OF APRIL, 2013.

MAYOR ALLAN McDONALD
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CITY CLERK CATHERINE CONRAD

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-84

**BEING A BY-LAW TO CONFIRM PROCEEDINGS
OF THE MEETING OF COUNCIL ON
APRIL 2, 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 April 2, 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 15TH DAY OF APRIL, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

cc. READ A THIRD TIME IN OPEN COUNCIL AND PASSED THIS 15TH DAY OF APRIL, 2013.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-88

**BEING A BY-LAW TO SET 2013 TAX RATES AND
TO LEVY TAXES FOR THE YEAR 2013 (AND TO
REPEAL BY-LAW NO. 2012-56)**

WHEREAS it is necessary for the Council of The Corporation of the City of North Bay, pursuant to the *Municipal Act*, 2001, S.O. 2001, c.25, as amended (hereinafter referred to as the "Act") to establish tax rates for 2013;

AND WHEREAS it is necessary for the Council of The Corporation of the City of North Bay, pursuant to the *Act* to levy on the whole rateable property according to the last revised assessment roll for The Corporation of the City of North Bay the estimates of all sums required for the purposes of the Corporation;

AND WHEREAS Section 330 of the *Act* authorizes municipalities to limit tax decreases as a means of funding the 10% limit on tax increases for 2013;

AND WHEREAS an interim levy was made before the adoption of the estimates for the current year;

AND WHEREAS it is necessary for the Council of The Corporation of the City of North Bay to levy tax rates as prescribed by the Province of Ontario (hereinafter referred to as the "Province") pursuant to Section 257.12.1 (1) of the *Education Act*, R.S.O. 1990, c.E.2, as amended (hereinafter referred to as the "*Education Act*") and the Regulations passed under the *Education Act*;

AND WHEREAS notice of the passing of the budget was published in the North Bay Nugget on Saturday, March 30th and Saturday, April 6th, 2013;

AND WHEREAS a public meeting under the *Act* was held on the 15th of April, 2013;

AND WHEREAS the "Commercial Assessment", "Industrial Assessment" and "Pipeline Assessment" and the applicable subclasses pursuant to Section 7 of the *Assessment Act* have been determined on the basis of the aforementioned property assessment rolls;

AND WHEREAS those tax rates on the aforementioned "Commercial Assessment", "Industrial Assessment" and "Pipeline Assessment" and the applicable subclasses have been calculated pursuant to the provisions of the *Act* and the provisions of the *Education Act* in the manner set out herein;

AND WHEREAS Council authorized the by-law to set 2013 tax rates and to levy taxes for the year 2013 by General Government Committee Report No. 2013-14, passed on the 20th day of March, 2013;

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

1. For the purpose of this By-Law:
 - a) the commercial property class includes all commercial office property, shopping centre property and parking lot property,
 - b) the industrial property class includes all large industrial property; and
 - c) the "Tax Policy Development Reserve Fund" means the reserve fund established by General Government Committee Report No. 2005-03 dated February 28, 2005 containing a balance as of December 31, 2012 of \$346,502.52.

2. a) Tax Rate - General

For the purpose of levying \$75,380,830.00 for the general purposes for The Corporation of the City of North Bay, there is hereby levied, rated and imposed the tax rates set out on Schedule "A" for the Residential Assessment, Multi-Residential Assessment, Commercial Assessment, Industrial Assessment, Pipeline Assessment, Farmland Assessment and Managed Forest Assessment according to the current value assessment on the last returned Assessment Roll for the City of North Bay, as adjusted pursuant to Section 312 of the *Act*.

3. Education Rates

For the year 2013, The Corporation of the City of North Bay shall levy the tax rates prescribed in regulations made under the *Education Act* for the Residential Assessment, Multi-Residential Assessment, Commercial Assessment, Industrial Assessment, Pipeline Assessment, Farmland Assessment and Managed Forest Assessment according to the current value assessment on the last returned Assessment Roll for the City of North Bay, as adjusted pursuant to Section 312 of the *Act*.

4. PILT/Railways

a) For payments-in-lieu of taxes due to The Corporation of the City of North Bay, the actual amount due to The Corporation of the City of North Bay shall be based on the last returned assessment roll for the City of North Bay and the tax rates for the year 2013.

b) For the railway rights of way taxes due to The Corporation of the City of North Bay in accordance with the Regulations as established by the Minister of Finance, pursuant to the *Act*, the actual amount due to The Corporation of the City of North Bay shall be based on the last returned assessment roll for the City of North Bay and the tax rates for the year 2013.

5. If any section or portion of this By-Law or of Schedule "A" is found by a court of competent jurisdiction to be invalid, it is the intent of Council for The Corporation of the City of North Bay that all remaining sections and portions of this By-Law and of Schedule "A" continue in force and effect.

6. Schedule "A" attached hereto shall be and form a part of this By-Law.

7. The Manager of Revenues & Taxation or the Treasurer of The Corporation of the City of North Bay is hereby authorized to mail or cause to be mailed to the address or the residence or place of business of each person taxed, a notice specifying the amount of taxes payable by such a person pursuant to the provision hereof.

8. a) Real property taxes, rated, levied and imposed pursuant to the provisions of this By-Law shall become due and payable in one instalment, namely on June 28, 2013.

b) Notwithstanding the due date referred to in Section 8 (a), the due dates for any taxes due for real property, the owner of which has elected pre-authorized payments, shall be deemed to be the first day of each month of the year, or the fifteenth day of each month of the year, excluding December, for an 1/11 share of such annual taxes, as apportioned by the Treasurer.

c) The Manager of Revenues & Taxation and the Treasurer of The Corporation of the City of North Bay are hereby authorized and directed to mail or cause to be mailed to the address of the residence or place of business of each person taxed, a notice specifying the amount of taxes payable by such person, pursuant to the provisions of this By-Law, including local improvement rates, as well as other rates and charges.

- d) The aforesaid instalment of property taxes shall be paid into the office of the Treasurer or the Manager of Revenues & Taxation of The Corporation of the City of North Bay on or before the respective due date hereinbefore set forth.
 - e) Any amounts payable under this By-Law or the Water Rates By-Law may be paid into such bank named in Schedule "A" or "B" of the Bank Act, Trust Company or Credit Union within the meaning of the Credit Union or Caisse Populaire Act, to the credit of the Treasurer of The Corporation of the City of North Bay.
 - f) The levy provided for in this By-Law shall be reduced by the amount of the interim levy for 2013.
 - g) The City Treasurer is hereby directed and authorized to undertake any required action necessary to collect the education levies herein.
9. The Manager of Revenues & Taxation and City Treasurer are hereby authorized to accept part payment from time to time on accounts of any taxes due or to become due and to give a receipt for such part payment, provided that the acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable in respect of non-payment of any taxes or of any instalment thereof.
10. In default of payment of any instalment of Real Property Taxes levied herein, by the required due date for the payment thereof, a percentage charge of one and one-quarter per cent (1 1/4 %) is hereby imposed as a penalty for non-payment of such taxes, or any instalment thereof, and such penalty shall be added to any taxes as aforesaid or any instalment or part thereof remaining unpaid on the first day of each calendar month thereafter in which default continues, whether before or after December 31, 2013.
11. By-Law No. 2012-56 to set tax rates and levy taxes is hereby repealed and replaced by this by-law.

READ A FIRST TIME IN OPEN COUNCIL THIS 15th DAY OF APRIL, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 15th DAY OF APRIL, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 15th DAY OF APRIL, 2013.

MAYOR ALLAN MCDONALD

CLERK CATHERINE CONRAD

THIS IS SCHEDULE "A" TO BY-LAW NO. 2013-88 OF THE CORPORATION OF THE CITY OF NORTH BAY

Property Assessment Class	General Tax Rate Percentage
Residential & Farm	1.368068
Multi-Residential	3.017137
Commercial - Occupied	2.574977
Commercial – Vacant	1.802484
Industrial – Occupied	1.915295
Industrial – Vacant	1.340707
Pipelines	1.594620
Farmlands	.205210
Managed Forests	.342017

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-89

**BEING A BY-LAW TO SET 2013 TAX RATIOS
FOR PRESCRIBED PROPERTY CLASSES**

WHEREAS The Corporation of the City of North Bay is required to establish tax ratios pursuant to Section 308 of the *Municipal Act*, 2001, S.O. 2001, c.25 as amended (herein referred to as the "Act");

AND WHEREAS the tax ratios set out below establish the relative amount of taxation to be borne by each property class;

AND WHEREAS the property classes have been prescribed by the Minister of Finance under the *Assessment Act*, R.S.O. 1990, ch. A.31, as amended and Regulations thereto;

AND WHEREAS Council authorized the by-law to set 2013 tax ratios for the year 2013 by General Government Committee Report 2013-14 passed on the 20th day of March, 2013;

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

1. Tax Ratios

For the taxation year 2013, the tax ratio for property in the City of North Bay is:

- a) the residential/farm property class is 1.0000;
- b) the multi-residential property class is 2.2054;
- c) the commercial property class is 1.8822;
- d) the industrial property class is 1.40;
- e) the pipelines property class is 1.1656;
- f) the farmlands property class is 0.1500;
- g) the managed forest property class is 0.2500.

2. This By-Law shall come into force and take effect upon being passed.

READ A FIRST TIME IN OPEN COUNCIL THIS 15th DAY OF APRIL, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 15th DAY OF APRIL, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 15th DAY OF APRIL, 2013.

MAYOR ALLAN MCDONALD

CLERK, CATHERINE CONRAD

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-90

**BEING A BY-LAW TO SET 2013 TAX RATE REDUCTIONS FOR PRESCRIBED
PROPERTY SUBCLASSES**

WHEREAS the Council of The Corporation of the City of North Bay (the "Municipality") is required by s.313 of the *Municipal Act, 2001*, S.O. 2001 c.25, as amended (hereinafter referred to as the "Act") to provide for tax rate reductions for prescribed property subclasses for the Municipality;

AND WHEREAS the property subclasses subject to tax rate reductions are those prescribed under s.8(1) of the *Assessment Act*, R.S.O. 1990, c.A.31, as amended;

AND WHEREAS the Minister of Finance has prescribed the percentage reductions the subclasses for farm land awaiting development in *Ontario Regulation 383/98*, as amended;

AND WHEREAS that tax rate reductions reduce the tax rates that would otherwise be levied for municipal purposes;

AND WHEREAS Council authorized the by-law to set tax rate reductions for prescribed property classes for the year 2013 by General Government Committee Report 2013-14 passed on the 20th day of March, 2013;

NOW THEREFORE the Council of The Corporation of the City of North Bay hereby enacts as follows:

1. The tax rate that would otherwise be levied for municipal purposes in the City of North Bay for the subclasses prescribed under paragraph 1 of subsection 8(1) of the *Assessment Act* shall be reduced as follows in accordance with *Ontario Regulation 383/98*, as amended:
 - a) The commercial property class:
 - i) Subclass 1 – Commercial Vacant Land;
 - ii) Subclass 2 – Commercial Excess Land;
 - b) The industrial property class:
 - i) Subclass 1 – Industrial Vacant Land;
 - ii) Subclass 2 – Industrial Excess Land;
2. The tax rate that would otherwise be levied for municipal purposes for the subclass prescribed under subparagraph i of paragraph 2 of subsection 8(1) of the *Assessment Act* shall be reduced by 30%;
3. The tax rate that would otherwise be levied for municipal purposes for the subclass prescribed under subparagraph ii of paragraph 2 of subsection 8(1) of the *Assessment Act* shall be reduced by 30%;
4. The tax rate that would otherwise be levied for municipal purposes for the subclass prescribed under subparagraph i of paragraph 3 of subsection 8(1) of the *Assessment Act* shall be reduced by 30%;
5. The tax rate that would otherwise be levied for municipal purposes for the subclass prescribed under subparagraph ii of paragraph 3 of subsection 8(1) of the *Assessment Act* shall be reduced by 30%.

6. This By-Law shall come into force and take effect upon being passed.

READ A FIRST TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013

READ A SECOND TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 15th
DAY OF APRIL, 2013

MAYOR ALLAN MCDONALD

CLERK CATHERINE CONRAD

FINSERV/LORRAINE/TAX CYCLE/ASSESSMENT TAX REPORTS/2013 tax rates by-law 2013-89

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-91

**BEING A BY-LAW TO ADOPT OPTIONAL TOOLS FOR
2013 FOR THE PURPOSES OF ADMINISTERING LIMITS
FOR THE COMMERCIAL, INDUSTRIAL AND MULTI-
RESIDENTIAL PROPERTY CLASSES
TAX CAPPING PROGRAM**

WHEREAS The Corporation of the City of North Bay (hereinafter referred to as "The Municipality") may, in accordance with section 329.1 of the *Municipal Act, 2001*, S.O. 2001 c.25, as amended (hereinafter referred to as "*The Act*"), and Ontario Regulation 73/03, as made and amended under *The Act*, modify the provisions and limits set out in Part IX *The Act*, with respect to the calculation of taxes for municipal and school purposes for properties in the commercial, industrial and multi-residential property classes;

AND WHEREAS this by-law shall only apply to properties in any of the Commercial, Industrial and Multi-Residential property classes to which Part IX of *The Act* applies;

AND WHEREAS for the purposes of this by-law the commercial classes shall be considered a single property class and the industrial classes shall be deemed to be a single property class;

AND WHEREAS "uncapped taxes" means, the taxes for municipal and school purposes that would be levied for the taxation year but for the application of Part IX of *The Act*.

AND WHEREAS "capped taxes" means, the taxes for municipal and school purposes that shall be levied for the taxation year as a result of the application of Part IX of *The Act*.

AND WHEREAS Council may pass a by-law to apply any one or any combination of the following options:

- a. Increase the annual cap from 5% of last year's capped taxes up to a maximum of 10% of last year's capped taxes; and/or
- b. Set an upper limit on annual increases at the greater of the amount calculated under (a) and up to 5% of the previous year's annualized CVA tax; and/or
- c. Establish a capping adjustment threshold of up to \$250 for increasing properties, decreasing properties or both, whereby no capping adjustments less than the threshold amount would be applied; and/or
- d. Exempt properties from the capping calculation where the previous year's capped taxes for the property were equal to the uncapped taxes for that year; and/or
- e. Exempt properties from the capping calculation where the previous year's capped taxes were less than the previous year's CVA taxes, and the current year's capped taxes would otherwise be greater than the current year's CVA taxes, or vice-versa.

AND WHEREAS a by-law passed to adopt the provisions of subsection 329.1 paragraphs 1 and 2 of the Act provides that such provisions shall also apply to section 332 of *The Act* with respect to the "tenant cap" calculations;

AND WHEREAS Council has reviewed the provisions of Section 329.1 of *The Act* and the provisions of Ontario Regulation 73/03, and hereby deems it necessary and appropriate to adopt optional tools for the purpose of administering limits for the Commercial, Industrial and Multi-Residential property classes:

AND WHEREAS Council authorized the by-law to adopt optional tools for the purposes of administering limits for the Commercial, Industrial and Multi-Residential property classes for the year 2013 by Resolution No. 2013-184 passed on the 18TH day of March, 2013;

NOW THEREFORE the Council of The Corporation of the City of North Bay hereby enacts as follows:

1. **THAT** paragraphs 1, 2 and 3, of Subsection 329.1 (1) of *The Act* shall apply to the Commercial, Industrial and Multi-Residential property classes for 2013.
2. **AND THAT**
 - (i) In determining the amount of taxes for municipal and school purposes for the year under subsection 329 (1) and the amount of the tenant's cap under subsection 332 (5), the greater of the amounts determined under paragraphs a) and b) as set out below shall apply in determining the amount to be added under paragraph 2 of subsection 329 (1), and the increasing amount under paragraph 2 of subsection 332 (5),
 - (a) The percentage set out in Subsection 329 (1) paragraph 2 and in Subsection 332 (5) paragraph 2 shall be ten per cent (10%), and
 - (b) The amount of the uncapped taxes for the previous year multiplied by five per cent (5%).
 - (ii) The amount of the taxes for municipal and school purposes for a property for a taxation year shall be the amount of the uncapped taxes for the property for the year if the amount of the uncapped taxes exceeds the amount of the taxes for municipal and school purposes for the property for the taxation year as determined under section 329, as modified under section 329.1 of *The Act* and this by-law, by two-hundred and fifty dollars (\$250.00) or less.
3. **AND THAT** paragraphs 1, 2 and 3, of Subsection 8.0.2 (2) of Ontario Regulation 73/03 shall apply to the Commercial, Industrial and Multi-Residential property classes for 2013.
4. **AND THAT** properties that meet any of the following conditions shall be exempt from the capping calculations set out under Part IX of *The Act* for the 2013 taxation year:
 - (i) The capped taxes for the property in the previous year were equal to its uncapped taxes for that year.
 - (ii) The capped taxes for the property in the previous year were lower than the property's uncapped taxes for that year, and the current year's capped taxes would be higher than the current year's uncapped taxes if Part IX were applied.
 - (iii) The capped taxes for the property in the previous year were higher than the property's uncapped taxes for that year, and the current year's capped taxes would be lower than the current year's uncapped taxes if Part IX were applied.
5. This by-law shall come into force and effect upon being passed.

READ A FIRST TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 15TH DAY OF APRIL, 2013.

MAYOR ALLAN MCDONALD

CITY CLERK CATHERINE CONRAD

PL

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-92

**BEING A BY-LAW TO ADOPT OPTIONAL TOOLS FOR 2013
FOR THE PURPOSES OF ADMINISTERING LIMITS FOR
ELIGIBLE PROPERTIES IN THE COMMERCIAL, INDUSTRIAL
AND MULTI-RESIDENTIAL PROPERTY CLASSES (NEW
CONSTRUCTION)**

WHEREAS The Corporation of the City of North Bay (hereinafter referred to as "The Municipality") may, in accordance with section 329.1 of the *Municipal Act, 2001*, S.O. 2001 c.25, as amended (hereinafter referred to as "*The Act*") modify the provisions and limits set out in section 331 of the *Act*, with respect to the calculation of taxes for municipal and school purposes payable in respect of property in the Commercial, Industrial and Multi-Residential property classes;

AND WHEREAS Council may pass a by-law to adopt the provisions of Section 329.1 of *The Act* whereby a "floor" or minimum uncapped tax percentage applies to eligible properties in one or more of the uncapped classes;

AND WHEREAS this by-law shall only apply to properties in the Commercial, Industrial and Multi-Residential property classes to which Part IX of *The Act* applies;

AND WHEREAS in this by-law, "uncapped taxes" means the taxes for municipal and school purposes that would be levied for the taxation year but for the application of Part IX of *The Act*;

AND WHEREAS Council has reviewed the provisions of Section 329.1 of the *Act* and hereby deems it necessary and appropriate to adopt optional tools for the purpose of providing minimum amounts for properties subject to the provisions of Section 331 for the Commercial, Industrial and Multi-Residential property classes;

AND WHEREAS Council authorized the by-law to apply a "floor" or minimum uncapped tax percentage to eligible properties in one or more of the uncapped classes for the year 2013 by Resolution No. 2013-184 passed on the 18th day of March, 2013;

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

1. That paragraph 8 of Subsection 329.1 (1) of the *Act* shall apply to the Commercial, Industrial and Multi-Residential property classes in the City of North Bay for 2013.
2. That for all properties in the City of North Bay that become eligible within the meaning of subsection 331 (20) of the *Act*, the taxes for municipal and school purposes for the year or portion of the year shall be the greater of,
 - (i) The amount of the taxes determined for the property for 2013 under subsection 331 (2), and
 - (ii) The amount of the uncapped taxes for the property for 2013 multiplied by one hundred per cent (100%).
3. That this by-law shall come into force and take effect upon being passed.

READ A FIRST TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 15TH DAY OF APRIL, 2013.

MAYOR ALLAN MCDONALD

CITY CLERK CATHERINE CONRAD

CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-93

BEING A BY-LAW TO ESTABLISH DECREASE LIMITS FOR CERTAIN PROPERTY CLASSES FOR 2013.

WHEREAS The Corporation of the City of North Bay may limit tax decreases for a taxation year pursuant to s.330. of the *Municipal Act, 2001*, S.O. 2001 c.25, as amended (hereinafter referred to as the "Act") in order to provide for the recovery of foregone revenue resulting from the application of s. 329 of the Act as modified by s.329.1 of the Act;

AND WHEREAS this by-law shall only apply to properties in a property class to which Part IX of the Act applies;

AND WHEREAS for the purposes of this by-law the commercial classes shall be considered a single property class and the industrial classes shall be deemed to be a single property class;

AND WHEREAS limits to tax decreases for any class may only be established in order to recover all or part of the foregone revenue in respect of the same property class;

AND WHEREAS Council authorized the by-law to establish decrease limits for certain property classes by Resolution No. 2013-184 passed on the 18th day of March 2013;

NOW THEREFORE the Council of The Corporation of the City of North Bay hereby enacts as follows:

- 1. That pursuant to Section 330 of the *Municipal Act*, for the taxation year 2013, tax decreases for property in the following classes shall be subject to the following limitations:

Property Class	Percent Decrease Retained	Percent Decrease Claw back
The multi-residential property class	100%	0
The commercial property class	91.8343%	8.1657%
The industrial property class	100%	0

Where:

- a) *Percent Decreased Retained* means the proportion of an anticipated assessment related tax decrease that is passed through in accordance with Part IX of the Act, and
- b) Where *Percent Decrease Clawback* means the proportion of an anticipated assessment related tax decrease that is withheld in accordance with Part IX of the Act.

- 2. That this by-law shall come into force and take effect upon being passed.

READ A FIRST TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

READ A SECOND TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 15TH DAY OF APRIL, 2013.

MAYOR ALLAN MCDONALD

CITY CLERK CATHERINE CONRAD

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-102

**A BY-LAW TO AMEND BY-LAW NO. 2007-228
(BEING A BY-LAW TO ADOPT THE DELEGATION OF
POWERS AND DUTIES POLICY)**

WHEREAS Council passed Resolution No. 2013-204 at its Regular Meeting held on Tuesday, April 2, 2013 to delegate the authority to the Chief Administrative Officer to approve temporary extensions of liquor licenses for community events;

AND WHEREAS Council passed Resolution No. 2013-204 at its Regular Meeting held on Tuesday, April 2, 2013 to delegate the authority to the City Clerk to approve requests from The Royal Canadian Legion to conduct their annual Poppy Campaigns;

AND WHEREAS Council passed Resolution No. 2013-204 at its Regular Meeting held on Tuesday, April 2, 2013 to delegate the authority to the City Clerk to approve requests from The Salvation Army to conduct their annual Army Christmas Kettle Campaigns;

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

1. Schedule "A" to By-law No. 2007-228 is hereby amended to include the following:
 - "18. TEMPORARY EXTENSIONS TO LIQUOR LICENSES
 - 18.1 The Chief Administrative Officer be delegated the authority to approve temporary extension to liquor licenses for community events, provided that the operations continue to comply with all other municipal by-laws.
 19. ANNUAL CAMPAIGNS
 - 19.1 The City Clerk be delegated the authority to approve requests from the Royal Canadian Legion to conduct their annual Poppy Campaigns.
 - 19.2 The City Clerk be delegated the authority to approve requests from the Salvation Army to conduct their annual Army Christmas Kettle Campaigns (except on Sundays)."
2. This By-law comes into effect upon being passed.

READ A FIRST TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

u. READ A SECOND TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 15TH DAY OF APRIL, 2013.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

BY-LAW NO. 2013-95

A BY-LAW TO DESIGNATE A SITE PLAN CONTROL AREA
ON CERTAIN LANDS ON HIGH STREET

(Tim Falconi & Carlo Guido)

WHEREAS the Council of The Corporation of the City of North Bay, hereinafter referred to as the "City", deems it desirable to designate a Site Plan Control Area in the City of North Bay pursuant to Section 41 of the Planning Act R.S.O. 1990 as amended;

AND WHEREAS the Council deems it desirable to delegate to the Chief Administrative Officer the authority to enter into an agreement respecting the matters referred to herein;

AND WHEREAS Council intends to pass By-law No. 2013-94 to rezone the subject lands to a "Residential Multiple Third Density Special No. 130 (RM3 Sp. 130)" to legalize an existing structure as a six-unit apartment building.

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

- 1) That certain parcel of land composed of Registered Plan No. M-28, Part of Lot 29, PIN 49156-0605(LT) along High Street in the City of North Bay, which lands are more particularly described on Schedule "A" attached hereto, is hereby designated as a Site Plan Control Area.
- 2) As a condition approval, all buildings or structures and parking facilities shall be provided and maintained in a location that is satisfactory to the City of North Bay.
- 3) As a condition of approval the owner agrees to provide adequate water for fire fighting purposes to the satisfaction of, and at no expense to, the City of North Bay.
- 4) As a condition of approval of buildings and structures referred to in Section 2 hereof, no building or structure shall be erected, constructed, or placed on said Site Plan Control Area until the owner of the Site Plan Control Area has entered into an agreement with The Corporation of the City of North Bay respecting the provisions, to the satisfaction of and at no expense to the City of the following matters:
 - a) parking facilities and access driveways and the surfacing of such areas and driveways;
 - b) walkways and the surfacing thereof;
 - c) facilities for lighting, including floodlighting;
 - d) walls, fences, hedges, trees or shrubs, or other groundcover or facilities for the landscaping of the lands;
 - e) collection areas and other facilities and enclosures for the storage of garbage and other waste material;
 - f) grading or alteration in elevation or contour of the land and provision for the disposal of storm, surface and waste water from the land and from any buildings or structures thereon;

- g) adequate water supply for fire fighting purposes; and
 - h) play space development, location and equipment installation.
- 5) a) The Chief Administrative Officer is hereby authorized to enter into, under Corporate Seal, one or more agreements on behalf of The Corporation of the City of North Bay with the owner of the subject lands herein to ensure the provision of all the facilities mentioned in this By-law, and to impose a fee of \$1,300 upon the owner for preparation.
- b) The said Agreement may be registered against the lands to which it applies and the City may enforce the provisions of the Registry Act or any successor legislation thereto and The Land Titles Act or any successor legislation thereto against any and all subsequent owners of the land.
- 6) a) The said Agreement shall be binding on the owner, its successors, assigns and heirs.
- b) The owner shall authorize the City to exercise the provisions of Section 446 of The Municipal Act, 2001 (S.O. 2001, c.25), as amended or any successor legislation thereto in the event of a breach by the owner of a condition of this agreement.
- 7) This By-law comes into force and effect upon being finally passed.

READ A FIRST TIME IN OPEN COUNCIL THE 15th DAY OF APRIL 2013.

READ A SECOND TIME IN OPEN COUNCIL THE 15th DAY OF APRIL 2013.

READ A THIRD TIME IN OPEN COUNCIL AND PASSED THIS 15th DAY OF APRIL 2013.

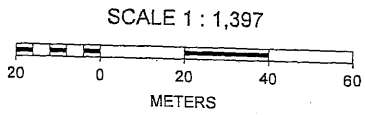
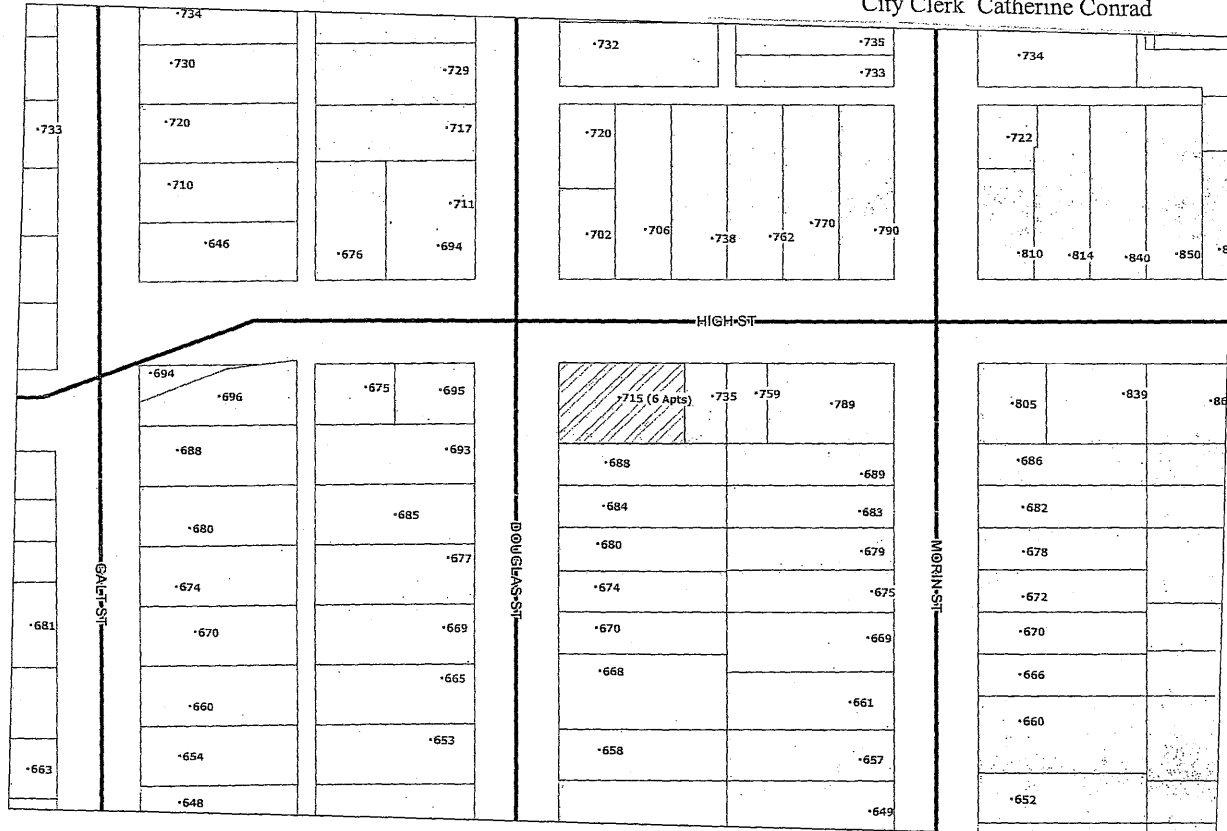
Mayor, Allan McDonald


City Clerk, Catherine Conrad

Passed the ___ day of _____ 2013

Mayor Allan McDonald

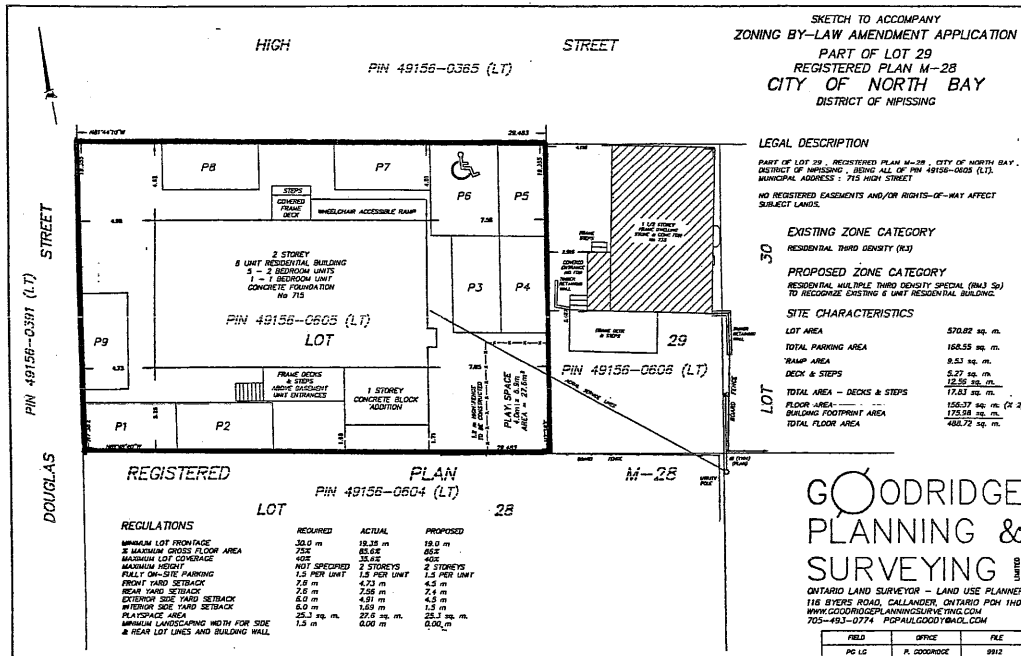
City Clerk Catherine Conrad




 Zoning By-law Amendment
From: "Residential Third Density (R3)"
To: "Residential Multiple Third Density Special No.130
(RM3 Sp. 130)"

Mayor Allan McDonald

City Clerk Catherine Conrad




 Zoning By-law Amendment
 From: "Residential Third Density (R3)"
 To: "Residential Multiple Third Density Special No.130 (RM3 Sp. 130)"

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-104

**BEING A BY-LAW TO AUTHORIZE THE
EXECUTION OF AN AGREEMENT WITH HER
MAJESTY THE QUEEN IN RIGHT OF
ONTARIO AS REPRESENTED BY THE
MINISTER OF NATURAL RESOURCES
RELATING TO MUNICIPAL FOREST FIRE
MANAGEMENT**

WHEREAS the Agreement with Her Majesty the Queen in Right of Ontario as Represented by the Minister of Natural Resources for Municipal Forest Fire Management was approved by Resolution No. 2013-200 passed by Council on the 2nd day of April, 2013;

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

1. The Corporation of the City of North Bay enter into an Agreement dated the 1st day of April, 2013 with Her Majesty the Queen in Right of Ontario as Represented by the Minister of Natural Resources relating to Municipal Forest Fire Management.
2. That the Mayor and Clerk of The Corporation of the City of North Bay are hereby authorized to execute that certain Agreement between The Corporation of the City of North Bay and Her Majesty the Queen in Right of Ontario as Represented by the Minister of Natural Resources and to affix thereto the Corporate seal.

READ A FIRST TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

cc READ A SECOND TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 15TH DAY OF APRIL, 2013

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-87

**BEING A BY-LAW TO AUTHORIZE THE
EXECUTION OF AN AGREEMENT WITH
STANTEC CONSULTING LTD. RELATING TO
THE DEVELOPMENT OF AN ASSET
MANAGEMENT PLAN**

WHEREAS the Agreement with Stantec Consulting Ltd. for the development of an Asset Management Plan was approved by Resolution No. 2013-35 passed by Council on the 21st day of January, 2013;

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

1. The Corporation of the City of North Bay enter into an Agreement dated the 28th day of March, 2013 with Stantec Consulting Ltd. relating to the development of an Asset Management Plan.
2. The Mayor and Clerk of The Corporation of the City of North Bay are hereby authorized to execute that certain Agreement between The Corporation of the City of North Bay and Stantec Consulting Ltd. and to affix thereto the Corporate seal.

READ A FIRST TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

cc READ A SECOND TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED THIS 15TH DAY OF APRIL, 2013.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

THE CORPORATION OF THE CITY OF NORTH BAY

BY-LAW NO. 2013-103

**BEING A BY-LAW TO AUTHORIZE THE
EXECUTION OF AN AGREEMENT WITH
SIERRA CONSTRUCTION (WOODSTOCK)
LIMITED RELATING TO THE LAKESHORE
DRIVE/PINEWOOD PARK DRIVE SANITARY
SEWER EXTENSION - PHASE I**

WHEREAS the Agreement with Sierra Construction (Woodstock) Limited for the Lakeshore Drive/Pinewood Park Drive Sanitary Sewer Extension Phase I was approved by Resolution No. 2013-84 passed by Council on the 19th day of February, 2013;

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

1. The Corporation of the City of North Bay enter into an Agreement dated the 25th day of February, 2013 with Sierra Construction (Woodstock) Limited relating to the Lakeshore Drive/Pinewood Park Drive Sanitary Sewer Extension - Phase I.
2. That the Mayor and Clerk of The Corporation of the City of North Bay are hereby authorized to execute that certain Agreement between The Corporation of the City of North Bay and Sierra Construction (Woodstock) Limited and to affix thereto the Corporate seal.

READ A FIRST TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

cc READ A SECOND TIME IN OPEN COUNCIL THIS 15TH DAY OF APRIL, 2013.

READ A THIRD TIME IN OPEN COUNCIL AND ENACTED AND PASSED 15TH DAY OF APRIL, 2013.

MAYOR ALLAN McDONALD

CITY CLERK CATHERINE CONRAD

MOTION

North Bay, Ontario April 15, 2013

Subject: 24 Hour Shifts - Firefighters

File No. _____

Res. No. 2013 -

Moved by Councillor: MENDICINO

Seconded by Councillor: _____

WHEREAS pursuant to Section 2 of the *Municipal Act, 2001*, municipalities are created by the Province of Ontario to be responsible and accountable governments with respect to matters within their jurisdiction and each municipality is given powers and duties under this Act and many other Acts for the purpose of providing good government with respect to those matters;

AND WHEREAS pursuant to Section 224 of the *Municipal Act, 2001*, it is the role of Council to represent the public and to consider the well-being and interests of the municipality; to develop and evaluate the policies and programs of the municipality; to determine which services the municipality provides; and to maintain the financial integrity of the municipality;

AND WHEREAS pursuant to Section 2 of the *Fire Protection and Prevention Act, 1997*, every municipality shall provide such fire protection services as it determines may be necessary in accordance with its needs and circumstances;

AND WHEREAS the conditions of work for firefighters and collective bargaining rights, among other things, is governed by Part IX of the *Fire Protection and Prevention Act, 1997*;

AND WHEREAS Section 43 of the Act imposes certain requirements regarding the hours of work for firefighters, including the option to implement 24 hour shift rotations, but does not require that this model be implemented leaving the management of resources, including the determination of appropriate work schedules and staffing, as a right held by the municipality;

AND WHEREAS pursuant to Section 25 of the *Occupational Health and Safety Act*, every employer is obligated, among other things to take every precaution reasonable in the circumstances for the protection of a worker;

AND WHEREAS Council believes that:

- No conclusive peer-reviewed medical studies have been conducted to measure the effects of 24 hour shifts on firefighters, including how the impact of sleep deprivation impacts the cognitive abilities of firefighters;

MOTION

- Such studies have been conducted in other professions to measure the effect of extended shifts on those professionals and employees and the results have not been supportive of extended shifts;
- No conclusive peer-reviewed studies have been conducted to confirm the subjective benefits which have been argued to be associated with 24 hour shifts for firefighters;
- The potential risks associated with 24 hour shifts include, among other things, a reduction in the ability of the firefighters to perform physically and mentally demanding tasks, a reduction in on-the-job stamina and increased rates of technical errors all of which may contribute to increased occupational injury, accident and/or loss of life and ultimately reduced public safety;
- 24 hours shifts have the potential to create onerous operational and administrative burdens and financial costs associated with the management of sick leave, overtime, training, and discipline and impair the ability to ensure adequate numbers of firefighters available for callback in the event of major incidents;
- 24 hour shifts may disconnect firefighters from their workplace for extended periods, resulting in reduced employee engagement, loss of mentoring opportunities, and low levels of commitment to the profession; and
- 24 hour shifts may have a disproportionate effect on older workers who generally have a more difficult time adjusting to significant schedule changes and have the potential to cause increased job stress and strain on family life for some firefighters.

NOW THEREFORE BE IT RESOLVED that the Council of The Corporation of the City of North Bay does not support the implementation of a 24 hour shift model for the City of North Bay Fire and Emergency Services as there is insufficient evidence at this time to refute real concern that this deployment of firefighter resources represents an unacceptable risk to the health and safety of firefighters and the public; as there is insufficient evidence at this time to confirm the subjective benefits proposed in support of the 24 hour shift model; and furthermore that implementing this change would be detrimental to the continued efficiency and effectiveness of the Fire Service.

Carried

Carried as amended

Lost

Conflict _____

Endorsement of Chair _____

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

Signature of Clerk _____

MOTION

North Bay, Ontario April 15, 2013

Subject: Interest Arbitration

File No. _____

Res. No. 2013 -

Moved by Councillor: ANTHONY

Seconded by Councillor: _____

WHEREAS the provincial arbitration system has had negative financial impact on communities;

AND WHEREAS arbitration decisions have not often included consideration of a municipality's "ability to pay", putting further burden on the tax base;

AND WHEREAS Jim Wilson, MPP tabled a Private Members' Bill concerning interest arbitration titled the *Public Sector Capacity to Pay Act, 2013*;

THEREFORE BE IT RESOLVED THAT North Bay Council show support for this bill and encourage all parties to move it through the legislative process;

AND FURTHER THAT A copy of this resolution be forwarded to Jim Wilson, MPP for Simcoe-Grey; the Honourable Kathleen Wynne; the Honourable Yasir Naqvi, Minister of Labour; Victor Fedeli, MPP for Nipissing; Andrea Horwath, Leader of the Provincial New Democratic Party; Tim Hudak, Leader of the Provincial Progressive Conservation Party; the Association of Municipalities of Ontario; the Federation of Northern Ontario Municipalities.

Carried

Carried as amended

Lost

Conflict _____ Endorsement of Chair _____

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

Signature of Clerk _____