


Report Date: March 7, 2001

**Subject:** Blue Box Collection Service  
Co-Op and Non-Profit Housing Sector

617-1

**Department Review:**



D. Wuksinic  
General Manager of Corporate Services

**C.A.O. Review:**



J. L. (Jim) Rule  
Chief Administrative Officer

## Executive Summary

By-laws of the former Regional Municipality of Sudbury remain in effect under the new City of Greater Sudbury; however, it is anticipated that consolidation and updating of by-laws will be undertaken for the new City during 2001.

This particular by-law relates to the annual Blue Box Collection charge in the Co-Op and Non-Profit Housing Sector. Only properties within the former regional boundaries will be affected as it is understood that there are no Co-Op or Non-Profit Housing complexes in the annexed areas.

## Background

By Engineering Committee Resolution No. 94-223, a Blue Box Collection option was offered to the Co-op and Non-Profit Housing Sector at an operating cost of \$10 per unit per annum plus a one-time capital cost of \$30 per unit. By Resolution No. 98-83 the annual fee was increased to \$15 during the 1998 budget deliberations. This annual charge is to be adjusted yearly based on the Canadian Construction Cost Index.

The 2000 rate was \$16, and the 2000 Canadian Construction Index shows a 3.1 per cent increase over 1999. The annual fee for 2001 is therefore \$17.

**Report Date:** March 7, 2001

**Subject:** 2001 Rates - Capital Lot Levies

619 / 750

**Department Review:**



D. Wuksinic  
General Manager of Corporate Services

**C.A.O. Review:**

J. L. (Jim) Rule  
Chief Administrative Officer

## Executive Summary

By-laws of the former Regional Municipality of Sudbury remain in effect under the new City of Greater Sudbury; however, it is anticipated that consolidation and updating of by-laws will be undertaken for the new City, during 2001.

Lot levies are increased annually by inflation, and are applicable only on lots created by consent, or plans of subdivision / condominium approved under By-laws 79-111 or 89-111. No new lots or plans would be affected by these by-laws, including any falling within the annexed areas.

## Background

Although, effective November, 1991, Capital Lot Levies were replaced by Development Charges, there are still agreements in effect where Capital Lot Levies apply.

**By-law 89-111** applies to residential lots created by consent from the Committee of Adjustment, and Plans of Subdivision and Plans of Condominium approved under the Planning Act. In some instances, the terms and conditions under these Consents and Plans are still outstanding, and By-law 89-111 would still apply.

Under this By-law, the capital levy rates are to be adjusted annually to reflect changes in the Composite Component of the Canadata Construction Index, Ontario Series, as at November 15th of each year, using November 15th of the previous year as the base level. The increase for 2001 over 2000 is 3.1 per cent.

The following are therefore the 2001 Capital Levies:

	2000	2001
Upgrading of the Sewage System	\$1,220	\$1,260
Upgrading of the Water System	\$1,825	\$1,880

**By-law 79-111** applies to Plans of Subdivision approved under the Planning Act and preceded By-law 89-111. There are still a few such Plans in effect.

The capital levy rates for subdivision agreements entered into prior to the passage of By-law 89-111 are to be adjusted annually in direct relation to the Composite Component of the Canadata Construction Index, Ontario Series, as at November 15th of each year, over the previous year. The increase for 2001 over 2000 is 3.1 per cent and the rates for 2001 are therefore:

	2000	2001
Upgrading of the Sewage System	\$1,220	\$1,260
Upgrading of the Water System	\$615	\$635

**Report Date: March 7, 2001**

**Subject:** By-laws 87-340 and 87-341 619  
Requiring Owners to Connect to Sewer and Water Works

**Department Review:**

  
D. Wuksinic  
General Manager of Corporate Services

**C.A.O. Review:**

  
J. L. (Jim) Rule  
Chief Administrative Officer

## Executive Summary

By-laws of the former Regional Municipality of Sudbury remain in effect under the new City of Greater Sudbury; however, it is anticipated that consolidation and updating of by-laws will be undertaken for the new City during 2001.

These by-laws make provision for exemptions from mandatory connections to sewer and water services based on a number of conditions. One of the conditions is cost of connections, which is increased annually.

These by-laws will not affect any properties in the annexed areas, as no sewer or water services are available.

## Background

Owners are exempt from mandatory connections to sewer / water services, if together with other conditions, the costs to establish the private portion of **each** connection exceeds a specified limit. The limit is increased annually in direct proportion to increases in the Composite Component of the Canadata Construction Index, Ontario series, using November 15th of each year, over the previous year.

The increase for 2001 over 2000 is 3.1 percent.

Therefore, for 2001, exemptions from mandatory connections are available if, together with other conditions, the costs to establish the private portion of each connection exceeds \$7,330.

**Report Date:** March 12, 2001

**Subject:** Development Charges Reserve Fund  
at December 31, 2000

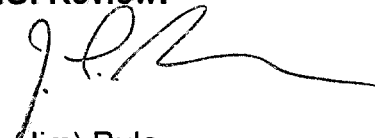
721-A

**Department Review:**



Sandra Jonasson  
Director of Finance / City Treasurer

**C.A.O. Review:**



J. L. (Jim) Rule  
Chief Administrative Officer

### Executive Summary

Pursuant to Section 43 of the Development charges act, the Treasurer shall furnish to Council a financial statement relating to the Development Charges By-law and reserve funds.

A copy of this statement shall be forwarded to the Ministry of Municipal Affairs and Housing. This is also a requirement under the Act.

## Background

By Corporate Services Resolution No. 99-106 of the Regional Municipality of Sudbury, all development charges collected are transferred monthly to the appropriate Capital Financing Reserve Fund (e.g. Roads Development Charges to the Capital Financing Reserve Fund - Roads).

Attached is a Development Charges Distribution Statement for the year ended December 31, 2000. Shown is the collection and allocation of development charges for 2000. In total \$298,831 was collected and distributed to the appropriate Capital Financing Reserve Funds.



REGIONAL MUNICIPALITY OF SUDBURY

DEVELOPMENT CHARGE DISTRIBUTION STATEMENT

FROM JANUARY 1, 2000 TO DECEMBER 31, 2000

	SEWER SERVICE \$	WATER SERVICE \$	GENERAL GOVERNMENT \$	POLICE \$	PUBLIC WORKS BUILDINGS AND EQUIPMENT \$	PUBLIC WORKS ROADS \$	RESERVE FUND TOTAL \$
Balance as of January 1, 2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Development Charge Proceeds:							
January	(444.04)	(656.28)	0.00	28.58	0.00	231.74	(840.00)
February	0.00	0.00	0.00	0.00	0.00	0.00	0.00
March	6,408.00	10,060.00		987.76		8,008.24	25,464.00
April	5,808.00	11,886.00		1,139.72		9,240.28	28,074.00
May	5,696.00	10,816.00		1,443.65		11,704.35	29,660.00
June	6,408.00	10,080.00		1,519.63		12,320.37	30,328.00
July	14,240.00	23,382.00		2,355.43		19,096.57	59,074.00
August	14,952.00	21,357.00		1,747.58		14,168.42	52,225.00
September	7,832.00	14,312.00		1,443.70		11,704.30	35,292.00
October	2,136.00	3,782.00		455.89		3,696.11	10,070.00
November	4,984.00	7,371.00		531.87		4,312.13	17,199.00
December	3,560.00	5,265.00		379.91		3,080.09	12,285.00
Total Development Charge Proceeds	71,579.96	117,654.72	0.00	12,033.72	0.00	97,562.60	298,831.00
Resolution #99-106: Reallocate	(71,579.96)	(117,654.72)		(12,033.72)		(97,562.60)	(298,831.00)
December 31, 2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00


Report To: **Council**

Report Date: 23 March 2001

Meeting Date: 27 March 2001

**Subject: Rescheduling Meeting Dates for  
Council and Committee of the Whole Planning**

**Department Review:**

  
Doug Wuksinic  
General Manager

**Recommended for Agenda:**

  
J.L. (Jim) Rule,  
Chief Administrative Officer

**Report Authored by:**

Thom M. Mowry, City Clerk

## Summary:

The purpose of this Report is to respond to a request by Council to examine the option of scheduling Council and Committee of the Whole Planning Meetings on the same week.

The current meeting structure has been in place for less than three months, and therefore it is too brief a period to fully evaluate the current structure and to make meaningful suggestions. Several pitfalls in scheduling these two meetings on the same week are identified, as well as some options for Council to consider.

Should Council wish to schedule Council and Committee of the Whole Planning on the same week, then the preferred meeting dates would be to schedule Planning on Tuesday and Council on Thursday.

## **Background:**

### **Guiding Principles for establishing meeting dates:**

It is important to identify principles which guide how meetings of Council should be scheduled. Any schedule of meetings must be designed to meet a number of criteria to ensure that information can flow through Council's decision making process with adequate assurance that certain commitments to preparation, access and public participation are met.

Such criteria would include:

- the recognition of the preeminence of Council and Committee of the Whole meetings and that other meetings should not be scheduled either by City Departments or outside agencies that report to Council on those meeting dates;
- meetings should be scheduled in order to permit the orderly and timely consideration of Council's business;
- a meeting schedule must permit the City Clerk's staff to follow the Procedural By-law requirements to prepare and distribute Agenda materials for Council and Committees within a practical time frame in advance of a meeting;
- any schedule must account for the annual meetings of the Federation of Canadian Municipalities and the Association of Municipalities of Ontario;
- the need to schedule Council and Committee of the Whole Planning meetings to permit decision-making that is not duly delayed;
- the need for Members of Council to be able to attend other meetings;
- the need to ensure adequate time to permit report preparation by City staff, agenda and report management by the City Clerk's Office, circulation for comment to Legal Services and Finance, and finally, review and approval by the General Managers and the Chief Administrative Officer;

- the need to accommodate a summer and Christmas break for Members of Council and staff;
- Councillors' and staff's workloads must be manageable. This means that agendas must be comprehensible; they must contain the background materials on which to base a valid decision;
- the schedule must be achievable by the City Clerk's staff given current and projected resources;
- any schedule must accommodate Committee of the Whole Budget Meetings and other special finance meetings, such as pre-budget public hearings and presentation of the financial statements.
- the schedule should provide enough flexibility and free time to allow Members of Council to address their other responsibilities (advisory panels, public meetings, special purpose bodies, constituency work);
- There must be sufficient time for Members of Council to review and understand a committee's actions or a staff recommendation;
- Members of Council must also be able to attend the meetings of advisory panels, outside boards and committees and not be forced to choose from within conflicting schedules; and,
- any schedule must be easy to understand and follow by Members of Council, staff, media and public.

#### **Meeting Scheduling Options:**

Various scheduling options were reviewed by staff with a view to avoid scheduling difficulties and not to create any additional bottlenecks in the decision making process.

The following three options were considered and reviewed by staff:

- Planning-Monday; Council-Tuesday
  - Planning-Tuesday; Council-Wednesday
- and,
- Planning-Tuesday; Council-Thursday.

Critical in considering each of the above options is the time element in producing the Planning Minutes and in meeting the deadlines for the delivery of the Agendas under the current provisions of the Procedural By-law.

**Planning Considerations:**

With respect to the Planning Minutes, neither the Monday/Tuesday nor the Tuesday/Wednesday options would allow full minutes from the Planning Committee to be completed. Council would have to be prepared, in order to prevent delays in the planning process, to accept minutes which contain decisions only. As well, these minutes, under either the Monday/Tuesday or the Tuesday/Wednesday option would not allow Council an opportunity to review these minutes, as they would be tabled for adoption at the Council meeting.

Planning minutes serve as a record of how Council frames its planning decisions. The lack of a "complete" record, including any oral representations during a public hearing, might prove to be detrimental to the City's position at the appeal stage before the Ontario Municipal Board.

**Council Considerations:**

Currently, the Agenda for Council closes at 12:00 o'clock noon on the Wednesday before the Tuesday night Council meeting. Under the provisions of current Procedural By-law, Members of Council, must have in their position a paper copy of the Agenda no later than the Saturday before the Council or Committee of the Whole Planning meeting. As well, the Agendas for both of these meeting must be posted on the City's Internet site no later than the close of business at 4:30 p.m. on a Friday.

To move to a two meeting schedule, the placement of items on Agendas would reasonably require tight management of this time frame. A minimum of seven (7) business days before the Monday prior to a meeting of Council would be required in order to meet the necessary deadlines.

In order to allow sufficient time for preparation, review and approval, the staff report would have to be completed at the end of the business day on the Monday a week before the meeting.

Closing off the Agenda at this point in time would allow sufficient turn around to translate the Agenda cover, which currently averages seven to nine pages in length.

The Monday/Tuesday and the Tuesday/Wednesday options provide Members of Council a limited time to consult with the public, or review critical matters that may be placed before them on two Agendas. As well, these back to back meetings provide little room for staff to deal with unexpected emergencies, such as equipment failure.

In any event, no matter which option Council may choose for the Planning and Council meetings, the use of Addendums for other than emergencies, health or safety issues, or matters prejudicial to the legal or economic interests of the Corporation, will have to be curtailed, if not eliminated.

### **Conclusions:**

The current meeting schedule for Council and Committee of the Whole Planning has been in place for less than three (3) months. The meeting dates and times and Councillors' participation in the work of Advisory Panels have yet to be finalized.

Council's meeting dates have been established and as a result staffing patterns have been created to meet that schedule. As well, the public and the media (particularly, cable broadcasting of Council's meetings) have also established their viewing and televising habits.

*BX-one*, the current cable broadcaster of Council meetings, has advised the Clerk's Office that rescheduling Council's meeting dates would present a challenge because of staffing and changes to their production schedule. However, they have indicated they will cover the meetings. They have requested at least a two week notice if there are any changes to Council's meeting dates in order to permit them to advertise the changes, make appropriate staffing arrangements and adjust their production schedule.

Nevertheless, should Members of Council decide to schedule both Council and Committee of the Whole Planning on the same week, then the preferred schedule would be: Planning-Tuesday; Council-Thursday.

All of which is respectfully submitted for Council's consideration.