



**The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, April 2, 2019**

6:00 P.M.

City Hall Council Chambers – 325 Farr Drive

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Review of Revisions or Deletions to Agenda**
- 4. Approval of Agenda**

Draft Motion

Be it resolved that City Council approves the agenda as printed/amended.

- 5. Disclosure of Pecuniary Interest and General Nature**

- 6. Review and adoption of Council Minutes**

Draft Motion

Be it resolved that City Council approves the following minutes as printed:

- a) Regular meeting of Council – March 19, 2019

7. **Public Meetings pursuant to the Planning Act, Municipal Act and other Statutes**

8. **Question and Answer Period**

9. **Presentations / Delegations**

10. **Communications**

- a) Julia Danos, Director – Ministry of Infrastructure & Carolyn Hamilton, Director – Ministry of Agriculture, Food and Rural Affairs

Re: Allocation under Ontario Community Infrastructure Fund (OCIF) – Formula Based - \$318,735 (2019)

Reference: Received for information and referred to the Treasurer

- b) Krystal Oviatt, Member – Timiskaming District Road Safety Coalition

Re: Request for Support – Reduction of Speed on Highway 11 (Hwy 65 to Tobler's Road)

Reference: Motion to be presented under New Business

- c) Mark Howey, President – Tri-Town Ski and Snowboard Village

Re: Sponsorship – Application to Frog's Breath

Reference: Motion to be presented under New Business

- d) Jocelyne Maxwell, Executive Director – Centre de santé Communautaire du Témiskaming

Re: Invitation - Lunch hour walk (Thursday, May 9, 2019)

Reference: Received for Information

- e) Ministry of Natural Resources and Forestry (MNRF)

Re: Inspection of Approved 2019-2020 Work Schedule Timiskaming Forest

Reference: Received for Information

- f) Tony Rachwalski, Executive Director – Community Living Temiskaming Sourth

Re: Proclamation – May as Community Living Month

Reference: Received for Information

- g) Rose West, President – Haileybury Golf Club

Re: Sponsorship – Application to Frog's Breath

Reference: Motion to be presented under New Business

- h) Sharron Graydon, President – New Liskeard Figure Skating Club

Re: Sponsorship – Application to Frog's Breath

Reference: Motion to be presented under New Business

Draft Motion

Be it resolved that City Council agrees to deal with Communication Items 10. a) to 10. h) according to the Agenda references.

11. Committees of Council – Community and Regional

Draft Motion

Be it resolved that the following minutes and/or reports be accepted for information:

- a) Minutes of the Temiskaming Shores Public Library Board meeting held on February 20, 2019;

- b) Minutes of the Temiskaming Shores Police Services Board meeting held on March 25, 2019;
- c) Earlton-Timiskaming Regional Airport – January 2019 Activity Report;
- d) Minutes of the Earlton-Timiskaming Regional Airport Authority meeting held on January 24, 2019;
- e) Earlton-Timiskaming Regional Airport – February 2019 Activity Report; and
- f) Minutes of the Earlton-Timiskaming Regional Airport Authority meeting held on March 7, 2019.

12. Committees of Council – Internal Departments

Draft Motion

Be it resolved that the following minutes be accepted for information:

- a) Minutes of the Recreation Services Committee meeting held on February 11, 2019.

13. Reports by Members of Council

14. Notice of Motions

15. New Business

- a) **Support – Timiskaming District Road Safety Coalition – Speed Reduction on Highway 11**

Draft Motion

Whereas Highway 11 in Temiskaming Shores has an annual average daily traffic (AADT) of 14,900 as reported by the MTO in 2016 which is among the highest in North Eastern Ontario; and

Whereas this section of the highway also has the highest posted speed limit (80 km/hr) through any community that is transected by Highway 11 in Northern Ontario; and

Whereas the Highway Traffic Act (HTA), Part IX Rate of Speed section 128.1 states that no person shall drive a motor vehicle at a rate of speed greater than (a) 50 kilometers an hour on a highway within a local municipality or within a built up area; and

Whereas the City of Temiskaming Shores has expanded considerably along Highway 11 in recent years, including residential and businesses and should qualify as a “built up area” by definition; and

Whereas École catholique St-Michel has expanded from a grade 5-8 school to now accommodate K-8 as well as a child care centre; and

Whereas the traffic impact study completed as part of the expansion resulted in a parking lot redesign as well as recommending the speed limit on Highway 11 be reduced to 60km/hr; and

Whereas the City of Temiskaming Shores has supported designating a portion of Highway 11 as a Community Safety Zone; and

Whereas the MTO has installed a school zone sign near École catholique St-Michel in 2017; and

Whereas this corridor is a preferred route for large commercial transports, which take more time to turn on and off of the highway to access restaurants and gas stations; and

Whereas a speed of 60km/h on this section of highway would be consistent with the speed on Highway 65 within the City of Temiskaming Shores.

Now therefore be it resolved that the Council of Temiskaming Shores hereby supports the Temiskaming District Road Safety Coalition and petitions the Government of Ontario to reduce the posted speed limit to 60 km/h from 80 km/h from 0.1 km south of Hwy 65 to Tobler’s Road on Highway 11 in Temiskaming Shores; and

Furthermore, that MTO apply lane painting techniques that encourage road users to slow down as well as enhance signage to notify drivers of the reduced speed and that there is a school ahead; and

Furthermore, that a copy of this resolution be sent to The Honuorable Jeff Yurek, Minister of Transportation and the Timiskaming District Road Safety Coalition.

b) Memo No. 003-2019-PW – Leachate Disposal Rate Reduction – Uniboard Request

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 003-2019-PW; and

That Council hereby approves a reduction in the disposal rate for leachate from the Uniboard property at the New Liskeard Lagoons from \$0.04/litre to \$0.02/litre.

or

That Council hereby denies the request from Uniboard for a reduction of the disposal rate for leachate and confirms that the rate will remain at \$0.04/litre.

c) Memo No. 004-2019-PW – Amendment to By-law No. 2018-072 (Patching) – extend agreement for 2019

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 004-2019-PW; and

That Council hereby directs staff to prepare the necessary by-law to amend By-law No. 2018-072 to extend the terms of the agreement with Miller Paving for Asphalt Patching Services for 2019 for consideration at the April 2, 2019 Regular Council meeting.

d) Administrative Report No. PW-003-2019 – 2019 Roadway Surfacing Program

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-003-2019, in particular Appendix 01 - Proposed 2019 Roads Program (prepared in consultation with

Miller Paving Limited for the hardtop resurfacing of various roadway sections in Temiskaming Shores); and

That Council directs staff to prepare the necessary by-law to enter into an agreement with *Miller Paving Limited* for the 2019 Roads Program for consideration at the April 2, 2019 Regular Council meeting.

e) Administrative Report No. PW-004-2019 – Municipal Hazardous or Special Waste – Orange Drop Event

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-004-2019;

That Council agrees to host an Orange Drop Event on Saturday June 1, 2019; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2018-026 to extend the agreement with Drain-All Ltd. allowing for the provisions of collection and disposal services for the Orange Drop Event on June 1, 2019 for consideration at the April 2, 2019 Regular Council meeting.

f) Administrative Report No. PW-005-2019 – Haileybury Water Treatment Plant - Sedimentation Tank Rebuild

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-005-2019, more specifically Appendix 01 - Napier-Reid Quotation (supply material to Rehabilitate Sedimentation Tank);

That as outlined in By-law No. 2017-015, *Procurement Policy, Section 10*, Council approves to waive the tendering procedure to supply the necessary material for the completion of the Sedimentation Tank Rehabilitation Project based on the justification as outlined in Appendix 02; and

That as outlined in By-law No. 2017-015, *Procurement Policy, Section 6, Approval Authority*, Council approves the award to supply the material necessary to complete the Sedimentation Tank Rehabilitation Project to Napier-Reid in the amount of \$ 87,900 plus applicable taxes and direct staff to issue the required Purchase Order.

g) Administrative Report No. PW-006-2019 – Centre and Edge Line Roadway Marking Services

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-006-2019;

That Council approves the award of the 2019 Centre and Edge Line Painting Services contract to *Midwestern Line Striping Inc.* at a cost of \$0.345 per metre of line marking and \$150 per hour for pre-marking, if required, plus HST;

That Council approves the extension of the Agreement to include Centre and Edge Line Painting Services, at the same unit prices, for the 2020 season; and

That Council directs staff to prepare the necessary by-law and agreement for consideration at the April 2, 2019 Regular Council meeting.

h) Administrative Report No. PW-007-2019 – Tender award – Miller Paving – Crushing and Stockpiling of Granular “M” Material

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-007-2019, particularly Appendix 01 – Opening Results and Appendix 02 - Draft Agreement;

That as outlined in By-law No. 2017-015, Procurement Policy, Section 6, Approval Authority, Council approves the award of the Crushing and Stockpiling of Granular “M” in the Contractors Pit location contract to *Miller Paving Limited* at a unit price of \$6.35per tonne (with a maximum of 12,000 tonnes) plus HST; and

That Council directs Staff to prepare the necessary by-law and agreement for the said contract for consideration at the April 2, 2019 Regular Council meeting.

i) Memo No. 007-2019-RS – Amendment to By-law No. 2012-039 – Schedule of Departmental User Fees

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby

acknowledges receipt of Memo No. 007-2019-RS; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2012-039 to include inadvertently omitted fees under Appendix “D” – Recreation Fees for consideration at the April 2, 2019 Regular Council meeting.

j) Memo No. 008-2019-RS – Sponsorship – Tri-Town Ski and Snowboard Village – Application to Frog’s Breath

Draft Motion

Whereas the Tri-Town Ski and Snowboard Village (TSSV) has applied for \$50,000 in funding assistance from the Frog’s Breath Foundation to assist with the purchase of a replacement Snow Groomer; and

Whereas TSSV requires a registered charitable organization to sponsor their application to the Frog’s Breath Foundation and has requested that the City partner on the said application.

Now therefore be it resolved that the Council of the City of Temiskaming Shores hereby agrees to sponsor the Tri-Town Ski and Snowboard Village application to the Frog’s Breath Foundation.

k) Memo No. 009-2019-RS – Sponsorship – Haileybury Golf Club – Application to Frog’s Breath

Draft Motion

Whereas the Haileybury Golf Club has applied for \$20,000 in funding assistance to replace a mower; and

Whereas the Haileybury Golf Club requires a registered charitable organization to sponsor their application to the Frog’s Breath Foundation and has requested that the City partner on the said application.

Now therefore be it resolved that the Council of the City of Temiskaming Shores hereby agrees to sponsor the Haileybury Golf Club application to the Frog’s Breath Foundation.

l) Memo No. 010-2019-RS – Sponsorship – New Liskeard Figure Skating Club – Application to Frog’s Breath

Draft Motion

Whereas the New Liskeard Figure Skating Club has applied for \$8,000 in funding assistance to enhance their sound system; and

Whereas the New Liskeard Figure Skating Club requires a registered charitable organization to sponsor their application to the Frog's Breath Foundation and has requested that the City partner on the said application.

Now therefore be it resolved that the Council of the City of Temiskaming Shores hereby agrees to sponsor the New Liskeard Figure Skating Club's application to the Frog's Breath Foundation.

m) Administrative Report No. CS-015-2019 – Culinary Tourism Strategy

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-015-2019; and

That Council adopts the One Lake, Two Provinces, Three Cultures enhanced Lake Temiskaming Tour product development narrative report prepared by the Culinary Tourism Alliance.

16. By-laws

Draft Motion

Be it resolved that:

By-law No. 2019-053 Being a by-law to enter into an agreement with Miller Paving Limited for the 2019 Roadway Surfacing Program

By-law No. 2019-054 Being a by-law with respect to water and sewer service rates

By-law No. 2019-055 Being a by-law to amend By-law No. 2016-018 (Agreement with Drain-All Ltd. as a Registered Transporter for the City's Municipal Hazardous and Special Waste – 2019 Orange Drop Collection Event)

By-law No. 2019-056 Being a by-law to enter into an agreement with Midwestern Line Striping Inc. for the provision of Roadway Centre and Edge Line Painting Services

By-law No. 2019-057 Being a by-law to enter into an agreement with Miller Paving Limited for the Crushing and Stockpiling of Granular “M”

By-law No. 2019-058 Being a by-law to amend By-law No. 2018-072 (Agreement with Miller Paving Limited for 2019 Asphalt Patching Services)

By-law No. 2019-059 Being a by-law to amend By-law No. 2012-039, as amended being a by-law to adopt Schedules of Departmental User Fees and Services for the City of Temiskaming Shores – Schedule “D” Recreation Fees

be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that

By-law No. 2019-053;

By-law No. 2019-054;

By-law No. 2019-055;

By-law No. 2019-056;

By-law No. 2019-057;

By-law No. 2019-058; and

By-law No. 2019-059

be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

17. Schedule of Council Meetings

a) Regular – Tuesday, April 16, 2019 at 6:00 p.m.

- b) Regular – Tuesday, May 7, 2019 at 6:00 p.m.

18. Question and Answer Period

19. Closed Session

Draft Motion

Be it resolved that Council agrees to convene in Closed Session at _____ p.m. to discuss the following matters:

- a) **Adoption of the January 22, 2019 – Closed Session Minutes**
- b) **Adoption of the February 4, 2019 – Closed Session Minutes**
- c) **Adoption of the February 19, 2019 – Closed Session Minutes**
- d) **Under Section 239 (2) (c) of the Municipal Act, 2001 – proposed disposition of land by the municipality – Roland and Raymond**

Draft Motion

Be it resolved that Council agrees to rise with report from Closed Session at _____ p.m.

20. Confirming By-law

Draft Motion

Be it resolved that By-law No. 2019-060 being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular meeting held on **April 2, 2019** be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that By-law No. 2019-060 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

21. Adjournment

Draft Motion

Be it resolved that City Council adjourns at _____ p.m.



**The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, March 19, 2019**

6:00 P.M.

City Hall Council Chambers – 325 Farr Drive

Minutes

1. Call to Order

The meeting was called to order by Mayor Carman Kidd at 6:00 p.m.

2. Roll Call

Council: Mayor Carman Kidd; Councillors Jesse Foley, Patricia Hewitt, Doug Jelly, Jeff Laferriere, Mike McArthur and Danny Whalen

Present: Christopher W. Oslund, City Manager
David B. Treen, Municipal Clerk
Doug Walsh, Director of Public Works
Tammie Caldwell, Director of Recreation
Shelly Zubyck, Director of Corporate Services
James Franks, Economic Development Officer

Regrets:

Media: Diane Johnston, Temiskaming Speaker
Bill Buchberger, CJTT 104.5 FM

Members of the Public Present: 13

3. Review of Revisions or Deletions to Agenda

4. Approval of Agenda

Resolution No. 2019-193

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that City Council approves the agenda as printed.

Carried

5. Disclosure of Pecuniary Interest and General Nature

None

6. Review and adoption of Council Minutes

Resolution No. 2019-194

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

Be it resolved that City Council approves the following minutes as printed:

a) Regular meeting of Council – March 12, 2019

Carried

7. Public Meetings pursuant to the Planning Act, Municipal Act and other Statutes

None

8. Question and Answer Period

None

9. Presentations / Delegations

a) Linda St. Cyr, Chuck Durrant, Amanda Mongeon - Bicycle Friendly Committee

Re: Temiskaming Shores – Great Place to Walk and Cycle

Linda St. Cyr, Chuck Durrant and Amanda Mongeon on behalf of the Bicycle Friendly Communities Committee (BFCC) had a presentation using a slide deck entitled "Making Temiskaming Shores a Great Place to Walk and Cycle".

The key messages are that the STATO Trail is good everyone, if we support active travel, we support the entire community – people of all ages and abilities rather than only those that can afford it. When active travel is supported we are promoting healthier living and protection to the environment.

In a province wide 2014 survey there was a demand for specific places to ride, participation would be higher if there was more infrastructure.

The BFCC has been active since 2015 and includes community members, Councillor Foley and Mayor Kidd with support from the Director of Recreation. The BFCC's five (5) year vision is to be a great place to cycle; have a culture of outdoor activity and recreation; programs to educate the importance of safely sharing the road and a place where children regularly walk or bike to school with cycling being a communing activity for all ages and abilities. The City has achieved a Bronze designation as a Bicycle Friendly Community and is a great motivator to do more.

The BFCC has also looked at ways to build ribs to the backbone which is STATO by considering where people currently ride their bikes and where they would if they felt safer. Maps have been development following two events, one at the New Liskeard Public School and one at Lifestyles event illustrating where people like to ride.

The BFCC would like Council/City to consider three starter projects that could be considered in 2019 and allow the BFCC to work with City Departments to develop a more specific plan. The first project would be access across the Wabi River Bridge with routes to the New Liskeard Public School (i.e. sharrows on the outside lanes – north & south) as well as painted lines to allow access to NLPS and TDSS; secondly an extension of STATO along Lakeshore from Beach Blvd. to Whitewood (painted bike lane) and thirdly along Rorke Avenue linking Farr Park, Ecole Ste. Croix with the Haileybury beach. The Health Unit in partnership with Road Safety Coalition and the City has developed public education pamphlets for safe walking and are hoping a similar coalition could provide education with respect to safe bicycling.

Mayor Kidd thanked the group for their presentation.

Resolution No. 2019-195

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that Council acknowledges the presentation from Linda St. Cyr, Chuck Durrant and Amanda Mongeon in regards to the *"Making Temiskaming Shores a great place to Walk and Cycle"*.

Carried

10. Communications

- a) Glenn and Paule Corneil – AC15 Hockey Tournament

Re: Thank You - Dressing Room Conversion to Room No. 15

Reference: Received for Information

- b) AMO Communications

Re: Rural and Northern Infrastructure Projects Intake Announcements

Reference: Received for Information

- c) Kinga Surma, Parliamentary Assistant – Ministry of Transportation

Re: ROMA Delegation – Temiskaming Shores Transportation Issues

Reference: Received for Information

Resolution No. 2019-196

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

Be it resolved that City Council agrees to deal with Communication Items 10. a) and 10. c) according to the Agenda references.

Carried

11. Committees of Council – Community and Regional

None

12. Committees of Council – Internal Departments

None

13. Reports by Members of Council

Councillor McArthur provided a report on the following:

- Transit: There was an accident on Saturday night (March 16) with one of the transit buses in Cobalt. There was minimal damage, no injuries and the bus was back in service on Sunday.

14. Notice of Motions

None

15. New Business

a) Memo No. 006-2019-RS – Splash Pad Project - Funding Applications

Resolution No. 2019-197

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 006-2019-RS; and

That Council authorizes staff to submit, on behalf of the Rotary Club Temiskaming Shores and Area, funding applications to the Temiskaming Foundation Community Fund and For Kid's Sake Fund; Hydro One PowerPlay; Canada Post Community Foundation; Union Gas Community Connections and TransCanada Build Strong fund seeking funding assistance for the Splash Pad project.

Carried

b) Administrative Report No. CGP-006-2019 – Annual Building and Statistics Report

Resolution No. 2019-198

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CGP-006-2019, more specifically Appendix 01 – 2018 Annual Report – Building Permit Fees;

Appendix 02 – Building Permit Statistics Report 2014-2018 for information purposes; and

That Council directs staff to post the 2018 Annual Report – Building Permit Fees on the City's website, and to make the report available to persons or organizations in accordance with the Ontario Building Code.

Carried

c) Treasurer's 2018 – Statement of Remuneration

Resolution No. 2019-199

Moved by: Councillor Laferriere

Seconded by: Councillor McArthur

Whereas Section 284 (1) of the Municipal Act, 2001 states that the Treasurer of a municipality shall in each year, on or before March 31, provide to the Council of the municipality an itemized statement of remuneration and expenses paid in the previous year to each member of Council and to each person, other than a member of Council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.

Now therefore be it resolved that Council acknowledges receipt of the 2018 Statement of Remuneration and Expenses as submitted by the Treasurer.

Carried

Note: There was an error in the statement wherein which under District of Timiskaming Social Services Administration Board (DTSSAB) remuneration total of \$5,814.28 is be allocated to Councillor Jelly and the total of \$2,922.80 is to be allocated to Councillor Hewitt.

d) Memo No. 005-2019-CS – Request for Sponsorship – District of Timiskaming Emergency Medical Services (DTEMS)

Resolution No. 2019-200

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Whereas the District of Timiskaming Emergency Medical Services (DTEMS) has applied for funding to the Frog's Breath Foundation to assist with the purchase of a Remote Access Response Vehicle; and

Whereas DTEMS requires a registered charitable organization to sponsor their application to the Frog's Breath Foundation and has requested that the City partner on the said application.

Now therefore be it resolved that the Council of the City of Temiskaming Shores hereby agrees to sponsor the District of Timiskaming Emergency Medical Services application to the Frog's Breath Foundation.

Carried

16. By-laws

Resolution No. 2019-201

Moved by: Councillor Laferriere

Seconded by: Councillor Whalen

Be it resolved that:

By-law No. 2019-050 Being a by-law to authorize the Acquisition of Land from Steve Allen being Parts 2 & 3 on Plan 54R-6087

By-law No. 2019-051 Being a by-law to authorize the Disposition of Land to Steve Allen being Parts 4 & 5 on Plan 54R-6087

be hereby introduced and given first and second reading.

Carried

Resolution No. 2019-202

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that

By-law No. 2019-050; and

By-law No. 2019-051.

Be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

Carried

17. Schedule of Council Meetings

a) Regular – Tuesday, April 2, 2019 at 6:00 p.m.

b) Regular – Tuesday, April 16, 2019 at 6:00 p.m.

18. Question and Answer Period

None

19. Closed Session

None

20. Confirming By-law

Resolution No. 2019-203

Moved by: Councillor Laferriere

Seconded by: Councillor Hewitt

Be it resolved that By-law No. 2019-052 being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular meeting held on **March 19, 2019** be hereby introduced and given first and second reading.

Carried

Resolution No. 2019-204

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that By-law No. 2019-052 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

Carried

21. Adjournment

Resolution No. 2019-205

Moved by: Councillor Laferriere

Seconded by: Councillor McArthur

Be it resolved that City Council adjourns at 6:32 p.m.

Carried

Clerk – David B. Treen

Ministry of Infrastructure

Infrastructure Policy Division
777 Bay Street, 4th Floor, Suite 425
Toronto, Ontario M5G 2E5

**Ministry of Agriculture, Food and Rural
Affairs**

Rural Programs Branch
1 Stone Road West, 4th Floor NW
Guelph, Ontario N1G 4Y2



March 14, 2019

Dear CAO/Clerk/Treasurer:

We are writing to provide you with an update on the Ontario Community Infrastructure Fund (OCIF) and new opportunities to access federal and provincial infrastructure funding under the Investing in Canada Infrastructure Program.

Firstly, we are pleased to confirm your municipality's eligibility for the OCIF 2019 Formula-Based Component and provide you with the enclosed Revised Allocation Notice. The notice confirms the previously-proposed 2019 allocation for your community.

We would also like to take this opportunity to remind you of the steps required to close-out your 2018 Formula Funding. A 2018 Annual Financial Overview will be provided to you shortly, along with an Annual Financial Report (AFR) template for you to complete. In the AFR you will be required to confirm details of projects in progress or recently completed, report on any transfers (in or out) for joint projects with other eligible OCIF recipients, indicate the amount of interest earned on formula funds, and confirm any amounts that will be carried forward to 2019. Detailed instructions will be provided when the forms are sent to you.

As your Revised Allocation Notice is being sent out later than normal, the timing of reports as noted in the Contribution Agreement (CA) under Section I2.1 will be revised for this year. The 2018 AFR should be provided by May 31, 2019 and the Project Information Reports required to substantiate the 2019 allocation should be provided by June 30, 2019. Any questions regarding this timing should be sent to OCIF@ontario.ca.

Failure to complete these reporting requirements and any other requirements included in your CA by the noted deadlines could impact your ability to receive formula payments in 2019 and beyond.

As you know, the government is making every effort to restore fiscal balance to the Province. We are using the Province's recent line-by-line review to make all government spending more effective and reduce Ontario's fiscal burden.

Based on this review, the province will be updating the design of OCIF, including the formula and application streams, to make sure funding is targeted to where it is needed most.

In the meantime, proposed formula-based allocations for 2020 and 2021 cannot be confirmed. This means that the previously-proposed allocations for 2020 are subject to change pending the outcome of

the program update. In addition, we are cancelling the top-up application intake that closed in August of 2018 as well as the 2019 top-up application intake.

We thank you for submitting your application to the 2018 OCIF Top-Up intake, and look forward to working with you, and other municipal partners to ensure that the refined OCIF program supports efficiency and value-for-money while helping to address municipal critical infrastructure needs.

As you may know, the Province is launching the Investing in Canada Infrastructure Program (ICIP) in Ontario. ICIP is a ten-year program, which will commit up to \$30 billion in combined federal and provincial funding to support public transit, green infrastructure, community, culture and recreation, and rural and northern infrastructure investments. You can learn more about these opportunities at <http://www.grants.gov.on.ca/GrantsPortal/en>, by clicking on Grant Opportunities. Details on ICIP will be available starting on March 18, 2019 including details on the launch of the first intake of ICIP, the Rural and Northern stream.

Should you have any additional questions, please do not hesitate to contact your OCIF Project Analyst at OCIF@ontario.ca or by calling 1-877-424-1300.

We would like to thank you for submitting your application to the 2018 OCIF Top-Up Component, and look forward to getting in touch with additional information about ICIP.

Sincerely,



Julia Danos
Director, Intergovernmental Policy Branch
Infrastructure Policy Division
Ministry of Infrastructure
416-212-8757
julia.danos@ontario.ca



Carolyn Hamilton
Director, Rural Programs Branch
Economic Development Division
Ministry of Agriculture, Food and Rural Affairs
519-826-3419
carolyn.hamilton@ontario.ca



**Ontario Community Infrastructure Fund (OCIF)
Formula-Based Component**

Revised Allocation Notice

Ministry of Infrastructure
Ministry of Agriculture, Food and Rural Affairs

City of Temiskaming Shores

March 2019

Disponible en français

Ontario Community Infrastructure Fund (OCIF)
Formula-Based Component- Revised Allocation Notice

City of Temiskaming Shores

This revised allocation notice is to inform you of your 2019 Ontario Community Infrastructure Fund formula allocation.

Formula-Based Funding Allocation

Your community's formula-based allocation of funding under the Ontario Community Infrastructure Fund for 2019 is as follows:

2019 formula allocation	\$318,735
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Terms and Conditions

Receipt of formula allocations are conditional upon compliance with all of the terms and conditions of your existing OCIF formula-based funding agreement.

The Province reserves the right to adjust or terminate any allocations contained in this notice, without consent or notice, to account for changes in a municipality's situation, the OCIF program guidelines, or other parameters or administrative procedures.

Payment Schedule

The Province proposes to make payments in accordance with the following schedule:

- Allocations of \$150,000 or less will be provided in one payment*
- Allocations greater than \$150,000 but less than \$1 million will be provided through up to 6 payments; and*
- Allocations greater than \$1 million will be provided through up to 12 payments.*

As 2019 allocations were confirmed in March, payments which would have normally been made in January through to April will be made in May and then will return to the regular payment schedule.

Dave Treen

From: Krystal Oviatt <oviattk@timiskaminghu.com>
Sent: Thursday, March 14, 2019 10:03 PM
To: Dave Treen
Cc: dwalsh@temiskamingshores.xa
Subject: [EXTERNAL] Resolution to Council
Attachments: Resolution to TS Council.doc; image001.jpg; image002.jpg; image003.jpg

Hello David,

Please find attached a resolution to council to support the Timiskaming District Road Safety Coalition's efforts to petition the Ontario Government to reduce the speed on Highway 11 from Hwy 65 to Tobler's Road.

Thank you!

Krystal Oviatt

[THU FB profile picture REVISED.jpg] Krystal Oviatt Public Health Promoter • Injury and Substance Use Prevention
Timiskaming Health Unit | 247 Whitewood Ave., Unit 43, New Liskeard ON P0J 1P0
• 1-705-567-9355 (x 3261) • oviattk@timiskaminghu.com<mailto:oviattk@timiskaminghu.com>

[signature]

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TRI TOWN SKI & SNOWBOARD VILLAGE

Box 1598

New Liskeard, ON P0J 1P0

www.tritownskivillage.ca

info@tritownskivillage.ca



Wednesday March 21st, 2019

Mayor and Council
City of Temiskaming Shores
325 Farr Drive
Haileybury, Ontario
POJ 1K0

RE: FROG'S BREATH FUNDING

Dear Mayor and Council,

The Tri Town Ski and Snowboard Village has applied to the Frog's Breath Foundation. If our application is successful we will be receiving upwards of \$50,000.00 to assist with the purchase of a replacement Snow Groomer.

Although we are incorporated as a not-for-profit organisation, the Tri Town Ski and Snowboard Village is not a registered charitable organization. As such, the Frog's Breath Foundation requests that we obtain a 'sponsorship' from an organisation or Municipality in order to receive any funds.

Therefore, on behalf of the Ski Village, it is respectfully requested that the City of Temiskaming Shores act as sponsor in regards to our application to the Frog's Breath Foundation.

Sincerely,

Mark Howey
Tri Town Ski and Snowboard Village President



**Centre de santé
communautaire
du Témiskaming**

○ **SIÈGE SOCIAL**

20, rue May Sud, C. P. 38
New Liskeard (Ontario) P0J 1P0
☎ 705 647-5775
☎ 705 647-6011 administratif
☎ 705 647-5941 services de santé
Sans frais : 1 800 835-CSCT
www.csctim.on.ca

POINTS DE SERVICE

○ **Earlton**

1, 9e rue, C. P. 1
Earlton (Ontario) P0J 1E0
☎ 705 563-8110 ☎ 705 563-8130

○ **Kirkland Lake**

22, rue Water, C. P. 40
Kirkland Lake (Ontario) P2N 3M6
☎ 705 567-1414 ☎ 705 567-1422

○ **Larder Lake**

1, 15 Godfrey, C. P. 149
Larder Lake (Ontario) P0K 1L0
☎ 705 643-2442 ☎ 705 643-2162

○ **Virginiatown**

61, rue Connell, C. P. 159
Virginiatown (Ontario) P0K 1X0
☎ 705 634-2223 ☎ 705 634-2180

SERVICES DE GARDERIE

○ **Garderie Richelieu**

340, rue Hesse, C. P. 38
New Liskeard (Ontario) P0J 1P0
☎ 705 647-1443 ☎ 705 647-4812

○ **Rayon de soleil**

École catholique St-Michel
☎ 705 647-4633

○ **Arc-en-ciel**

École catholique Ste-Croix
☎ 705 672-2553

○ **Les petites étoiles**

École catholique St-Louis
☎ 705 634-2236

*Vaut mieux prévenir
que guérir...*



Les centres de santé
communautaire en Ontario

March 6, 2019



City of Temiskaming Shores
Mr. Carman Kidd, Mayor
P.O. Box 2050, 451 Meridian Avenue
Haileybury ON POK 1K0

Subject: Invitation for attendance as guest of honour

Dear Sir,

We would like to invite you as our guest of honour for the 15th edition of our lunch hour walk on Thursday, May 9th. Again this year we are holding the walk in each community where the Centre de santé communautaire du Témiskaming (CSCT) is physically located.

The goal of the event is to encourage people to come and walk for the health of it.

We would ask you provide a few words for our participants prior to the walk. A member of our board will act as master of ceremonies. We are hoping you will join us for the walk and a light lunch to be served afterwards.

This is the itinerary for the event :

12:00 p.m. :	rendez-vous at the Centre de santé communautaire du Témiskaming
12:10 :	welcome and address by guest of honour
12:20-12:50 :	walk
12:50 :	return, word of thanks
12:50 -1:30 :	light lunch at Riverside place

Please extend the invitation to members of council and municipal staff. If you have any questions or if you would like to discuss our request in greater details, please feel free to contact me.

Cordially,

Jocelyne Maxwell
Executive Director

INSPECTION

Inspection of Approved 2019-2020 Annual Work Schedule Timiskaming Forest

The Kirkland Lake and Timmins District Offices of the Ontario Ministry of Natural Resources and Forestry (MNRF) has reviewed and approved the April 1, 2019 - March 31, 2020 Annual Work Schedule (AWS) for the Timiskaming Forest.

Availability

The AWS will be available for public inspection at the Timiskaming Forest Alliance Inc. office, by appointment during normal business hours and on the Ontario government website at www.ontario.ca/forestplans beginning April 1, 2019 and for the one-year duration of the AWS.

Scheduled Forest Management Operations

The AWS describes forest operations such as road construction, maintenance and decommissioning, forestry aggregate pits, harvest, site preparation, tree planting and tending that are scheduled to occur during the year.

Tree Planting and Fuelwood

Timiskaming Forest Alliance Inc. is responsible for tree planting on the Timiskaming Forest. Please contact Treeline Reforestation at www.treeline.on.ca for information regarding tree planting job opportunities.

For information on the locations and licence requirements for obtaining fuelwood for personal use, please contact the MNRF Kirkland Lake or Timmins Offices. For commercial fuelwood opportunities, please contact Timiskaming Forest Alliance Inc.

More Information

For more information on the AWS or to arrange an appointment with MNRF staff to discuss the AWS or to request an AWS operations summary map, please contact:

MNRF Kirkland Lake District Office Laurie Nuhn, R.P.F.

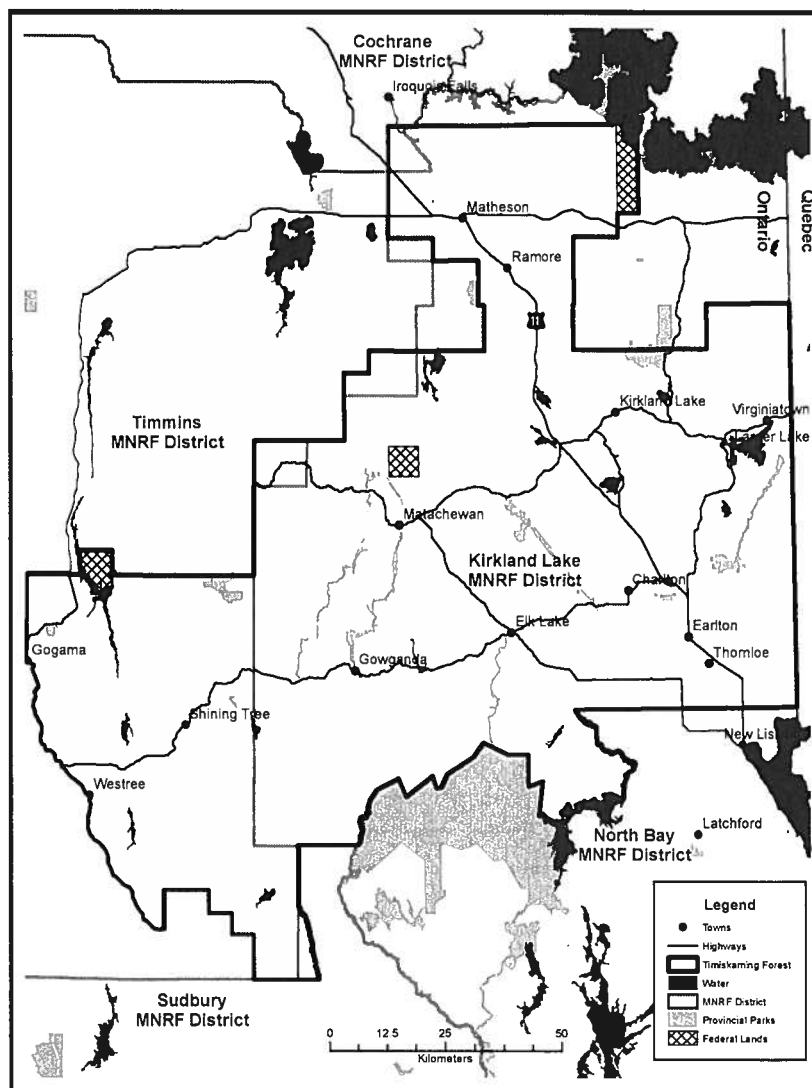
145 Government Road West
Kirkland Lake, ON P2N 3K4
tel: 705-568-3242
office hours: - 8:30 a.m. - 4:30 p.m.

MNRF Timmins District Office Gail Ballak, R.P.F.

Ontario Government Complex, F-Wing
5520 Highway 101 East, PO Bag 3090
South Porcupine, ON P0N 1H0
tel: 705-568-1320
office hours: 8:30 a.m. - 4:30 p.m.

Timiskaming Forest Alliance Inc. Aaron Palmer, R.P.F.

c/o First Resource Management
Group Inc.
22 Paget Street North, PO Box 850
New Liskeard, ON P0J 1P0
tel: 705-680-0033, ext. 0243
office hours: 8:30 a.m. - 4:30 p.m.



From: Tony Rachwalski <trachwalski@clts.ca>

Sent: Tuesday, March 26, 2019 1:50 PM

To: James Franks <jfranks@temiskamingshores.ca>; Suzanne Fournier <sfournier@clts.ca>

Cc: Andrea Steis <asteis@clts.ca>; Angela Peters-Carlson <apeters@clts.ca>

Subject: [EXTERNAL] Community Living Month Ontario

Hi James,

As per our conversation I would like to ask Temiskaming Shores council to help celebrate Community Living month with our agency and have our flag at our municipal office for the month of May. Below I have attached a couple of links of agencies across the province that do this annually with their municipalities as per our discussion. I have also added my Manager Suzanne Fournier to this email as she will be the contact for this should you have any questions, and if approved we have our flag at the office

Thanks again

Tony Rachwalski,
Executive Director

trachwalski@clts.ca

Community Living Temiskaming South/Intégration Communautaire Témiskaming Sud

Box 1149/CP 1149 Haileybury, ON P0J1K0

705-672-2000 ext 29

705-672-2722





P.O. Box 1033 Haileybury, Ontario P0J 1K0

March 20, 2019

City Of Temiskaming Shores
Dave Treen, Clerk
Haileybury, Ont. P0J 1K0

Dear Dave,

The Haileybury Golf Club would like to request the city's support of our application for funding with the Frog's Breath Foundation. We are in the process of fundraising to replace an aging rough mower. This mower is a critical piece of equipment that allows us to provide a positive golf experience for our members and guests. One of the requirements is to provide a charitable receipt and the HGC is requesting the city's support for this receipt.

Please feel free to call me if you have any questions. Thanks for your past support of the HGC.

Regards,

Rose West

President

Friday March 29,2019

Mayor and Council
City of Temiskaming Shores
325 Farr Avenue
Haileybury, Ontario
P0J 1K0

RE: Frogs Breath Funding

Dear Mayor and Council,

Re: Application for Funding to Frog's Breath Foundation

The New Liskeard Figure Skating Club has applied to the Frogs Breath Foundation for a grant.

If our application is accepted, we would receive hopefully \$8,000 to upgrade the New Liskeard Skating Clubs sound system which would bring it into the new age for wireless and internet for use anywhere in the arena instead of just in our Sound Booth. A benefit to all organizations.

Although we are incorporated as a not for profit organization, The New Liskeard Skating Club is not a registered charitable organization. As such, the Frog's Breath Foundation requests that we obtain a "sponsorship" from an organization or Municipality in order to receive any funds.

Therefore, on behalf of the New Liskeard Figure Skating Club, we respectfully request that the City of Temiskaming Shores act as Sponsor in regards to our application to the Frog's Breath Foundation.

Sincerely,

Sharron

Sharron Graydon
President
New Liskeard Figure Skating Club
705-647-8005(H), 647-2468(C)
sharrongraydon@gmail.com

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, February 20, 2019

7:00 p.m. at the Haileybury Branch

1. Call to Order

Meeting called to order by Board Chair Donald Bisson at 7:00 p.m.

2. Roll Call

Present: Donald Bisson, Danny Whalen, Jeff Laferriere, Brenda Morissette, Claire Hendrikx, Jessica Cooper, Brigid Wilkinson, and CEO/Head Librarian Rebecca Hunt.

Regrets: Anna Turner, Jamie Lindsay

Members of the Public: 0

3. Adoption of the Agenda

Moved by: Jeff Laferriere

Seconded by: Brigid Wilkinson

Be it resolved that the Temiskaming Shores Public Library Board accepts the agenda as amended.

Carried.

Addition: New Business b. Report LIB-002-2019 TTF Grant Application

4. Adoption of the Minutes

Moved by: Claire Hendrikx

Seconded by: Brenda Morissette

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, January 23, 2019, as amended.

Carried.

5. Business arising from Minutes

- a. Donald Bisson inquired about the website transition. The CEO updated the Board.

6. Correspondence:

- a. None.

7. Secretary–Treasurer’s Report

Report and monthly financial statement included in the trustees’ information packet

Library CEO’s Report

February 14, 2019

Buildings and Equipment:

Fire safety checks were conducted in the library buildings.

Business:

Bridge program to assess technology in the library: They have made some changes to the Bridge program so that they will not be collecting data beyond September for this phase of the program. They have also indicated that we must implement the program in

the first quarter of 2019 in order to stay in the program. I have finished uploading all of the data into the toolkit for our technology programming and internet connection and we have posted the survey on the Facebook page. We will also start conducting the survey with gadget helper attendees and people we see accessing technology services such as wifi in the library, and I will ask to have the survey implemented with the Digital Creator patrons as well. So far we have had 7 responses to the survey and we need a minimum of 20 to stay in the program. I am fairly confident we can meet that goal through the gadget helper program. Because we are one of only two Northern Ontario libraries who have committed to the program I believe it is important that we try to implement the toolkit and stay in the program, however when we were asked to participate I did not understand how lengthy the survey was. I do feel that the length of the survey may be a barrier to those filling it out.

Conseil des arts Temiskaming Arts Council (CATAC): CATAC received funding to help with a Strategic Planning process. We will be discussing the process at the next meeting on February 19, 2019.

E-resources: I am working on getting links to the new e-resources up on the website. Because usage of the Gale products was low the past few years I decided to drop those subscriptions and try out some of the EBSCO products. I subscribed to AutoMate (car repair), Hobbies and Crafts reference centre, and three research databases: Canadian Reference Centre, MasterFile Premier (periodicals) and Primary Search for elementary students. I am working with their IT support team to get direct links for the databases and will put them on the website when I receive them.

Federation of Ontario Public Libraries board: I attended the meeting at the OLA conference in Toronto on January 31 in person. The next meeting will be on Friday, March 22. I plan on attending via teleconference.

OLA Conference: Thank you for the opportunity to attend OLA. The sessions were informative and thought provoking, as always. Our library did not win the Ministry's award but the award went to a deserving project by Arnprior Public Library in which they used music to help dementia patients. The presentation on the Valuing Northern Libraries project went very well and generated quite a bit of interest.

Website: The move to the new server with GoDaddy/Wordpress will be completed by February 20, 2019. I have already made the change to our web address, so users should be seeing the new website when they access www.temisklibrary.com. We still have some work to do on the site and OLS North has not yet given us editing rights so things may look a bit choppy for a bit. It is really time consuming to send OLS North changes to the website because it usually requires many follow up sessions with the IT Support staff at OLS North to get the changes and additions to look the way we want. Because of this, the information may be a bit outdated on the website until we get editing rights, which I am pushing.

Programming:

Visits to the Extendicare, Lodge and Manor nursing homes to exchange books

Ongoing on Fridays and Saturdays by staff members and volunteers.

Life Skills visits at the New Liskeard Branch

The Life Skills group visits have started up again this winter.

Outreach to class at NLPS

A staff member provides a program to a class at NLPS every second Wednesday upon their request.

Gadget Helper at both branches of the library

The Gadget Helper program started up again in January.

Digital Creator

Programs are on Saturdays for teens and tweens.

Curl up with a Good Book and the TSPL 2019 Reading Challenge

Both of these programs started in early January

Family Storytime Fun at the New Liskeard Branch

Every second Saturday starting Saturday, January 12 at the New Liskeard Branch.

Families will enjoy a story, board games and playtime for the entire family at the library.

Blind Date with a Book

This annual program runs through the month of February.

Finances and Statistics

The Board reviewed the financial and statistical reports as provided by the CEO.

Motion #2019-05

Moved by: Danny Whalen

Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board accepts the February Secretary-Treasurer's report, Workplace Inspection report and Financial report.

Carried.

8. Committee Reports

- a. Finance and Property Committee:** Minutes of the January 25, 2019 meeting.
- b. Planning, Personnel, Policy and Publicity Committee.** Nothing to report.
- c. Library Services Committee.** Meeting scheduled for Friday, March 1 at noon at the New Liskeard Branch Library.
- d. Strategic Planning Committee:** Meeting to be scheduled

9. New Business

- a. Review Draft 2 of the 2019 Budget.** The Board reviewed the 2019 Budget.
- b. Report LIB-002: TTF Grant Application.** Claire Hendrikx declared conflict and removed herself from the discussion. The Board reviewed the report.

Motion #2019-06

Moved by: Brigid Wilkinson

Seconded by: Jessica Cooper

Be it resolved that the Temiskaming Shores Public Library Board applies to The Temiskaming Foundation's Community Grants Fund program to be used to purchase a 3-D printer to be located in the Digital Creator room at the New Liskeard branch of the library.

Carried.

10. Plan, Policy review and By-law review

a. Review Policy

i. Intellectual Freedom Policy.

Motion #2019-07

Moved by: Claire Hendrikx

Seconded by: Jessica Cooper

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's policies: Intellectual Freedom policy as reviewed by the Board.

Carried.

11. Adjournment

Adjournment by Jeff Laferriere at 7:55 p.m.

Chair – Donald Bisson



TEMISKAMING SHORES POLICE SERVICES BOARD

MARCH 25, 2019 AT 1:00 P.M.

CITY HALL COUNCIL CHAMBERS – 325 FARR DRIVE

MINUTES

1. CALL TO ORDER

The meeting was called to order by Board Chair Doug Jelly at 1:03 p.m.

2. ROLL CALL

PRESENT: Board Chair Doug Jelly
Board Members Monique Chartrand, Ruth Shepherdson, Danny Whalen and Tyler Twarowski

ALSO

PRESENT: Inspector Joel Breault, O.P.P. – A/Detachment Commander
Christopher W. Oslund, Board Secretary

REGRETS: None

MEMBERS OF THE PUBLIC PRESENT: None

3. OATH OF OFFICE

Monique Chartrand was sworn-in as Council's Community Appointee to the Temiskaming Shores Police Services Board for the 2019-2022 Term of Council.

4. ADDENDUM / ANNOUNCEMENTS

None

5. APPROVAL OF AGENDA

Resolution No. 2019-11

Moved by: Danny Whalen
Seconded by: Monique Chartrand

Be it resolved that the Temiskaming Shores Police Services Board approves the agenda as printed.

CARRIED

6. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

Chair Doug Jelly declared a Conflict of Interest on Item 13 a) – *Closed Session - Statement of Claims against the Temiskaming Police Services Board* as he was Chief of Police (Commanding Officer) at the time of incident reference in the Statement of Claim (June 18, 2007).

7. PRESENTATIONS/DELEGATIONS

None

8. APPROVAL OF MINUTES

Resolution No. 2019-12

Moved by: Ruth Shepherdson
Seconded by: Tyler Twarowski

Be it resolved that the Minutes of the Temiskaming Shores Police Services Board meeting held on January 21, 2019 be approved as printed.

CARRIED

9. COMMUNICATIONS

a) Sylvia Jones, Minister of Community Safety & Correctional Services

Re: Community Safety and Well-being Plans - Webinars

Reference: Received for information.

Resolution No. 2019-13

Moved by: Monique Chartrand
Seconded by: Tyler Twarowski

Be it resolved that the Police Services Board agrees to deal with Communication item 9 a) according to the agenda reference.

CARRIED

10. OPP BUSINESS

a) OPP Temiskaming Detachment Report – January/February, 2019

Resolution No. 2019-14

Moved by: Danny Whalen

Seconded by: Tyler Twarowski

Be it resolved that the Temiskaming Shores Police Services Board acknowledges receipt of the January/February 2019 OPP Temiskaming Detachment Report.

CARRIED

11. NEW BUSINESS

a) OAPSB Board of Directors Update – Doug Jelly

The Board Chair provided a verbal update on the Ontario Association of Police Services Board and Zone 1A.

b) 2019 Police Services Budget Estimates

The Board Secretary reviewed Draft # 2 of the Police Services Board Budget totalling \$2,206,425 a decrease of \$165,800 from Draft #1 and an overall increase of \$22,436 over the 2018 Budget estimates.

Draft # 2 Highlights:

- Court Security & Prisoner Transportation Grant: The Ministry of Community Safety and Correctional Services provided notification on March 12, 2019 that the City's 2019 Grant Allocation is \$161,571 – an increase of \$10,904 over last year
- Board Travel/Training: The Board Secretary revised the Board's Training Plan based on the anticipated attendance at conferences, etc. This resulted in a decrease of \$4,230

Resolution No. 2019-15

Moved by: Tyler Twarowski
Seconded by: Ruth Shepherdson

Be it resolved that the Temiskaming Shores Police Services Board hereby approves the 2019 Police Services Budget estimates in the amount of \$2,206,425 and directs the Board Secretary to provide the estimates to Council for their consideration and approval.

CARRIED

c) **OAPSB Annual Meeting and Spring Conference – May 22-25, 2019 in Windsor, Ontario**

Resolution No. 2019-16

Moved by: Tyler Twarowski
Seconded by: Monique Chartrand

Be it resolved that the Temiskaming Shores Police Services Board approves the attendance of Board Chair Doug Jelly, Board Member Ruth Shepherdson and Board Secretary Chris Oslund to the Ontario Association of Police Services Boards (OAPSB) Annual General Meeting and Spring Conference to be held in Windsor, Ontario on May 22-25, 2019; and

Further that the expenses for attending the said meeting be paid in accordance with the Board's Expense Policy.

CARRIED

12. BY-LAWS

None

13. CLOSED SESSION

Resolution No. 2019-17

Moved by: Tyler Twarowski
Seconded by: Ruth Shepherdson

Be it resolved that the Temiskaming Shores Police Services Board agrees to convene in Closed Session at 1:52 p.m. in accordance with Section 35 (4) (b) to discuss the following matter: Statement of Claims served upon the Temiskaming Shores Police Services Board.

CARRIED

Resolution No. 2019-18

Moved by: Tyler Twarowski
Seconded by: Monique Chartrand

Be it resolved that the Temiskaming Shores Police Services Board agrees to rise from Closed Session at 2:07 p.m. without report.

CARRIED

14. SCHEDULE OF MEETINGS

- a) Regular Police Services Board meeting – May 13, 2019 at 1:00 p.m. – Council Chambers, City Hall – 325 Farr Drive

15. ADJOURNMENT

Resolution No. 2019-19

Moved by: Tyler Twarowski
Seconded by: Ruth Shepherdson

Be it resolved that the Regular Meeting of the Temiskaming Shores Police Services Board be hereby adjourned at 2:08 p.m.

CARRIED

CHAIR

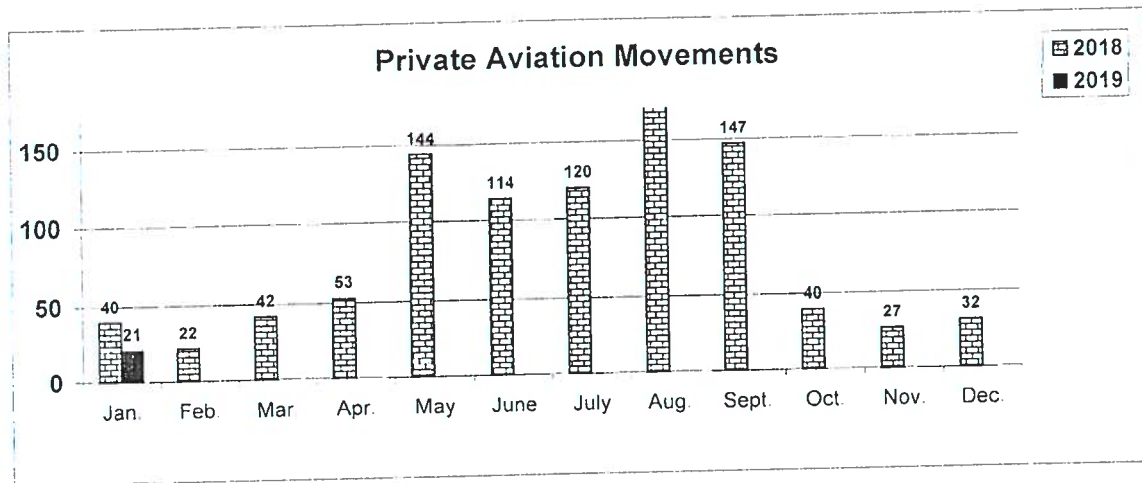
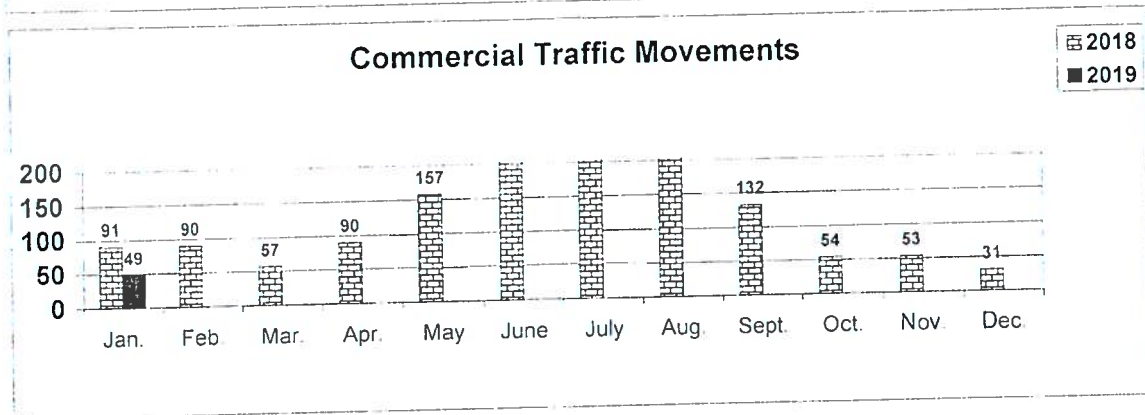
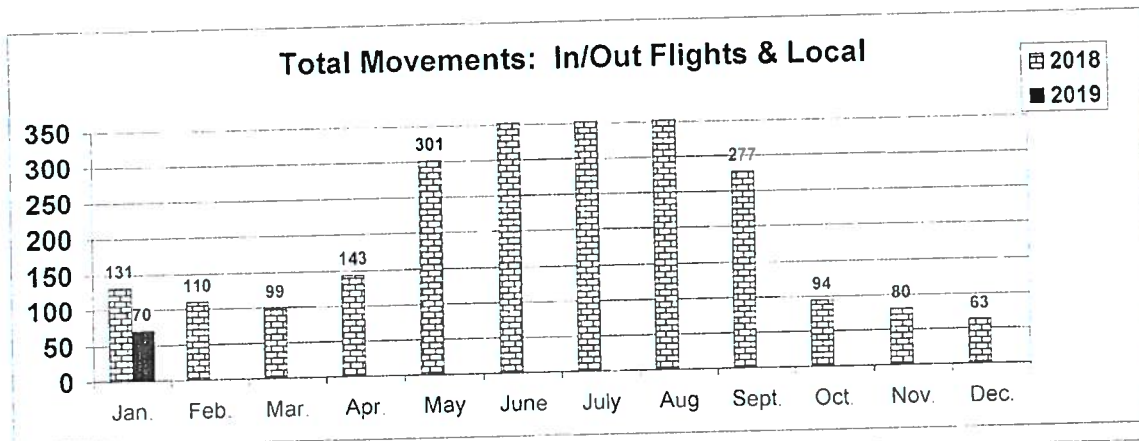
SECRETARY

EARLTON-TIMISKAMING REGIONAL AIRPORT JANUARY 2019

<u>REVENUE</u>	<u>ACTUAL</u>	<u>YTD</u>
Fuel	\$11,492	\$11,492
Operations	\$7,211	\$7,211
	<hr/>	<hr/>
	\$18,703	\$18,703
 <u>EXPENSES</u>		
Fuel	\$0	\$0
Operations	\$35,443	\$35,443
Capital Expenses		
	<hr/>	<hr/>
	\$35,443	\$35,443
 <u>NET PROFIT/LOSS</u>		
Fuel	\$11,492	\$11,492
Operations	-\$28,232	-\$28,232
Capital Expenses		
	<hr/>	<hr/>
	-\$16,740	
 <u>FUEL INVENTORY - JET A1</u>	\$	7,615
<u>FUEL INVENTORY - AVGAS</u>	\$	5,693
<u>FUEL INVENTORY - DIESEL</u>	\$	1,204

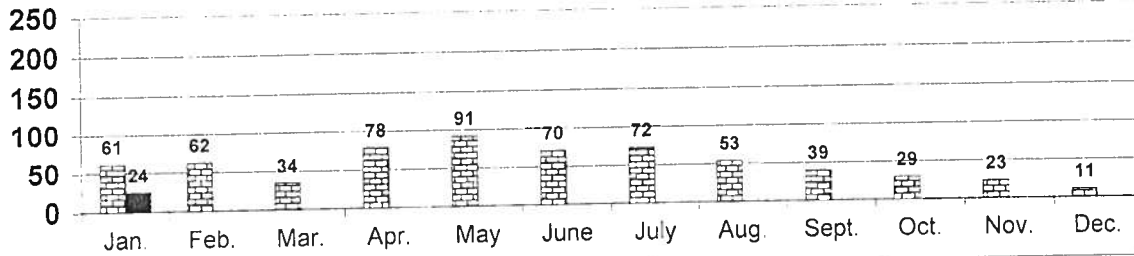
ANNUAL AIRCRAFT MOVEMENTS

AS OF JANUARY 31, 2019



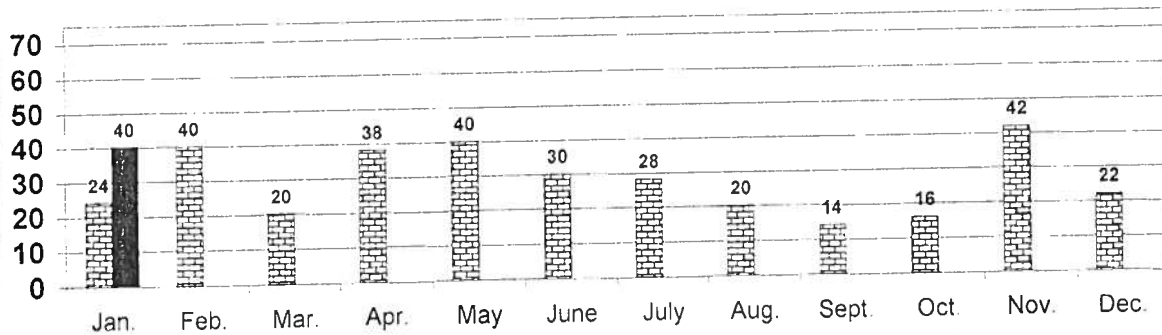
Air Carriers Movements

2018
2019



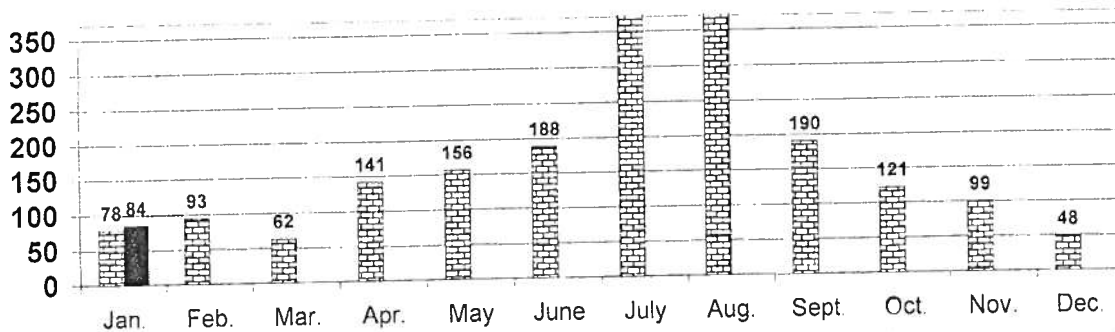
Air Ambulance Movements

2018
2019



Pgrs. via Air Charter

2018
2019



MANAGER'S REPORT JANUARY 2019

TEMSAR:

Our TEMSAR (Temiskaming Search and Rescue) group conducted an exercise in our area on 22 January. The Hercules and crew stopped at our Airport to retrieve their parachutists, grab some pizza for lunch, and upload 4455 litres of Jet A1 fuel. Time limited the amount of fuel they took. Our Jet pump has an electric motor, so has a constant RPM. The military use mobile fuellers which can adjust the RPM on the PTO with engine speed to increase the fuel flow. We run at 50 PSI, and the military can boost up to 65 PSI.

MAINTENANCE:

We needed to hire outside help to address problems with our snow removal equipment. Due to the snowfall amounts, and frequency, our equipment has been putting in a lot of hours. This extra use caused certain issues to arise. Some very skilled local mechanics came in and made some timely and necessary repairs to get us back on track. Although our equipment is old in calendar time, it has never been exposed to corrosive products that are used on highways because they are not permitted for use at Airports. Our machines will continue to serve their purposes for a long time to come with a little tender loving care.

Harold Cameron
Earlton-Timiskaming Regional Airport Manager

Community Contribution Summary
2019 Sharing Contribution
Per Capita Contribution - \$9.33

<u>Community</u>	<u>Population</u>	<u>Contribution</u>	<u>Paid</u>
Armstrong	1166	\$10,879	
Casey	368	\$3,433	
Chamberlain	332	\$3,098	
Charlton and Dack	686	\$6,400	
Coleman	595	\$5,551	
Englehart	1479	\$13,799	
Evanturel	449	\$4,189	
Harley	551	\$5,141	
Hilliard	223	\$2,081	
Hudson	503	\$4,693	
Temiskaming Shores	9920	\$92,554	
Thornloe	112	\$1,045	
Total Contributions	16384	\$152,863	\$0.00

Donation

Kerns	358	\$3,340	
Total Contributions		\$156,203	\$0

As of February 12, 2019

**EARLTON-TIMISKAMING REGIONAL
AIRPORT AUTHORITY (ETRAA)
MINUTES**

Thursday, January 24, 2019
Corporation of the Township of Armstrong
Council Chambers
Earlton, Ontario

Attendance: Barbara Beachey, Doug Metson, Earl Read, Carman Kidd, Marc Robillard, Bryan McNair, Debbie Veerman, Pauline Archambault, Morgan Carson, Kevin Leveille, Kerry Stewart, Harold Cameron, Sheila Randell, Mitch Lafreniere (Coleman) & Matt Golcic (Armstrong)

1. Welcome - Meeting called to order

Moved by: Earl Read

Seconded by: Doug Metson

BE IT RESOLVED THAT "the meeting of January 24, 2019 be called to order at 6:30 p.m. "

Carried

2. Approval of Agenda

Moved by: Doug Metson

Seconded by: Barbara Beachey

BE IT RESOLVED THAT "the Agenda be approved as presented."

Carried

3. Approval of Minutes of Last Meeting

Moved by : Doug Metson

Seconded by : Bryan McNair

BE IT RESOLVED THAT "the Minutes of the Meeting held November 15, 2018. be adopted as presented."

Carried

4. Business Arising from Minutes

None

Carried

5. Committee Reports

(a) Financial Report:

Moved by: Doug Metson

Seconded by: Earl Read

BE IT RESOLVED THAT "the report of the Finance Committee for the month of December 2018 be adopted as presented and be attached hereto, forming part of these Minutes."

Carried

(b) Property & Maintenance
No Report

(c) Human Resources
No Report

6. Correspondence

Moved by : Earl Read
Seconded by : Doug Metson
BE IT RESOLVED THAT "the Correspondence for December 2018, be filed."

Carried

7. Manager's Report

Moved by : Earl Read
Seconded by : Barbara Beachey
BE IT RESOLVED THAT "the Manager's Report for the month of December 2018 be adopted as presented, and attached hereto forming part of these Minutes."

Carried

8. Chairman's Remarks/Report

- Carman advised that he contacted our lawyer and she advised that our current directors stay in effect until our AGM in March
- Cardlock is set up and working well
- Carman has been in contact with a few different people to request that the Snowtravellers trail be moved across the road from the Airport

Moved by : Barbara Beachey
Seconded by : Earl Read
BE IT RESOLVED THAT "the Chairman's Remarks/Report be adopted as presented, and attached hereto forming part of these minutes."

9. Any New Business

- New generator being installed and during set-up, realized a transfer switch was required.
Moved by : Doug Metson
Seconded by: Bryan McNair
BE IT RESOLVED THAT "the ETAA purchase a new transfer switch for the generator at an estimated \$5,000., from Val's Equipment Service".

Carried

- Kevin Leveille provided different VISA card options. It was agreed by the Board to apply for the Scotia for Business VISA card.
- Kevin also handed out a list of expenses from TRACC, however it was agreed that the Board needs to see cancelled cheques proving payment, or a statement from the supplier showing that the amount is still owing.

- TRACC submitted a letter requesting the use of the Airport in 2019 for their drag races.
 - Carman provided "Information for new members regarding the TRACC drag race issue and possible risks to the ETRAA", in the form of a handout.
- After much discussion and questions regarding TRACC using the Airport in 2019; a vote was taken;

Voting to allow TRACC to use the Airport - Kevin Leveille;

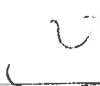
Voting against allowing TRACC to use the Airport - Kerry Stewart, Marc Robillard, Debbie Veerman, Morgan Carson, Pauline Archambault, Earl Read, Barbara Beachey, Bryan McNair, Doug Metson and Carman Kidd.

Carried

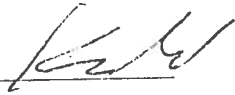
12. Closed Session
None

13. Adjournment
Moved by : Doug Metson
Seconded by: : Barbara Beachey
BE IT RESOLVED THAT "this meeting be adjourned at 7:55 p.m."

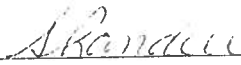
Carried



Chair



Secretary



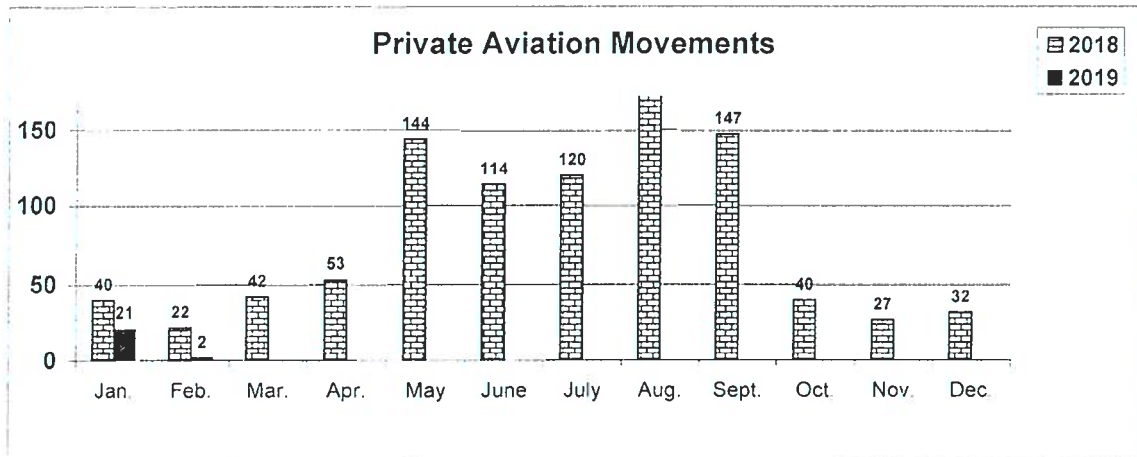
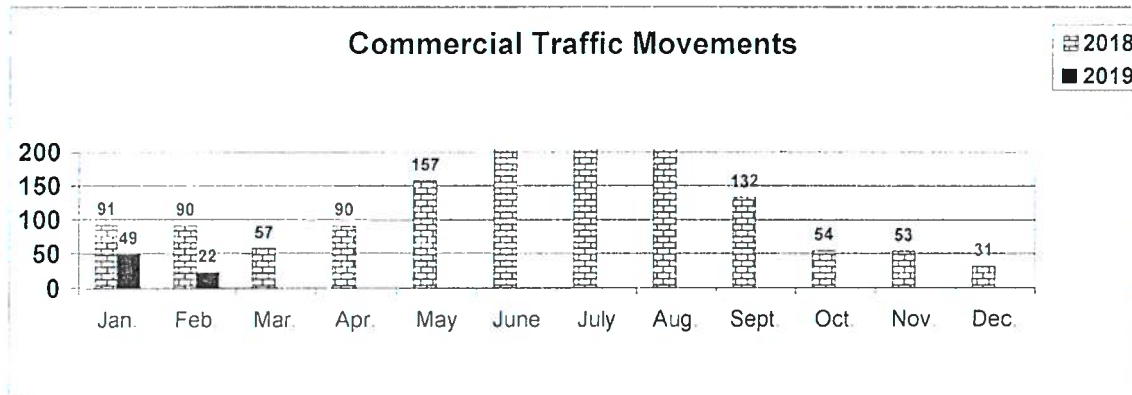
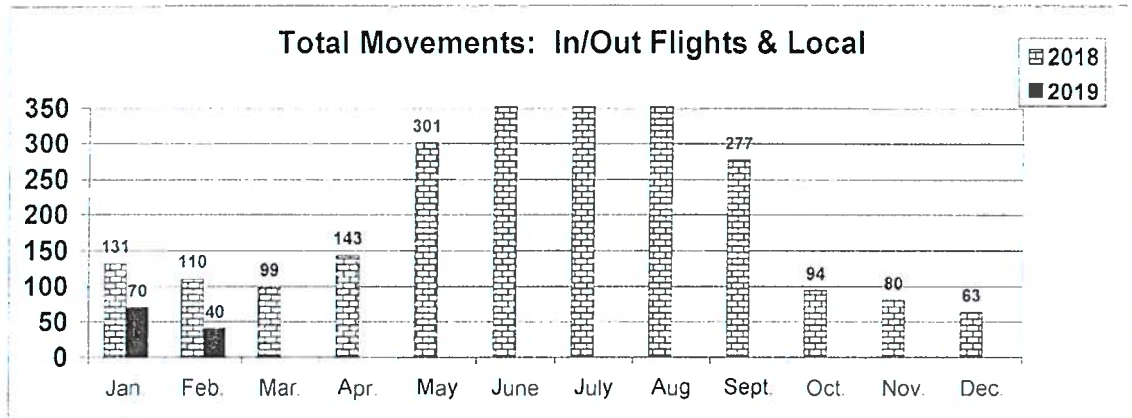
Secretary

EARLTON-TIMISKAMING REGIONAL AIRPORT FEBRUARY 2019

<u>REVENUE</u>	<u>ACTUAL</u>	<u>YTD</u>
Fuel	\$6,228	\$17,719
Operations	\$109,535	\$116,747
	<hr/>	<hr/>
	\$115,763	\$134,466
 <u>EXPENSES</u>		
Fuel	\$13,863	\$13,863
Operations	\$28,791	\$64,233
Capital Expenses	\$263,142	\$271,475
	<hr/>	<hr/>
	\$305,796	\$349,571
 <u>NET PROFIT/LOSS</u>		
Fuel	-\$7,635	\$3,856
Operations	\$80,744	\$52,514
Capital Expenses	-\$263,142	-\$271,475
	<hr/>	<hr/>
	-\$190,033	-\$215,105
 <u>FUEL INVENTORY - JET A1</u>	\$	17,370
<u>FUEL INVENTORY - AVGAS</u>	\$	3,656
<u>FUEL INVENTORY - DIESEL</u>	\$	1,498

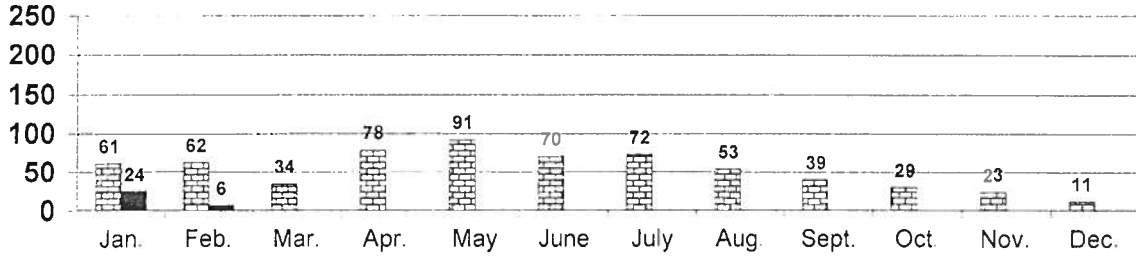
ANNUAL AIRCRAFT MOVEMENTS

AS OF FEBRUARY 28, 2019



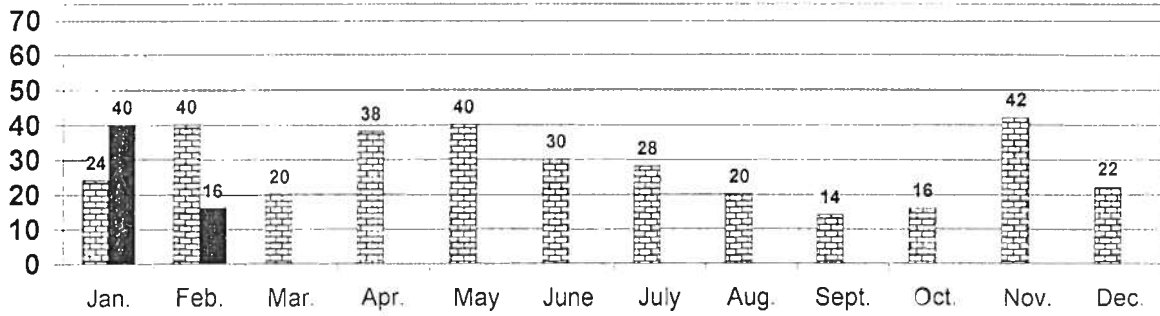
Air Carriers Movements

2018
2019



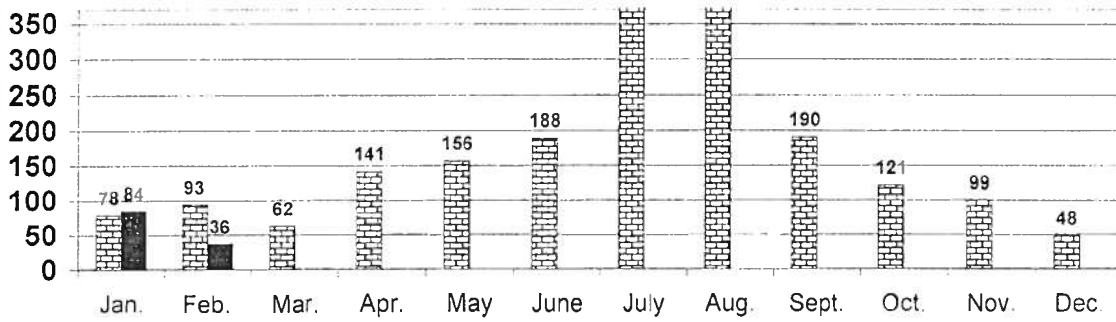
Air Ambulance Movements

2018
2019



Pgrs. via Air Charter

2018
2019



MANAGER'S REPORT FEBRUARY 2019

Weather:

The big story for this February had to be the weather. We encountered very significant weather events, bringing much snow combined with driving winds, which impeded all forms of transportation. In the air element we did not reach our forecast numbers in the budget. The runway conditions for landing safely were maintained, but the atmospheric conditions impeded the capabilities of the aircraft and their crews to complete their missions. This is reflected in the total movements and air ambulance movements for the month.

Toward the end of the month, Georgia Pacific did land their jet and uploaded 2499 litres of Jet A1. Their previous two attempts were cancelled due to forecast weather concerns. As there was no heated hangar space available to overnight, the aircraft and crew spent the evening in North Bay, and their officers were ground transported to the plant in the morning. The jet came up later that same day to pick them up and transport them back Stateside.

Large Plow Truck:

The directional plow on our large tandem truck started leaking fluid from the left hydraulic cylinder that is used to extend and retract the 19 foot blade. The leak became very bad very quickly. The big plow truck was removed from service for about 3 weeks until a replacement cylinder was located and installed. This left us with the single-axle, one direction plow. The little plow did its best, but it took a lot longer to clear manoeuvring surfaces with the heavy snow and amounts that we received.

Standby Generator:

The back-up generator has been installed and brought onto line to provide electrical power to the Airport automatically should the hydro-electric service be interrupted. The inspector has approved the installation. It is a self-contained, stand-alone unit outside of the brick generator building.

Harold Cameron
Earlton-Timiskaming Regional Airport Manager

Community Contribution Summary
2019 Sharing Contribution
Per Capita Contribution - \$9.33

<u>Community</u>	<u>Population</u>	<u>Contribution</u>	<u>Paid</u>
Armstrong	1166	\$10,879	
Casey	368	\$3,433	
Chamberlain	332	\$3,098	
Charlton and Dack	686	\$6,400	
Coleman	595	\$5,551	
Englehart	1479	\$13,799	
Evanturel	449	\$4,189	
Harley	551	\$5,141	
Hilliard	223	\$2,081	
Hudson	503	\$4,693	
Temiskaming Shores	9920	\$92,554	
Thornloe	112	\$1,045	
Total Contributions	16384	\$152,863	\$0.00

Donation

Kerns	358	\$3,340	
Total Contributions		\$156,203	\$0

As of February 12, 2019

**EARLTON-TIMISKAMING REGIONAL
AIRPORT AUTHORITY (ETRAA)
MINUTES**

Thursday, March 7, 2019
Corporation of the Township of Armstrong
Council Chambers
Earlton, Ontario

Attendance: Barbara Beachey, Doug Metson, Carman Kidd, Marc Robillard,
Bryan McNair, Pauline Archambault, Kevin Leveille, Kerry Stewart,
Harold Cameron, Sheila Randell,
Matt Golcic (Armstrong)

Absent : Debbie Veerman, Earl Read, Mitch Lafreniere

Guests : Mark Dell'Erede and Bruno Prazeres of MNP

Welcome - Meeting called to order

Moved by: Barbara Beachey

Seconded by: Bryan McNair

BE IT RESOLVED THAT "the meeting of March 7, 2019 be called
to order at 6:30 p.m. "

Carried

Meeting was called for a financial presentation from MNP .

Moved by : Bryan McNair

Seconded by : Barbara Beachey

WHEREAS "Municipal elections were held in the fall of 2018" and;

WHEREAS "some Municipalities have appointed new representatives to
the ETRAA";

BE IT RESOLVED THAT "the ETRAA accepts the appointment of
Matt Golcic as representative for Armstrong Township".

Carried

Mark Dell'Erede of MNP LLP gave a very informative presentation and
explanation for MSB year end Feb. 28, 2017, and for the year end
Feb. 28, 2018 for the new ETRAA.

Moved by : Barbara Beachey

Seconded by: Doug Metson

WHEREAS " a draft of the Earlton-Timiskaming Regional Airport financial statements
for year ended February 2018 has been presented to the ETRAA for their inspection and
comments, and;

WHEREAS "the Audit is deemed to be accurate and complete;

THEREFORE, BE IT RESOLVED THAT "the Audit Report prepared by MNP LLP dated March 7, 2019, be accepted as presented."

Carried

Moved by : Bryan McNair
Seconded by : Barbara Beachey

BE IT RESOLVED THAT "the ETRAA retain MNP LLP as their financial accountants".

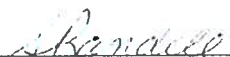
Carried

Moved by : Barbara Beachey
Seconded by : Doug Metson
BE IT RESOLVED THAT "this meeting be adjourned 7:18 p.m.

Carried



Chairman



Secretary

1.0 CALL TO ORDER

The meeting was called to order at 6:30 p.m.

2.0 ROLL CALL

PRESENT:	Mayor Carman Kidd; Councillor Mike McArthur; Chris Oslund, City Manager; Tammie Caldwell, Director of Recreation; Jeff Thompson, Superintendent of Community Programs; Paul Allair, Superintendent of Parks and Facilities; Chuck Durrant, Simone Holzamer, Dan Lavigne, Richard Beauchamp
REGRETS:	Councillor Jesse Foley;

3.0 REVIEW OF REVISIONS OR DELETIONS TO AGENDA

There were no revisions or deletions to the Agenda.

4.0 APPROVAL OF AGENDA

Recommendation RS-2018-004

Moved by: Dan Lavigne

Seconded by: Carman Kidd

Be it recommended that the Recreation Services Committee Agenda for the February 11, 2019 Special Budget meeting be approved as printed.

CARRIED

5.0 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

There was no disclosure of pecuniary interest and general nature

6.0 REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation RS-2018-005

Moved by: Dan Lavigne

Seconded by: Mike McArthur

That the minutes of the Recreation Services Committee of October 15, 2018 be adopted as presented.

CARRIED

Recommendation RS-2018-006

Moved by: Carman Kidd

Seconded by: Mike McArthur

That the minutes of the Recreation Services Committee of November 20, 2018 be adopted as presented.

CARRIED

Recommendation RS-2018-007

Moved by: Dan Lavigne

Seconded by: Mike McArthur

That the minutes of the Recreation Services Committee of January 24, 2019 be adopted as presented.

CARRIED

(9.0 NEW BUSINESS Subsection 1 Appointment of Chair)

Recommendation RS-2018-008

Moved by: Carman Kidd

Seconded by: Dan Lavigne

That the Recreation Services Committee appoints Councillor Mike McArthur as the Chair of the Recreation Services Committee for the term of 2019-2022

CARRIED

7.0 DELEGATIONS / PUBLIC PRESENTATIONS

- i) Temiskaming Shores Baseball Diamond Improvements/Algonquin Beach Park
Nolan Dambrowski, Clint Bearisto, Ian Duval

The Committee received the presentation which included the conceptual layout of the Ball Diamonds, the rationale for the project, a request to have the project considered in the 2020 budget, and a request to consider allowing the project to move forward without financial considerations at this time.

Councillor McArthur thanked the individuals for the presentation.

Recommendation RS-2018-009

Moved by: Simone Holzamer

Seconded by: Carman Kidd

That the Recreation Services Committee receive the presentation for information purposes and will include the project on the Recreation Services Committee meeting of March 11th for further consideration.

CARRIED

ii) **Judie Martin – Revenue Generating Ideas for Municipal Marinas**

Judie Martin presented to the Committee that upon reading about the Non-Resident User Fees that were proposed to be applied at the marinas she along with other boaters had come up with some revenue generating ideas including: a sign sponsorship program, charge day boaters for parking of trailers, provide a kayak/canoe storage rack at both marinas and rent the space, first season slip deals, incentive program for boaters that recruit. Judie requested that the Recreation Committee consider the marinas a tourism destination and not a recreation facility, and introduce the revenue generating ideas rather than the Non-Resident User Fee.

Councillor McArthur thanked Judie Martin for the presentation and indicated the Proposed Fee Schedule would be discussed under Section 9 New Business, subsection VI.

8.0 UNFINISHED BUSINESS

- None

9.0 NEW BUSINESS

i) **Appointment of Committee Chair**

This item was moved up in the agenda to follow Section 6.0 Review and Adoption of Previous Minutes.

ii) **Recreation Committee Terms of Reference**

Copies of the Committee Terms of Reference were distributed and reviewed by the Committee.

iii) Programming Update – Jeff Thompson

The Committee received the presentation for information purposes

iv) Parks and Facilities Update – Paul Allair

The Committee received the presentation for information purposes

v) Director's Update

The Director reviewed the minutes of the Recreation Services Committee of November 20th, 2018 and January 24th, 2019 highlighting the proposed operating changes to improve staff efficiencies and costs and the proposed fee schedule for 2019/2020 to 2020/2021.

It was explained that the Recreation Services Committee had approved the operating changes and proposed fee schedule and recommended it be presented to Council. At the regular meeting of Council of February 11th, 2019 Council considered the Proposed Fee Schedule, received a presentation from Judie Martin in regard to revenue generating ideas for the marinas and a request to re-consider the Non-Resident User Fee for marinas. Mr. _____ from Rouyn also spoke at Council explaining that he spends the summer in Temiskaming Shores in the marina and spends approximately \$4,000 in the area each season and considers himself and other boaters from outside the area tourists.

vi) Recreation Facilities – Proposed Fee Schedule

The Committee reviewed the proposed fee schedule and after discussion directed staff to present the Proposed Fee Schedule as it was originally presented to Council at the regular meeting of February 19th, 2019 for consideration.

Recommendation RS-2018-010

Moved by: Richard Beauchamp

Seconded by: Simone Holzamer

That the Recreation Services Committee approve the Proposed Fee Schedule as presented to Council at the regular meeting of Council of February 11th, 2019;

That the \$200 Non-Resident User Fee for seasonal marina slips be applied and;

That the Recreation Services Committee directs staff to present an Administrative Report to Council at the regular meeting of Council of February 19th, 2019.

CARRIED

vii) 2019 Operating Budget Update

The Director reviewed the proposed 2019 Operating Budget highlighting the two drivers for the increase in the budget over 2018 – an increase to the operating cost of Bucke Park and the continuation of the Age Friendly Coordinator as an All Age Friendly Coordinator.

The Director also listed the proposed operating projects for 2019.

The Committee received the information.

viii) 2019 Capital Budget Update

The 2019 proposed capital budget was presented with an update that the following items be deferred:

- Multi-Use Tractor – a unit from Public Works will be housed at the wondershed for shared use in the spring/summer/fall.
- Floor Machine at the PFC

Discussion took place on the need for the Recreation Master Plan with the Committee agreeing to include the Recreation Master Plan in the 2019 capital program as a two year project with 50% of the cost in 2019 and 50% in 2020. The Committee will discuss further if the project is approved, how it will be carried out.

The City Manager reported on the Building/Maintenance Budget and the impact on Recreational facilities. The Building/Maintenance Committee is recommending that the full accessibility project for the New Liskeard Arena be deferred until funding is available however the east gable end painting and the LED retrofit would be included in the 2019 budget. The second half of the PFC Upgrade Project will include sauna renovations, the pool dectron unit, and the public washroom floor replacement in 2019 with the lobby floor replacement, front desk replacement, and new lights for the squash court being deferred.

The Splash Pad project will be deferred to 2020 as the funding application to the Ontario Trillium Foundation was not approved and the sponsorship and fundraising campaign will be concentrated on in 2019.

ix) Sarah Marsden – Request for Riverside Place

The Committee discussed the request for the rental rate to be waived for a fundraiser for a local family and determined that the non-profit rate would apply and that the municipality is not in a position to assist with insurance for the event.

Recommendation RS-2018-011

Moved by: Chuck Durrant

Seconded by: Carman Kidd

That the Recreation Services Committee approve the Non-profit rental rate to the rental request for Riverside Place by Sarah Marsden and direct staff to inform the renter that the individual will be required to obtain insurance.

x) Joanne Potter – Request for Riverside Place

The Committee discussed the request for the rental fee for Riverside Place be waived for the Timiskaming Diabetes Program bi-annual diabetes event on November 5, 2019 and approved the request.

Recommendation RS-2018-012

Moved by: Chuck Durrant

Seconded by: Dan Lavigne

That the Recreation Services Committee approve the request from the Timiskaming Diabetes Program to waive the rental fee for Riverside Place for the bi-annual diabetes event on November 5, 2019.

10.0 SCHEDULE OF MEETINGS 2019

- **March 11**
- **April 8**
- **May 13**
- **June 10**
- **September 9**
- **October 14**
- **November 18**
- **December 9**

11.0 CLOSED SESSION

There was no closed session.

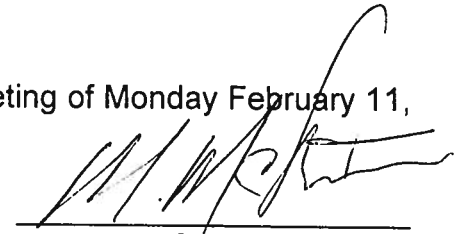
12.0 ADJOURNMENT

Recommendation RS-2018-013

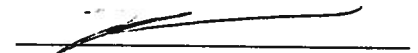
Moved by: Dan Lavigne

Be it resolved that the Recreation Services Committee meeting of Monday February 11, 2019 be adjourned at 8:45 p.m.

CARRIED



Committee Chair



Recorder

Memo

To: Mayor and Council
From: G. Douglas Walsh, CET, Director- Public Works
Date: April 2, 2019
Subject: Leachate Disposal Rate Reduction - Uniboard Request
Attachments: Appendix 01 – Uniboard Request – dated March 7, 2019
Appendix 02 – Leachate Disposal Agreement – dated February 14, 2019
Appendix 03 – By-law 2012-032 Excerpt (Disposal Fees)

Mayor and Council:

Further to discussions held at Public Works Committee meetings held on January 17, 2019 and February 14, 2019 as well as a verbal update provided to Council at the Regular Council meeting held on March 12, 2019 regarding the disposal of leachate from the former Uniboard property located adjacent to Lakeshore Road South, the Public Works Committee discussed a request received from Uniboard (Appendix 01) at their March 21, 2019 meeting.

As outlined in our various discussions, the Ministry of Environment, Conservation and Parks issued a Director's Direction allowing for the disposal of the leachate at the New Liskeard Wastewater Treatment facility and as outlined in Appendix 02, Uniboard and the City entered into an Agreement for that purpose at a disposal rate as outlined in By-law 2012-032 being a by-law to control discharges into the City sanitary sewage works. (Appendix 03)

It was originally estimated that disposal of the leachate would commence on or about February 14, 2019 and continue until Uniboard was able to dispose of the leachate, through irrigation on site, or no later than June 21, 2019. Based on a rate of six loads per day and six days per week, it was conceivable that approximately 6.3 million litres of leachate could be received. The disposal was initiated on February 14, 2019 and progressed at an accelerated rate until being suspended on March 26, 2019 pending future weather and spring freshet conditions. A total of 4.19 million litres has been hauled and deposited at the New Liskeard facility.

At the Public Works Committee meeting held on March 21, 2019 staff were requested to provide Council with an update in order for further discussion at the Regular Council meeting to be held on April 2, 2019 at which time direction would be provided.

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

G. Douglas Walsh
Director of Public Works

Christopher W. Oslund
City Manager

Doug Walsh

From: Cote, Sebastien <Sebastien.Cote@uniboard.com>
Sent: March-07-19 2:50 PM
To: Doug Walsh
Cc: Paradis, Christian
Subject: [EXTERNAL] Price reduction for leachate disposal

Dear M. Walsh,

Has you know we started to haul some leachate from the Mansteel landfill to the Temiskaming Shores Lagoons since the middle of February. Uniboard is doing this hauling on a voluntary basis to prevent any spill in the environment. For the moment we are paying a rate of 0,04 cents/ Liter.

I was wondering, if it was possible that you represent Uniboard at the next City Council and ask for a price reduction. The original price was based on the costs of sanitary treatment for effluent water. Presently the leachate is only stock in a lagoon and it will be only evaporate. Since it is only evaporation, we would like to reduce the price to 0.02 cents / Liter.

For the moment we already hauled 1 885 000 Liters witch represent an expenses of 75 400 \$.

I sincerely believe that the City of Temiskaming Shores and Uniboard we can work together to resolve this situation.

Regards

Sébastien Côté, ing. ing.f.
Directeur d'Usine | Plant manager



845, rue Jean-Baptiste Reid | Mont-Laurier, QC J9L 3W3
T 819 623-7133 ext : 58811

sebastien.cote@uniboard.com | www.uniboard.com

*La sécurité avant tout,
Votre vie en vaut le coup!*

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www.temiskamingshores.ca

WITHOUT PREJUDICE

February 14, 2019

Uniboard Canada Inc.
5555 Ernest-Cormier
Laval, Quebec
H7C 2S9
Attn.: Mr. Christian Paradis

RE: DISPOSAL OF LEACHATE

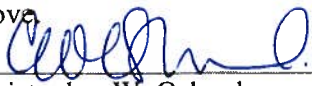
Dear Mr. Paradis,

Further to the direction of the Ministry of the Environment, Conservation and Parks issued on February 12, 2019 this correspondence will confirm that Uniboard Canada Inc. ('Uniboard') is seeking permission for the disposal of leachate from the Mansteel New Liskeard Inc., site located at 1107 Lakeshore road, Temiskaming Shores (the 'mansteel site') on an "as required" basis for a period commencing on or about February 14, 2019 and continuing until on or about June 20, 2019.

Uniboard makes no commitment as to the maximum or minimum volume that may be hauled and deposited at the New Liskeard lagoon Waste Water Treatment Facility by their hauler during the above noted period and agrees to pay a disposal fee of \$0.04 (4 cents) per litre, as reported by the hauler to both parties, on a monthly basis.

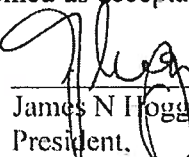
Any future disposal of leachate (beyond June 21, 2019) from the Mansteel site to the City of Temiskaming Shores, must be approved by the Ministry of Environment Conservation and Parks (MECP) prior to acceptance by the City.

Signing of this letter by both parties shall be deemed as acceptance of the terms outlined above.



Christopher W. Oslund
City Manager,
Corporation of the City of Temiskaming Shores

14 February 2019.
Dated



James N Hogg
President,
Uniboard Canada Inc.

Dated

14 Feb 2019.

Table 3: Sewage and Waste Water Disposal Fees

Category: Sanitary Sewer Discharge

Category 1: Septage and Holding Tank Effluent (Complies with By-law)

	Fee per 1,000 litres	Max. Fee / Year
Residential Septic Tank Effluent		
➤ Origin - Within Temiskaming Shores serviced area	\$ 20	
➤ Origin – within Temiskaming Shores rural area	\$ 20	
➤ Origin – Outside of Temiskaming Shores	\$ 40	
Residential Holding Tank Effluent		
➤ Origin - Within Temiskaming Shores serviced area	\$ 10	
➤ Origin – within Temiskaming Shores rural area	\$ 10	\$ 60
➤ Origin – Outside of Temiskaming Shores	\$ 20	\$ 120
Industrial, Commercial, Institutional (ICI) Septic Tank Effluent		
➤ Origin - Within Temiskaming Shores serviced area	\$ 20	
➤ Origin – within Temiskaming Shores rural area	\$ 20	
➤ Origin – Outside of Temiskaming Shores	\$ 40	
Industrial, Commercial, Institutional (ICI) Holding Tank Effluent		
➤ Origin - Within Temiskaming Shores serviced area	\$ 10	\$ 1,800
➤ Origin – within Temiskaming Shores rural area	\$ 10	\$ 1,800
➤ Origin – Outside of Temiskaming Shores	\$ 20	\$ 3,600

Category 2: Hauled Industrial Waste Water and Treated Groundwater Complies with Sewer Use By-law)

	Fee per 1,000 litres	Max. Fee / Year
➤ Origin - Within Temiskaming Shores serviced area	\$ 40	
➤ Origin – within Temiskaming Shores rural area	\$ 40	
➤ Origin – Outside of Temiskaming Shores	\$ 80	
Sewer Use By-law limit is exceeded (requires Surcharge Agreement)		
➤ Origin - Within Temiskaming Shores serviced area	TBE	
➤ Origin – within Temiskaming Shores rural area	TBE	
➤ Origin – Outside of Temiskaming Shores	TBE	

- **TBE – To be established for each Surcharge Agreement, by Council, in the form of Resolution or By-law.**

Memo

To: Mayor and Council
From: Doug Walsh, Director of Public Works
Date: April 2, 2019
Subject: Amendment to By-law No. 2018-072 (Patching) Extend to 2019
Attachments: None

Mayor and Council:

Council considered Administrative Report No. PW-023-2018 at the April 17, 2018 Regular Council meeting resulting in the adoption of By-law No. 2018-072 being an agreement with Miller Paving Limited for the supply of labour, equipment and material for Asphalt Patching Services.

The entering into the agreement was based on submission from Request for Tender PWO-RFT-004-2018. On Page 20 of the RFT document under *Extension of Contract or Purchase Order* it reads as follows:

The term of the contract or purchase order may be extended for a specific period with all terms and conditions stated in these documents to apply to such extension provided that both the City and the Successful Bidder agrees to such extension.

Miller Paving has been consulted and are willing to honour the terms of the current agreement (By-law No. 2018-072) for Patching Services in 2019.

Therefore, it is recommended that Council direct staff to prepare the necessary by-law to amend By-law No. 2018-072 to extend the terms of the agreement for the Patching Services in 2019 for consideration at the April 2, 2019 Regular Council meeting.

Prepared by: _____ Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

G. Douglas Walsh
Director of Public Works

Christopher W. Oslund
City Manager

Subject: 2019 Roadway Surfacing Program

Report No.:

PW-003-2019

Agenda Date:

April 2, 2019

Attachments

Appendix 01: Proposed 2019 Roads Program

Appendix 02: Draft Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-003-2019, in particular Appendix 01 - Proposed 2019 Roads Program (prepared in consultation with *Miller Paving Limited* for the hardtop resurfacing of various roadway sections in Temiskaming Shores); and
2. That Council directs staff to prepare the necessary by-law to enter into an agreement with *Miller Paving Limited* for the 2019 Roads Program for consideration at the April 2, 2019 Regular Council meeting.

Background

In 2018 the City of Temiskaming Shores distributed a Request for Proposals to known Contractors for the purpose of entering into an Agreement for the resurfacing of various roadways within the City. The intent of the Agreement was to obtain pricing that could be used over a period of time, to reduce the need to obtain pricing every year. The successful Contractor in 2018 was Miller Paving Limited and they indicated that the pricing would remain in effect through 2019.

During the 2019 Budget deliberations, Council considered the current and future needs of the municipality with respect to maintenance and rehabilitation of both gravel and hardtop roadway surfaces and at the Public Works Committee meeting held on February 14, 2019 a recommendation was presented to reduce the proposed Capital Budget to a total of \$600,000 for the 2019 Resurfacing Program.

At that same meeting Public Works staff presented an extensive list of roadways using the *Streetscan* software with parameters that included a Pavement Condition Index (PCI) of 50 or less as well as the section of Armstrong Street from Hwy 65E southward towards Heard Street. Various selected gravel surfaced roadways were also discussed utilizing the pricing obtained in the 2018 Request for Proposals and confirmed by Miller Paving.

Following a review of the list of proposed work, the following sections of roadway were selected;

- Cedar Street from Lakeshore Road to May Street;
- Scott Street from Whitewood Ave to Birch Street;
- Armstrong Street from Hwy 65E southward for 660 metres; and

- View Street from Niven Street to Quarry Road.

Analysis

Given the current condition of the road surface (PCI) and the traffic volumes on both Cedar Street (PCI 46) and Scott Street (PCI 44) it is recommended that these sections be considered as a priority. While various patching works have been carried out on these road sections over the past several years, the original surface on Scott Street was placed in 1966 and on Cedar Street in 1969, according to our records.

The section of Armstrong Street, from Hwy 65E towards Heard Street, has perhaps one of the highest Annual Daily Traffic Volumes in the City and has a current Pavement Condition Index of 69. A significant amount of patching has been carried out over the past three years with further deterioration resulting from the higher traffic volumes.

In 2017 and 2018 the surface of View Street, from Niven Street to Quarry Road was upgraded from a gravel roadway utilizing milled asphalt from nearby projects. This section of roadway is located near Boart Longyear and the City's Public Works yard and is widely used by local contractors as a short cut towards North Cobalt, along Niven Street. It is recommended that a single lift of surface treatment be applied to maintain the integrity of the current recycled asphalt (RAP) surface similar to that on Pete's Dam Road.

The proposed work plan for 2019 addresses areas that have been previously identified and have been confirmed as priorities utilizing *Streetscan* technology for analysis purposes.

Relevant Policy / Legislation / City By-Law

- 2019 Public Works Operations and Capital Budgets
- By-Law No. 2017-015, Procurement Policy, Section 10.4 Request for Proposals
- Resolution No. 2018-109, March 6, 2018 – Release of RFP's

Asset Management Plan Reference

The proposed work plan for 2019 continues to address areas that have been previously identified and follow the intent of the City's current Asset Management Plan. The majority of the proposed work has also been identified through the *StreetScan* software and recent field review efforts.

Consultation / Communication

- Discussion at Public Works Committee on March 8, 2018 Item 9.18 – Recommendation PW-2018-005-2018 Roads Program – PWO-RFP-002-2018 Roadway Rehabilitation Services to be presented to Council;
- Memo 010-2018-PW – March 20th, 2018 – 2018 Roads Program;
- Resolution 2018-146 – March 20th, 2018 – Confirmation of funding and proposed road sections for 2018 Roads Program;
- Public Works Committee on April 19, 2018, Item 8. Presentation by Miller Paving;

- Administrative Report No. PW-025-2018 to Council, dated May 2nd, 2018;
- By-law No. 2018-080 – 2018 Roadway Surfacing Program Agreement – Miller Paving;
- Discussion at Public Works Committee on February 14, 2019, item 9.3, 2019 Capital Budget- Recommendation PW-2019-011;
- Discussion at Public Works Committee on March 21, 2019 – Administrative Report PW-003-2019 Roadway Resurfacing Program; and
- Administrative Report No. PW-003-2019 Roadway Resurfacing Program.

Financial / Staffing Implications

This item has been approved in the current budget: Yes ☒ No ☐ N/A ☐

This item is within the approved budget amount: Yes ☒ No ☐ N/A ☐

The costs associated with the proposed Capital Program work outlined in **Appendix 01** are allocated in the current budget as follows;

- a) Resurface Armstrong Street from Hwy 65E southward for 660 metres. - \$309,236.40 (plus tax)
- b) Resurface Cedar Street from Lakeshore Road to May Street – \$106,634.20 (plus tax)
- c) Resurface Scott Street from Whitewood Ave. to Birch Street North – \$142,920.00 (plus tax)
- d) Surface Single Lift Treatment on View Street from Niven Street to Quarry Road South - \$21,971.25 (plus tax)

The total cost of the proposed work is \$580,761.85, plus applicable taxes, which is within the approved 2019 Roads Resurfacing Capital Budget. This Report has been reviewed by the City Manager and Treasurer and they support the recommendation to complete the work as proposed.

Staffing implications related to this matter are limited to normal administrative functions and duties.

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and submitted for
 Council's consideration by:

"Original signed by"

"Original signed by"

G. Douglas Walsh, CET
 Director of Public Works

Christopher W. Oslund
 City Manager

2019 Roadway Surfacing Program

- a) Resurface Armstrong Street from Hwy 65E southward for 660 metres. - \$309,236.40 (plus tax)

1. Milling 50mm of exist asphalt through entire width of roadway.
2. Placement of tack coat and geotextile on milled surface.
3. Placement one lift of 50mm Hot Laid Asphalt at a width equal to the existing paved surface.

*Curb repairs, catchbasin adjustments and shouldering by others

- b) Resurface Cedar Street from Lakeshore Road to May Street – \$106,634.20 (plus tax)

1. Pulverizing existing asphalt surface of Cedar Street from Lakeshore Road to May Street.
2. Placement up to 75mm of Granular “A” and re-grade surface.
3. Placement one lift of 50 mm Hot Laid Asphalt at 8.5 metres wide.

*Sidewalk repairs, manhole and catchbasin adjustments and shouldering by others

- c) Resurface Scott Street from Whitewood Ave. to Birch Street North – \$142,920.00 (plus tax)

1. Pulverizing existing asphalt surface of Scott Street from Whitewood Ave to Birch Street
2. Placement up to 75mm of Granular “A” and re-grade surface
3. Placement one lift of 50 mm Hot Laid Asphalt at 9.0 metres wide.

*Catchbasin adjustments, manhole adjustments and shouldering by others

- d) Surface Treatment on View Street from Niven Street to Quarry Road South - \$21,971.25 (plus tax)

1. Placement one lift of Surface Treatment at 9.0 metres wide.

The Corporation of the City of Temiskaming Shores
By-law No. 2019-000
Being a by-law to enter into an agreement with
Miller Paving Limited for the 2019 Roadway
Surfacing Program within the City of Temiskaming Shores

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to responds to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas the Council of The Corporation of the City of Temiskaming Shores acknowledged receipt of Administrative Report No. PW-003-2019 at the April 2, 2019 Regular Council Meeting directing staff to prepare the necessary by-law to enter into an agreement with Miller Paving Limited for the 2019 Roadway Surfacing Program contract for consideration at the April 2, 2019 Regular meeting of Council;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Miller Paving for the 2019 Roadway Surfacing Program contact in the amount of \$580,761.85 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 2nd day of April, 2019.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule “A” to

By-law 2019-000

Agreement between

The Corporation of the City of Temiskaming Shores

and

Miller Paving Limited

for the 2019 Roadway Surfacing Program

This agreement made in duplicate this 2nd day of April 2019.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

and

Miller Paving Limited
(hereinafter called "the Contractor")

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

Article I:

The Contractor will:

- a) Provide all material and perform all work described in the Documents entitled:

**Corporation of the City of Temiskaming Shores
2019 Roadway Surfacing Program at various locations
and outlined in Administrative Report No. PW-003-2019**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents as itemized in Appendix 01, a copy of which is hereto attached and forming part of this agreement; and
- c) Complete, as certified by the Engineer, all the work by **September 30th, 2019.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid **Five Hundred and Eighty Thousand - Seven Hundred and Sixty- one Dollars and Eighty-five Cents (\$580,761.85) plus applicable taxes** subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the

Specifications, are made a part of this Contract, herein called the Contract Documents, as fully to all intents and purposes as though recited in full herein.

Article IV:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Contractor:

Miller Paving Limited
P.O. Box 248
704024 Rockley Road
New Liskeard, Ontario
P0J 1P0

The Owner:

City of Temiskaming Shores
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Engineer:

The Director of Public Works
City of Temiskaming Shores
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

Remainder of Page left blank intentionally

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in
the presence of

Contractor's Seal
Consultant's Seal
(if applicable)

Municipal Seal

Miller Paving Limited

Signature

Name: _____

Title: _____

Witness - Signature

Print Name: _____

Title: _____

**Corporation of the City of
Temiskaming Shores**

Mayor – Carman Kidd

Clerk – David B. Treen

2019 Hardtop Maintenance Program

- a) Resurface Armstrong Street from Hwy 65E southward for 660 metres. - \$309,236.40 (plus tax)

1. Milling 50mm of exist asphalt through entire width of roadway.
2. Placement of tack coat and geotextile on milled surface.
3. Placement one lift of 50mm Hot Laid Asphalt at a width equal to the existing paved surface.

*Curb repairs, catchbasin adjustments and shouldering by others

- b) Resurface Cedar Street from Lakeshore Road to May Street – \$106,634.20 (plus tax)

1. Pulverizing existing asphalt surface of Cedar Street from Lakeshore Road to May Street.
2. Placement up to 75mm of Granular “A” and re-grade surface.
3. Placement one lift of 50 mm Hot Laid Asphalt at 8.5 metres wide.

*Sidewalk repairs, manhole and catchbasin adjustments and shouldering by others

- c) Resurface Scott Street from Whitewood Ave. to Birch Street North – \$142,920.00 (plus tax)

1. Pulverizing existing asphalt surface of Scott Street from Whitewood Ave to Birch Street
2. Placement up to 75mm of Granular “A” and re-grade surface
3. Placement one lift of 50 mm Hot Laid Asphalt at 9.0 metres wide.

*Catchbasin adjustments, manhole adjustments and shouldering by others

- d) Surface Treatment on View Street from Niven Street to Quarry Road South - \$21,971.25 (plus tax)

1. Placement one lift of Surface Treatment at 9.0 metres wide.

Subject: Municipal Hazardous or Special
Waste – Orange Drop Event

Report No.: PW-004-2019
Agenda Date: April 2, 2019

Attachments

Appendix 01: Quotation – Drain-All Ltd

Appendix 02: Amended Draft Agreement – Drain-All Ltd.

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-004-2018;
2. That Council agrees to host an Orange Drop Event on Saturday June 1, 2019; and
3. That Council directs staff to prepare the necessary by-law to amend By-law No. 2016-018 to extend the agreement with Drain-All Ltd. allowing for the provisions of collection and disposal services for the Orange Drop Event on June 1, 2019 for consideration at the April 2, 2019 Regular Council meeting.

Background

At the Regular Council Meeting on April 2nd, 2013 the City of Temiskaming Shores entered into an agreement with Stewardship Ontario to permit the City to host an Orange Drop Collection Event. By-law No. 2015-025 amended the initial by-law permitting the City to host other events. Stewardship Ontario's Orange Drop Program provides funding for such events and allows Ontario residents with a free, safe and easy way to dispose of those household products they use every day that require special handling when they are finished with them. The extended producer responsibility model covers the costs of collection and disposal once the consumer has finished using the product.

It is felt that it is important to provide such a service on a yearly basis to allow residents of Temiskaming Shores a way to properly dispose of these hazardous products. A yearly collection event will also ensure that these products do not end up being landfilled.

Analysis

The Orange Drop Events which were held in previous years have been a huge success. There has been a consistent increase in participation and household hazardous

material delivered. Much of this success can be contributed to the transportation provider, Drain-All Ltd., who hosted the events.

Drain-All Ltd. has provided Staff with a quotation based on providing the services for an Orange Drop Event in 2019. After review of the quotation, costs associated with mobilization and operations of the event have not changed from the previous year.

Appendix 01 – Drain-All Quotation details the costs associated with hosting the Orange Drop Event scheduled for Saturday, June 1, 2019.

Staff is therefore recommending that the City enter into an agreement with Drain-All Ltd. to provide the necessary services involved in hosting the Orange Drop Event on Saturday, June 1, 2019 from 9am to 2pm. **Appendix 02** is the amended draft agreement with Drain-All Ltd.

Financial / Staffing Implications

This item has been approved in the current budget: Yes ☒ No ☐ N/A ☐

This item is within the approved budget amount: Yes ☒ No ☐ N/A ☐

Funds have been allocated within the 2019 operating budget to host the 2019 Orange Drop Event.

Alternatives

No alternatives were considered.

Submission

Prepared by:	Reviewed and approved by:	Reviewed and submitted for Council's consideration by:
--------------	---------------------------	--

"Original signed by"

Steve Burnett
Technical & Environmental
Compliance Coordinator

"Original signed by"

G. Douglas Walsh, CET
Director of Public Works

"Original signed by"

Christopher W. Oslund
City Manager



Drain-All

Napanee Operations - www.drainall.com
444 Advance Ave., Napanee, Ontario, K7R 3Z6
Tel: (613) 354-9393 / 1-800-265-3868 Fax: (613) 354-9076

June 12, 2017

The City of Temiskaming Shores
Steve Burnett, P. O. Box 2050, 325 Farr Dr., Haileybury, Ontario, P0J 1K0

Dear Steve:

We at Drain-All Ltd. (Napanee) are pleased to provide the following quotation for your MHSW events (ORANGE DROP COLLECTION EVENT) of the following waste material at the event day to be held on

SATURDAY, June 2, 2018 WITH AN OPTIONS FOR JUNE 1, 2019.

THERE WILL BE NO PRICE INCREASE FOR EITHER OF THESE YEARS

Mobilization/ Operations 2017/18 - \$ 5,200.00

This will include: 2 tractor trailers, one supervisor/chemical technician, 2 chemical technicians; lab packing and loading full drums of waste, and the transportation to Ottawa.

The event time would be from 9:00 am till 2:00 pm, with Drain-All Ltd. employees arriving at the site to set up at 8:00 am. The above pricing also includes: Drain-All Ltd. MOBILE C. of A, check in sheets, all supplies, drums and manifests. All volunteers would receive tyvak suits, safety glasses and gloves from Drain-All.

<u>DESCRIPTION</u>	<u>PRICE 2018/18 (\$/lab pack)</u>	<u>ESTIMATED VOLUME</u>
STEWARDSHIP ONTARIO AND/OR PRODUCT CARE		PHASE ONE MATERIAL
PAINT	125.00	100 LAB PACKS
BATTERIES	2.80/KG	800 KG
FLAMMABLES	65.00	40 LAB PACKS
AEROSOL	90.00	5 LAB PACKS
SMALL PROPANE	185.00	1 LAB PACK
PESTICIDES	140.00	5 LAB PACKS
FERTILIZERS	90.00	1 LAB PACK
ANTIFREEZE	65.00/BULK DRUMS	1 BULK DRUM
OIL FILTERS	90.00	1 LAB PACK
EMPTY OIL CONTAINERS	0.00/KG	9 BAGS/180 KG
LARGE PROPANE TANKS	0.00/KG	20 TANKS/130 KG
MUNICIPAL		PHASE THREE MATERIAL
PHARMACEUTICALS	90.00	1 LAB PACK
FIRE EXTINGUISHER	90.00	1 LAB PACK
SHARPS	8.00/KG	5 KG
LIGHT TUBES	0.30/FOOT	1,200 FEET
LIGHT BULBS	0.80/BULB	300 BULBS
ACIDS	90.00	1 LAB PACK
BASE	90.00	3 LAB PACKS
OXIDIZERS	90.00	1 LAB PACK
OIL DRUM	25.00	5 DRUMS



Drain-All

**Napanee Operations - www.drainall.com
444 Advance Ave., Napanee, Ontario, K7R 3Z6
Tel: (613) 354-9393 / 1-800-265-3868 Fax: (613) 354-9076**

Drain-All utilizes 3.3 cubic meter cages to contain the paint. This allows for quick and uniform storage of the 4 liter and 20 liters of paint related material. The cages being loaded by a forklift allows a quicker loading time at the end of the event day.

All above Stewardship Ontario and Product Care materials will be collected to maximize payment from Stewardship Ontario and Product care.

The City of Temiskaming Shores would supply the following: staff (volunteers) to direct traffic, check in vehicles, unload the vehicles, and assist in bulking of oil. 5 –10 people are recommended for ease of operation. This is a cost saving measure for your municipality, as they should be at no cost to the municipality. These people could be environmental groups, service club members, volunteer firefighters, town counselors or any civic-minded persons or groups. The Town would also supply a non –hazardous bin (garbage) and a fork lift.

I look forward to working with you to meet your waste management needs. Should you require any further assistance, please contact me at our Napanee office at 613-354-9393

Sincerely

**Steve Tebworth
HHW Coordinator
Drain-All Ltd. (Napanee Office)**

The Corporation of the City of Temiskaming Shores

By-law No. 2019-000

**Being a by-law to amend By-law No. 2016-018 being a
by-law to enter into an agreement with Drain-All Ltd. as
a Registered Transporter for the City's Municipal
Hazardous and Special Waste (MHSW) – Orange Drop
Collection Event**

Whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council, through By-law No. 2016-018 entered into an Agreement with Drain-All Ltd. as a Registered Transporter for the City's MHSW Orange Drop Event for 2016 and 2017;

And whereas Council considered Administrative Report PW-004-2019 at the April 2, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2016-018 to extend the service agreement with Drain-All for the 2018 Orange Drop Event for consideration at the April 2, 2019 Regular Council meeting.

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Schedule "A" to By-law No. 2016-018, as amended be hereby further amended by deleting Article 2 Collection Events and replace with the following:

Collection Event

The Collection Event related to the obligations of the Parties under this Agreement shall be held on **Saturday, June 1, 2019** scheduled to commence at 9:00 am and terminate at 2:00 pm. The Parties under this agreement further agree that the termination time may be extended should circumstances warrant (i.e. line-up of vehicles wanting to dispose of MHSW materials).

2. That Appendix 02 Disposal Pricing to Schedule "A" to By-law No. 2016-018, as amended be hereby removed and replaced with Appendix 01, attached hereto and forming part of this by-law.
3. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the by-law and schedule as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

Read a first, second and third time and finally passed this 2nd day of April, 2019.

Mayor – Carman Kidd

Clerk – David B. Treen

Disposal Pricing



Drain-All

Napanee Operations - www.drainall.com
444 Advance Ave., Napanee, Ontario, K7R 3Z6
Tel: (613) 354-9393 / 1-800-265-3868 Fax: (613) 354-9076

June 12, 2017

The City of Temiskaming Shores
P. O. Box 2050
325 Farr Dr.
Haileybury, Ontario
P0J 1K0

Dear Steve Burnett:

We at Drain-All Ltd. (Napanee) are pleased to provide the following quotation for your MHSW events (ORANGE DROP COLLECTION EVENT) of the following waste material at the event day to be held on

SATURDAY, June 2, 2018 WITH AN OPTIONS FOR JUNE 1, 2019.

THERE WILL BE NO PRICE INCREASE FOR EITHER OF THESE YEARS

Mobilization/ Operations 2017/18 - \$ 5,200.00

This will include: 2 tractor trailers, one supervisor/chemical technician, 2 chemical technicians; lab packing and loading full drums of waste, and the transportation to Ottawa.

The event time would be from 9:00 am till 2:00 pm, with Drain-All Ltd. employees arriving at the site to set up at 8:00 am. The above pricing also includes: Drain-All Ltd. MOBILE C. of A, check in sheets, all supplies, drums and manifests. All volunteers would receive tyvak suits, safety glasses and gloves from Drain-All.

<u>Description</u>	<u>Price 2019 (\$/lab pack)</u>	<u>Estimated Volume</u>
<u>STEWARDSHIP ONTARIO AND/OR PRODUCT CARE - PHASE ONE MATERIAL</u>		
PAINT	125.00	100 LAB PACKS
BATTERIES	2.80/KG	800 KG
FLAMMABLES	65.00	40 LAB PACKS
AEROSOL	90.00	5 LAB PACKS
SMALL PROPANE	185.00	1 LAB PACK
PESTICIDES	140.00	5 LAB PACKS
FERTILIZERS	90.00	1 LAB PACK

ANTIFREEZE	65.00/BULK DRUMS	1 BULK DRUM
OIL FILTERS	90.00	1 LAB PACK
EMPTY OIL CONTAINERS	0.00/KG	9 BAGS/180 KG
LARGE PROPANE TANKS	0.00/KG	20 TANKS/130 KG

MUNICIPAL - PHASE THREE MATERIAL

PHARMACEUTICALS	90.00	1 LAB PACK
FIRE EXTINGUISHER	90.00	1 LAB PACK
SHARPS	8.00/KG	5 KG
LIGHT TUBES	0.30/FOOT	1,200 FEET
LIGHT BULBS	0.80/BULB	300 BULBS
ACIDS	90.00	1 LAB PACK
BASE	90.00	3 LAB PACKS
OXIDIZERS	90.00	1 LAB PACK
OIL DRUM	25.00	5 DRUMS

Drain-All utilizes 3.3 cubic meter cages to contain the paint. This allows for quick and uniform storage of the 4 liter and 20 liters of paint related material. The cages being loaded by a forklift allows a quicker loading time at the end of the event day.

All above Stewardship Ontario and Product Care materials will be collected to maximize payment from Stewardship Ontario and Product care.

The City of Temiskaming Shores would supply the following: staff (volunteers) to direct traffic, check in vehicles, unload the vehicles, and assist in bulking of oil. 5 –10 people are recommended for ease of operation. This is a cost saving measure for your municipality, as they should be at no cost to the municipality. These people could be environmental groups, service club members, volunteer firefighters, town counselors or any civic-minded persons or groups. The Town would also supply a non –hazardous bin (garbage) and a fork lift.

I look forward to working with you to meet your waste management needs. Should you require any further assistance, please contact me at our Napanee office at 613-354-9393

Sincerely

Steve Tebworth
HHW Coordinator
Drain-All Ltd. (Napanee Office)

Subject: Haileybury Water Treatment Plant -
Sedimentation Tank Rebuild

Report No.: PW-005-2019
Agenda Date: April 2, 2019

Attachments

Appendix 01: Napier-Reid Quotation

Appendix 02: Single Source Justification Form

Appendix 03: Letter of Recommendation - OCWA

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-005-2019, more specifically Appendix 01 - Napier-Reid Quotation (supply material to Rehabilitate Sedimentation Tank);
2. That as outlined in By-law No. 2017-015, *Procurement Policy, Section 10*, Council approves to waive the tendering procedure to supply the necessary material for the completion of the Sedimentation Tank Rehabilitation Project based on the justification as outlined in Appendix 02; and
3. That as outlined in By-law No. 2017-015, *Procurement Policy, Section 6, Approval Authority*, Council approves the award to supply the material necessary to complete the Sedimentation Tank Rehabilitation Project to Napier-Reid in the amount of \$ 87,900 plus applicable taxes and direct staff to issue the required Purchase Order.

Background

Over the past several years, many repairs have been required to various components of the sediment removal system within the sedimentation tank at the Haileybury Water Treatment Plant. The removal system is original to the construction of the plant and consists of metal chains, sprockets and rakes which have deteriorated over time.

Within the required 2018 capital letter provided to the City by the Ontario Clean Water Agency (OCWA), the Sedimentation Tank Rehabilitation Project was proposed resulting in Council recognizing the importance and approving the project within the 2018 Capital Budget. Through the procurement process a quotation from the preferred mechanical contractor for the completion of the project was received. This quotation however was substantially higher than what was within the budget. Through consultation with OCWA and Staff, it was decided that the project could be deferred until 2019.

In August of 2018, Staff received the 2019 Capital Letter from OCWA which again included the Sedimentation Tank Rehabilitation Project. Through the 2019 Capital

Budget deliberation process, Council approved the project with an appropriate budget as a result of the 2018 quotation.

Analysis

OCWA and Staff have met on numerous occasions to discuss the next steps and requirements associated with the completion of this project in 2019. It was identified through these discussions that the City's preferred mechanical contractor, who supplied the 2018 quotation, has recently retired and closed shop. It was also identified that as a result of the recent retirement, quotations from other mechanical contractors for various work within our facilities have been substantially higher than in the past.

Consequently, Staff and OCWA decided the most economical approach would be to purchase the necessary material from a preferred supplier and utilize the expertise from OCWA and City Staff to perform the install. Staff contacted the mechanical contractor who supplied the quotation in 2018 for consultation. As a result, it was identified that Napier-Reid is the preferred supplier as they not only provide cost efficiency, but supply engineering and technical support throughout all projects in where their material is supplied. Staff in return contacted Napier-Reid for a quotation to supply all material necessary to complete the Sedimentation Tank Rehabilitation Project. This quotation has been received totalling \$ 87,900.00 and is outlined in Appendix 01. As a result, it is Staff's recommendation to utilize Napier-Reid as the supplier of all material necessary to complete the Sedimentation Tank Rehabilitation Project.

As outlined in the Procurement Policy By-law No. 2017-015, Section 10.10 (ii) Single/Sole Source, consultation with the City Manager shall take place to consider the grounds that the single/sole source will be in the best interest of the City. This consultation took place on May 19th, 2019 resulting in the development of this report and the submission of the required justification form which is attached as Appendix 02. In addition, a recommendation letter from OCWA supporting the utilization of Napier-Reid is attached as Appendix 03.

Relevant Policy / Legislation / City By-Law

- 2019 Public Works Capital Budget
- By-Law No. 2017-015, Procurement Policy
- Safe Water Drinking Act, 2002

Asset Management Plan Reference

Section 4.9 – Land Buildings & Equipment

Consultation / Communication

- Consultation with City Manager, March 19th, 2019

- Public Works Committee Meeting, March 21st, 2019
- Admin. Report PW-005-2019, Regular Council Meeting, April 2nd, 2019

Financial / Staffing Implications

This item has been approved in the current budget: Yes **X** No ☐ N/A ☐

This item is within the approved budget amount: Yes **X** No ☐ N/A ☐

During the 2019 capital budget deliberation process, Council approved the Sedimentation Tank Rehabilitation Project in where sufficient funds are available.

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

Steve Burnett
Technical & Environmental
Compliance Coordinator

G. Douglas Walsh, CET
Director of Public Works

Christopher W. Oslund
City Manager



10-2 ALDEN RD. MARKHAM, ON. CANADA L3R 2S1
Phone: (905) 475-1545 Fax: (905) 475-2021
Website: www.napier-reid.com

City of Temiskaming Shores

Date: Mar 6, 2019

Attn: Steve Burnett

File: PR-8165 R1

QUOTATION

**Re: Clarifiers Parts Replacement
Haileybury, ON.**

We are pleased to present this proposal for the design and supply of two sets of new clarifier parts for the above referenced wastewater treatment plant.

SCOPE OF SUPPLY (BY NAPIER-REID LTD.)

Clarifiers Parts Replacement

TWO Rectangular Clarifiers suitable for installation in concrete tanks (each dimensions of 16764mm L x 7112mm W x 3505 mm D by others).

Each clarifier tank will be with flat bottom and the component supply includes the following:

- 1 – 220' Long of NCS720S 6" pitch Plastic chain c/w flight attachments.
- 4 - NCS720S Bottom main chain sprockets, 3-15/16" bore
- 2 - NCS720S Top main chain sprockets, 4-15/16" bore
- 11 - NCS720S F-26/28 Flights.
- 22 - NCS720S F-26/28 Flight Filler Space Blocks.
- 22 - Return Type Wear Shoe.
- 22 - Floor Type Wear Shoe.
- 1 - NH78 keyed split poly driven sprocket, 4-15/16" bore, c/w SS hardware.
- 1 – 16' Long of NH78 2.609" pitch Plastic chain, c/w SS pins.
- 1 – NH78 drive sprocket.
- 1 – NH78 Shear pin drive tension sprocket, 1-3/16" bore.
- 1 – Keyed Top shaft c/w wall bearings made from epoxy coated carbon steel.
- 1 – Rear shaft c/w wall supports made from epoxy coated carbon steel.
- 1 – Bottom take-up shaft c/w fittings made from epoxy coated carbon steel.
- 1 – UHMW wear strips c/w washers

Note:

1. Clarifiers' gearbox and motor will remain the existing ones, they are out of our scope of supply.
2. All the parts conform to the drawings provided by the contractor (Drawing No.:583198 sheet 1-3). The dimensions and prices quoted are subject to drawing confirmation.
3. All the components will be shipped loose to be installed on site by others.

Drawings and Manuals

Five (5) sets of General Layout and O&M manuals will be supplied by Napier-Reid.

Site Services

Napier-Reid will provide the following field services:

Site Inspection for existing clarifier tank and parts: One (1) day in one (1) trip.

Any additional site visits, if required, for technical meetings, installation supervision, start-up, commissioning, performance test and operator training will be extra and will be invoiced separately according to our unit rate as follows.

Standard rate for site service is \$1,050 per man-day plus all travel and local expenses at cost. Rate is based on working 8 hours a day, 5 days a week. Overtime will be charged at \$180 per hour. Travel time will be charged at \$120 per hour.

Exclusions

Napier-Reid's excludes from its scope of supply the following.

- Equipment unloading and storage at the jobsite.
- All civil works, including concrete tanks or channels.
- Baffles, effluent trough, and weir plates if required.
- Manual lever operated Scum pipe for oil, grease and scum removal.
- Anchor bolts and the other mounting hardware.
- Gearbox, motor and drive guard.
- Motor starters, VFD's and HOA switches, if required, except those mentioned above.
- Ladders, stairs, gratings and handrails, except those mentioned above.
- Excavation, backfill and any concrete design and installation.
- Any field repair, replacement, and uninstallation for the existing equipment.

- Any field installation. All equipment components are shipped loose to be installed by others.
- Any influent, effluent and sludge piping.
- Control Panel and programming.
- All field wiring and conduits, field wireways.
- Power, water, and labor for operating the equipment.
- Any field and laboratory testing except that described above.
- Field painting
- Sales taxes of any kind.
- Any equipment or service not specifically listed in this proposal.

TOTAL LOT PRICE \$87,900.00

Price Is:

- FOB truck nearest curb stop, jobsite, Haileybury, ON
- HST not included
- Terms: Net 30 days after receipt of invoices.
- Progress Payment Schedule: 10% with order, 15% after approval of shop drawing submittal, 70% upon delivery; 5% upon start-up or 120 days from shipment whichever occurs first.
- Delivery: 10 to 14 weeks after drawing approval
- Approval submission: 3-4 weeks
- Purchaser must be approved by our credit department
- Price valid for 30 days
- Napier-Reid Ltd. reserves its right to withhold equipment and/or services when payment is not received as per our terms, without penalty, not withstanding the terms and conditions in the purchaser' purchase order, tender specifications, or any other documents.
- In the event the purchase order is cancelled, Napier-Reid Ltd. reserves the right to receive reimbursement from the purchaser for all costs incurred up to the date of cancellation including design and restocking charges and a prorated portion of profits.

NAPIER-REID LTD.



Linda Chen (Ext: 264)
Project Manager
lindachen@napier-reid.com

Single / sole Source Justification

Attach this completed form to requisitions when competitive bids are not solicited.

Requested Single/Sole Source Supplier:

Company Name: Napier-Reid

Contact Name: Linda Chen

Address: 10-2 Alden Road

City: Markham

Prov: ON

Postal Code: L3R 2S1

Phone Number: 905-475-1545

E-mail: Linda Chen <lindachen@napier-reid.com>

<input type="checkbox"/> Sole Source (No other known source or the only source meeting specification requirements)	<input checked="" type="checkbox"/> Single Source (Only the designated Supplier is acceptable, others may exist)	<input type="checkbox"/> No Substitute (Specified item is required due to uniqueness, research continuity, etc.)
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**Description of
Product or Service:**

To supply material associated with the replacement of critical infrastructure within the Sedimentation Tank at the Haileybury Water Treatment Plant.

Estimated Cost: \$

87,900.00 + HST (Quotation)

Complete the following checklist:

A specific contractor is the only source of the required item because (check all that apply):

☐ The required items are **proprietary to the Contractor**

☒ A specific item is needed:

☒ To be compatible or interchangeable with existing hardware;

☐ As spare or replacement hardware;

☒ For the repair or modification of existing hardware, or

☒ For technical evaluation or test.

☐ There is a **substantial technical risk** in contracting with any other contractor (e.g. only one contractor has been successful to date in implementing a difficult manufacturing process.)

☐ For support services effort, there is no reasonable expectation that a meaningful cost or other improvement could be realized over the incumbent contractor's performance (e.g. the chances of another firm winning a competition are clearly remote).


Explain why the recommended company is the only company that can meet the requirement. Address the following: Are there any other companies who can do this job? What condition exists so that the recommended company has a significant advantage over any other company who can do this job?

It is important to sufficiently address the key reason for awarding an order without soliciting competitive bids. The rationale must be clear and convincing, avoiding generalities and unsupported conclusions.


Napier-Reid is a globally recognized engineering company specializing in design and manufacturing of high-quality and cost-effective water and wastewater treatment solutions for municipalities. They not only supply parts, but also have a support mechanism in place for the development of O&M manuals, commissioning and have committed support staff available throughout the project.

The City's Operating Authority, OCWA, has utilized Napier-Reid throughout the industry and highly recommends them as a source of expertise and parts supplier.

As a result, it is staff's recommendation to utilize Napier-Reid as the supplier of the material for the Sedimentation Tank Rehabilitation Project at the Haileybury Water Treatment Plant.

Requested by: 
Department Head

March 19/19
Date

Reviewed by: 
City Manager

March 19, 2019.
Date

Endorsed by: _____
Council

Date



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

Steve Burnett
Technical and Environmental
Compliance Coordinator

CITY OF TEMISKAMING SHORES
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0
P: 705-672-3363 E. 4132
F: 705-672-2911

Steve:

Over the past few years our concerns with regards to the deterioration of the sedimentation/Clarifier tank equipment at the Haileybury Water Treatment has come to reality. As you can understand that this is an integral part of the operations and we need to address these issues in the short term. I understand procurement processes need to be adhered to; but in these instances, experience and expertise is integral for the proper operations.

I would like to take this opportunity to recognize that Napier-Reid is a globally recognized engineering company with proven expertise in design and manufacture of high-quality, cost-effective water and wastewater treatment solutions for industries and municipalities. They not only supply parts for the work that needs to be utilized but create the O&M manuals needed for the general layout of the work as supplied by the Municipality. They create a support mechanism for Commissioning at start up and have engineering staff committed to the proper operations of the equipment supplied.

Creating an opportunity for a third party to just supply the parts needed, will result in an opportunity of error, increased cost overrun due to markup and no follow-up or commissioning where needed.

OCWA has utilized Napier Reid throughout the industry and highly recommends them as a source of expertise and parts supplier.

Spec and Sons; a reputable, affordable and reliable contractor that was utilized for the past decade or more, were in the process of quoting the work needed to be completed at the Haileybury Water Treatment Plant. They have since closed their doors due to retirement and have supplied us with their quote from Napier-Reid as they also sole sourced their equipment through them.

With this time sensitive work needed to keep the operations of the Haileybury Water Treatment plant ongoing, we are looking at a fall date due to the availability of the parts and delivery.

At this point in time, I would like to recommend that Napier-Reid be utilized as the sole provider of the parts needed for this project. OCWA; partnering with Temiskaming Shores, will be installing the parts and looking for the support of Napier Reid Engineers for commissioning and start up.

If you have any questions or concerns, please do not hesitate to contact me at your earliest convenience.

A handwritten signature in blue ink, reading "Victor Legault".

Victor Legault
Senior Operations Manager
OCWA

Subject: Centre and Edge Line Roadway
Marking Services

Report No.: PW-006-2019
Agenda Date: April 2, 2019

Attachments

Appendix 01: Tender Results

Appendix 02: Draft Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-006-2019;
2. That Council approves the award of the 2019 Centre and Edge Line Painting Services contract to *Midwestern Line Striping Inc.* at a cost of \$0.345 per metre of line marking and \$150 per hour for pre-marking, if required, plus HST;
3. That Council approves the extension of the Agreement to include Centre and Edge Line Painting Services, at the same unit prices, for the 2020 season; and
4. That Council directs staff to prepare the necessary by-law and agreement for consideration at the April 2, 2019 Regular Council meeting.

Background

Each year the City of Temiskaming Shores procures the services of qualified contractors for the supply and application of Roadway Centre and/or Edge Line Painting services at various locations within the City of Temiskaming Shores.

The work shall consists generally of retracing existing pavement markings comprised of centre line (yellow) and edge line (white) markings. The edge markings for the STATO Trail, along Lakeshore Road, are also included in this years' tender.

The Tender documents were prepared and Tender PWO-RFT-002-2019 was distributed to previous and known potential bidders and advertised on the City's web site, with closing date at 2:00 p.m. on March 4th, 2019.

Analysis

Several tender documents were viewed or distributed and only one (1) submission was received by the closing date, the results of which are summarized in the following table.

Bidder	Tender Amount	HST	Total
Midwestern Line Striping	\$31,395.00	\$4,081.35	\$35,476.35*

*Pre-marking at \$150 per hour is additional to the unit cost for line painting.

Midwestern has successfully completed similar projects for Temiskaming Shores and throughout Ontario and has demonstrated their ability to complete this work as intended. Although we have an opportunity to reach a much broader network of contractors through our web site, we were unable to obtain much interest from a distance. Prior to releasing the Request for Tender, we were aware that there had been a significant increase in the price of materials over the past year.

The tender was analysed for errors and/or omissions and was found to be correct and complete. The tendering process was in keeping with the City's Purchasing Policy (By-Law 2017-015).

The tendered unit prices have increased by approximately forty percent (40%) over the previous years' cost for the intended work and are considered to be within the industry norm. The tendered amount remains within the approved and allotted budget for roadway maintenance. Pre-marking is only required in areas where previously painted lines are not visible, or alignment has changed.

The tender documents included a provision for an optional additional year (2020) at the same unit cost per metre, however, given that additional lines centre and edge markings may be added from time to time, the total cost may increase slightly.

Relevant Policy / Legislation/City By-Law

- 2019 Public Works Operations Budget
- By-Law No. 2017-015, Procurement Policy, Section 10.3 Request for Tenders

Asset Management Plan Reference

N/A

Consultation / Communication

Administrative Report PW-006-2019, dated April 2nd, 2019

Financial / Staffing Implications

This item has been approved in the current budget: Yes ☒ No ☐ N/A ☐

This item is within the approved budget amount: Yes ☒ No ☐ N/A ☐

A total of \$40,000 was included in the 2019 Budget. The contract, inclusive of non-refundable HST, would total \$31,947.55, given the unit price tendered and quantities provided to the contractor and with no pre-marking required.

Alternatives

Based on the unit cost provided and the overall tender results, it is recommended that Council approve the addition of the of the optional year's work (2020) in conjunction with the 2019 agreement with Midwestern Line Striping Inc. at the fixed unit cost.

Submission

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

G. Douglas Walsh, CET
Director of Public Works

Christopher W. Oslund
City Manager

Document Title: **PW-RFT-001-2019 Roadway Line Painting**

Closing Date: **Tuesday, March 26, 2019**

Closing Time: **2:00 p.m.**

Department: **Public Works**

Opening Time: 2:00 pm

Submission Pricing

Bidder: Midwestern Line Striping

Centre Line (50,000 m):	<u>.345 / 17,250.⁰⁰</u>
Edge Line (41,000 m):	<u>.345 / 14,145.⁰⁰</u>
Sub-Total:	<u>31,395.⁰⁰</u>
HST:	<u>4,081.35</u>
Total:	<u>\$ 35,476.35</u>

Bidder:

Centre Line (50,000 m):	
Edge Line (41,000 m):	
Sub-Total:	
HST:	
Total:	

Bidder:

Centre Line (50,000 m):	
Edge Line (41,000 m):	
Sub-Total:	
HST:	
Total:	

Bidder:

Centre Line (50,000 m):	
Edge Line (41,000 m):	
Sub-Total:	
HST:	
Total:	

Bidder:

Centre Line (50,000 m):	
Edge Line (41,000 m):	
Sub-Total:	
HST:	
Total:	

Bidder:

Centre Line (50,000 m):	
Edge Line (41,000 m):	
Sub-Total:	
HST:	
Total:	

Note: All offered prices are offers only and subject to scrutiny. Submissions will be reviewed for errors, omissions and accuracy by municipal staff prior to any awarding. All proponents whether successful or not will be notified of results, in writing at a later date.

Attendees:

Print Name

Linda McKnight
Alicanna Miserer
Dave Trean
Dave Wares

Representing

C of T.S.
" "
" "
" "

Signature

Linda McKnight
Alicanna Miserer
Dave Trean
Dave Wares

The Corporation of the City of Temiskaming Shores

By-law No. 2019-000

**Being a by-law to enter into an agreement with Midwestern
Line Striping Inc. for the provision of Roadway Centre and
Edge Line Painting Services by means of specialized
striper equipment.**

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to responds to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Administrative Report No. PW-006-2019 at the April 2, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to enter into a two (2) year agreement with Midwestern Line Striping Inc. for Roadway Centre and Edge Line Painting Services for consideration at the April 2nd, 2019 Regular Council meeting;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Midwestern Line Striping Inc. for Roadway Centre and Edge Line Painting Services at the unit cost of \$0.345 per linear metre plus applicable taxes as well as \$150/hr of line marking where needed, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 2nd day of April 2019.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule “A” to

By-law 2019-000

Agreement between

The Corporation of the City of Temiskaming Shores

and

Midwestern Line Striping Inc.

for the Centre and Edge Line Painting Services

This agreement made in duplicate this 2nd day of April 2019.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

And:

Midwestern Line Striping Inc.
(hereinafter called "the Contractor")

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

ARTICLE I:

The Contractor will:

- a) Provide all material and perform all work described in the Tender Documents entitled:

**Corporation of the City of Temiskaming Shores
Roadway Centre / Edge Line Painting Services
Tender No. PWO-RFT-002-2019**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents, and
- c) Complete, as certified by the Director, all the work by **July 31st, of each year (2019 & 2020).**

ARTICLE II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid at a unit rate of \$0.345/linear metre of line paint plus applicable taxes, as well as \$150/hour plus applicable taxes for pre-marking when necessary subject to additions and deductions as provided in the Contract Documents attached hereto as Appendix 01.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such Invoice.

ARTICLE III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents, as fully to all intents and purposes as though recited in full herein.

ARTICLE IV:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Contractor:

Midwestern Line Striping Inc.
P.O. Box 159
Clarksburg, Ontario
N0H 1J0

The Director:

The Director of Public Works
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Owner:

City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

Remainder of Page left blank intentionally

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in
the presence of

Contractor’s Seal

Midwestern Line Striping Inc.

President – Sharon Barbottie

Witness – Signature

Name: _____

Title: _____

**Corporation of the City of
Temiskaming Shores**

Municipal Seal

Mayor – Carman Kidd

Clerk – David B. Treen



Appendix 01 to
Schedule “A” to

By-law No. 2019-000

Form of Agreement



Form of Tender

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Tender. I/We understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labour, apparatus and documentation as are required to satisfy this Tender.

NOTE: All portions of "Form of Tender" must be accurately and completely filled out.

Section 1

ITEM	QUANTITY	DESCRIPTION	QUOTED BID PRICE PER LM	TOTAL
1	50,000 linear meters	50,000 linear metres commencing at north boundary limits of Temiskaming Shores and ending at southern boundary limit shall be pre-marked and painted in yellow centre line.	0.345	\$ 17,250.00
2	41,000 linear meters	41,000 linear metres commencing at north boundary limits of Temiskaming Shores and ending at southern boundary limit shall be pre-marked and painted in white edge line.	0.345	\$ 14,145.00
			SUB TOTAL	31,395.00
			H.S.T.	4,081.35
			TOTAL	35,476.35

Final payment will be made for actual linear meters applied and further proven by a calibrated measuring device provided by the Contractor and incorporated into the zone striping equipment and forming part of the operation process.

Page 1 of 6 to be submitted




I/We SHARON HARBOTTIE OF
MIDWESTERN LINE STRIPING INC. offer to supply the requirements stated within.

the corresponding total cost of \$ 35,476.35 Tax included.

I/We hold the prices valid for 30 (thirty) days from submission date.

I/We will deliver the required services / equipment within 30 calendar days from receiving a signed order. (Weather permitting)

The specifications have been read over and agreed to this 14 day of MARCH 2019

Company Name <u>MIDWESTERN LINE STRIPING INC.</u>	Contact name (please print) <u>SHARON HARBOTTIE</u>
Mailing Address <u>Box 159</u> <u>CLARKSBURG, ONTARIO</u>	Title <u>PRESIDENT</u>
Postal Code <u>N0H1J0</u>	Authorizing signature  "I have the authority to bind the company/corporation/partnership."
Telephone <u>519.599.2775</u>	Fax <u>519.599.4578</u>
Cell Phone if possible <u>BOB CEASER 705.446.6004</u>	Email <u>midwestern@roadpainting.ca</u>

Page 2 of 6 to be submitted

**City of Temiskaming Shores****PWO-RFT-002-2019
Roadway Line Painting****Non Collusion Affidavit**

① We SHARON HARBOTTIE OF
MIDWESTERN LINE STRIPING INC. the undersigned, am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

Such Bid is genuine and is not a collusive or sham Bid.

Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed Bid.

The price or prices quoted in the attached Bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The Bid, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at CLARKSBURG this 14 day of MARCH, 2019

Signed

Company Name

MIDWESTERN LINE STRIPING INC.

Title

PRESIDENT



**City of Temiskaming Shores
PWO-RFT-002-2019
Roadway Line Painting**

Conflict of Interest Declaration

Please check appropriate response:

- ☒ I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- ☐ The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this quotation submission, our Company ~~has~~ / has no (strike out inapplicable portion) knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at CLARKSBURG this 14 day of MARCH, 2019.

Firm Name MIDWESTERN LINE STRIPING INC

Bidder's Authorization Official SHARON HARBOTTLE

Title PRESIDENT

Signature 

Page 4 of 6 to be submitted



**City of Temiskaming Shores
PWO-RFT-002-2019
Roadway Line Painting**

SCHEDULE "A" - LIST OF PROPOSED SUB-CONTRACTORS

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)
NO SUBCONTRACTORS REQUIRED ON THIS CONTRACT.		

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

SHARON HARBOITC

Printed

Signed

Page 5 of 6 to be submitted

**Schedule "B"****Accessibility for Ontarians with Disabilities Act, 2005 Compliance Agreement**

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the *Accessibility for Ontarians with Disabilities Act, 2005*. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name SHARON HARBOTTIE Company Name MIDWESTERN LINE STRIPING INC

Phone Number 519-599-2775 Address BOX 159 CLARKSBURG, ON N0H 1J0

I, SHARON HARBOTTIE, declare that I, or my company, are in full compliance with

Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*.

I, _____, declare that I, or my company, are not in full compliance

with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at www.gov.on.ca/mcss/serveability/splash.html.

Date: MARCH 14/19.

Subject: Tender Award – Miller Paving
Crushing & Stockpiling Granular M

Report No.: PW-007-2019
Agenda Date: April 2, 2019

Attachments

Appendix 01: Tender Results

Appendix 02: Draft Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-007-2019, particularly Appendix 01 – Opening Results and Appendix 02 - Draft Agreement;
2. That as outlined in By-law No. 2017-015, Procurement Policy, Section 6, Approval Authority, Council approves the award of the Crushing and Stockpiling of Granular “M” in the Contractors Pit location contract to *Miller Paving Limited* at a unit price of \$6.35per tonne (with a maximum of 12,000 tonnes) plus HST; and
3. That Council directs staff to prepare the necessary by-law and agreement for the said contract for consideration at the April 2, 2019 Regular Council meeting.

Background

Each year the City of Temiskaming Shores procures the services of qualified contractors for the supply, crushing and stockpiling of granular material for use in the maintenance operations at various locations within the City of Temiskaming Shores.

The work generally consists of supplying of granular material in a desired quantity, to be crushed, hauled and stockpiles in specified locations as and where directed by City staff. In previous years 10,000 to 15,000 tonnes of material have been purchased.

Previously, the City accepted tenders for the crushing of Granular M to be produced and stockpiled in the City owned source on Dump Road, Bucke Township, however, due to concerns that the material would not meet specifications and based on the tendered prices, the City has since reverted to obtaining the material through the tendering process from local suppliers and stockpiled at the source or at a designated site within the municipality.

On or about March 6, 2019 the City distributed a Request for Tender (PWO - RFT- 003-2019) for the crushing and stockpiling of 12,000 tonnes of Granular M in the Contractors Pit location in hopes of obtaining a more competitive and budget friendly price. The documents were provided to previous and known potential bidders with closing date at 2:00 p.m. on March 26th, 2019.

Analysis

Five (5) RFT documents were distributed and three (3) responses were received by the closing date.

Supplier	Unit Price	Tender Amount	HST	Total
Miller Paving	\$6.35	\$76,200.00	\$9,906.00	\$86,106.00
Caldwell Sand & Grvl.	\$6.40	\$76,800.00	\$9,984.00	\$86,784.00
A. Miron Topsoil	\$7.78	\$93,360.00	\$12,136.80	\$105,496.80

Miller Paving Limited has successfully completed similar projects for Temiskaming Shores and throughout Northern Ontario and has demonstrated the ability to complete this work as intended.

The tender was analysed for errors and/or omissions and were found to be correct and complete. The acquisition process was in keeping with the City's Procurement Policy (By-Law 2017-015).

Based on the 2019 approved Operations Budget, it is recommended that consideration be given towards increasing the quantity to be supplied by the successful proponent to 12,000 metric tonnes.

Relevant Policy / Legislation/City By-Law

- 2019 Public Works Operations Budget
- By-Law No. 2017-015, Procurement Policy, Section 10.3 Request for Tenders

Asset Management Plan Reference

N/A

Consultation / Communication

Administrative Report No. PW-007-2019, dated April 2nd, 2019

Financial / Staffing Implications

This item has been approved in the current budget: Yes ☒ No ☐ N/A ☐

This item is within the approved budget amount: Yes ☒ No ☐ N/A ☐

The approved 2019 budget allocation for loose-top maintenance is \$125,000.00 and at this point in time, there has been nothing charged to that account.

Based on a unit cost of \$6.35 per tonne and the tender estimate quantity of 12,000 metric tonnes, including the non-refundable HST, the cost for Granular “M” material would be approximately \$74,882.08 leaving \$50,117.92 within the approved budget allocation. It is recommended that the quantity to be supplied remain at 12,000 metric tonnes for the supply and stockpile of Granular “M” for 2019.

Staffing implications related to this matter are limited to normal administrative functions and duties and verifying final quantities.

Alternatives

1. Award the tender based on the original tendered amount of 12,000 tonnes. (recommended)
2. Award the tender based on increasing the tender quantity to 15,000 tonnes.

Submission

Prepared by:

Reviewed and submitted for
Council’s consideration by:

“Original signed by”

“Original signed by”

G. Douglas Walsh, CET
Director of Public Works

Christopher W. Oslund
City Manager

Document Title: **PWO-RFT-003-2019 Supply & Stockpile of Granular "M"**

Closing Date: **Tuesday, March 26, 2019**

Closing Time: **2:00 p.m.**

Department: **Public Works**

Opening Time: 2:00 pm

Submission Pricing

Bidder: Miller Paving

12,000 T – Gran M:	\$ 6.35 / 76,200 ⁰⁰
HST:	9,906. ⁰⁰
Total:	\$ 86,106. ⁰⁰

Bidder:

12,000 T – Gran M:	
HST:	
Total:	

Bidder: Arvin Caldwell Sand & Gravel

12,000 T – Gran M:	6.40 / 76,800 ⁰⁰
HST:	9,984. ⁰⁰
Total:	\$ 86,784. ⁰⁰

Bidder:

12,000 T – Gran M:	
HST:	
Total:	

Bidder: A. Miron Topsoil

12,000 T – Gran M:	7.78 / 93,360. ⁰⁰
HST:	12,136. ⁸⁰
Total:	\$ 105,496. ⁸⁰

Bidder:

12,000 T – Gran M:	
HST:	
Total:	

Note: All offered prices are offers only and subject to scrutiny. Submissions will be reviewed for errors, omissions and accuracy by municipal staff prior to any awarding. All proponents whether successful or not will be notified of results, in writing at a later date.

Attendees:

Print Name

Representing

Signature

Jessica Caldwell
Arianna Misener
Dave Trean
Dana Waresit
Linda McKnight

A. Caldwell Sand
City of Temiskaming Shores
"
"
"

J Caldwell
A. Caldwell
D. Trean
D. Waresit
L. McKnight

The Corporation of the City of Temiskaming Shores

By-law No. 2019-000

Being a by-law to enter into an agreement with Miller Paving Limited for the Crushing and Stockpiling of Granular “M” at their Source

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality’s ability to responds to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Administrative Report No. PW-007-2019 at the April 2, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Miller Paving Limited for the Crushing and Stockpiling of Granular “M” for consideration at the April 2, 2019 Regular Council meeting;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Miller Paving Limited Crushing and Stockpiling of a maximum 12,000 tonne of Granular “M” at the unit cost of \$6.35 per tonne plus applicable taxes, a copy of which is attached hereto as Schedule “A” and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 2nd day of April 2019.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule “A” to

By-law 2019-000

Agreement between

The Corporation of the City of Temiskaming Shores

and

Miller Paving Limited

for the Crushing and Stockpiling of Granular “M”

This agreement made in duplicate this 2nd day of April 2019.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

And:

Miller Paving Limited
(hereinafter called "the Contractor")

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

Article I:

The Contractor will:

- a) Provide all material and perform all work described in the Contract Documents entitled:

**Corporation of the City of Temiskaming Shores
Crushing and Stockpiling of Granular "M"
TENDER No. PWO-RFT-003-2019**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement attached hereto as Appendix 01; and
- c) Complete, as certified by the Director, all the work by **May 31st, 2019.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid at a unit cost of Six Dollars and Thirty-five Cents (\$6.35) per tonne plus applicable taxes subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a

failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Contractor:

Miller Paving Limited
P.O. Box 248
New Liskeard, Ontario
P0J 1P0

The Owner:

City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Director:

The Director of Public Works
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

Remainder of this page left blank intentionally

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Contractor's Seal)

Miller Paving Limited

Senior Manager, Estimating & Contracts – Britt Herd

Witness - Signature

Print Name: _____

Title: _____

Municipal Seal)

**Corporation of the City of
Temiskaming Shores**

Mayor – Carman Kidd

Clerk – David B. Treen



Appendix 01 to
Schedule “A” to
By-law No. 2019-000
Form of Agreement

Form of Tender

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

The Contractor has carefully examined the Provisions, Plans, Specifications and OPS General Conditions of Contract referred to in the schedule of provisions, The Contractor understands and accepts the said Provisions, Plans, Specifications and General Conditions and, for the prices set forth in the Tender, hereby offer to furnish all machinery tools, apparatus and other means of construction, furnish all material, except as otherwise specified in the contract. The work must be completed in strict accordance with the Provisions, Plans, Specifications and General Conditions referred to in the said schedule.

All prices shall be inclusive of all costs such as but not limited to the cost of the goods/ services, overhead and profit, shipping and any other costs but net of taxes. Taxes on the total costs should be shown separately.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Tender. I/We understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labour, apparatus and documentation as are required to satisfy this Tender.

NOTE: All portions of "Form of Tender" must be accurately and completely filled out.

ITEM #	MATERIAL	QUANTITY	UNIT PRICE	TOTAL
1	GRANULAR "M" 5/8 as per OPSS 1010, crush and stockpile at Contractors location within 5 kms of Temiskaming Shores.	12,000 tonnes	\$6.35	\$76,200.00
SUB-TOTAL:				\$ 76,200.00
HST:				\$9.906.00
TOTAL				\$86,106.00

Page 1 of 6 to be submitted

I/We **Miller Paving Limited** offer to supply the requirements stated within.

The corresponding total cost of \$ **86,106.00** Tax included.

I/We guarantee the availability of the required materials stockpiled at the Contractors location considered to be **Firstbrook Put** pit, located within 5 kms of the outside boundaries of Temiskaming Shores.

I/We hold the prices valid for 30 (thirty) days from submission date.

I/We shall endeavor to complete the work by **May 31st, 2019**.

The specifications have been read over and agreed to this **26th** day of **March** 2019

Company Name Miller Paving Limited	Contact name (please print) Britt Herd
Mailing Address Box 248 New Liskeard, ON	Title Senior Manager, Estimating & Contracts
Postal Code P0J 1P0	Authorizing signature  "I have the authority to bind the company/corporation/partnership."
Telephone 705-647-4331	Fax 705-647-3611
Cell Phone if possible 705-648-5428	Email britt.herd@millergroup.ca

**City of Temiskaming Shores
PWO-RFT-003-2019
Supply and Stockpile Granular M**

Non Collusion Affidavit

I/ We Miller Paving Limited the undersigned, am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

Such Bid is genuine and is not a collusive or sham Bid.


Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed Bid.

The price or prices quoted in the attached Bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The Bid, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at New Liskeard this 26th day of March, 2019.

Signed



Company Name

Miller Paving Limited

Title

Senior Manager, Estimating & Contracts

Page 3 of 6 to be submitted

**City of Temiskaming Shores
PWO-RFT-003-2019
Supply and Stockpile Granular M**

Conflict of Interest Declaration

Please check appropriate response:

- ☒ I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- ☐ The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this quotation submission, our Company has / has no *(strike out inapplicable portion)* knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at New Liskeard this 26th day of March, 2019.

Firm Name Miller Paving Limited

Bidder's Authorization Official Britt Herd

Title Senior Manager, Estimating & Contracts

Signature 

Page 4 of 6 to be submitted

**City of Temiskaming Shores
PWO-RFT-003-2019
Supply and Stockpile Granular M**

SCHEDULE "A" - LIST OF PROPOSED SUB-CONTRACTORS

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Britt Herd

Printed



Signed

Page 5 of 6 to be submitted

Schedule "B"**Accessibility for Ontarians with Disabilities Act, 2005 Compliance Agreement**

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the *Accessibility for Ontarians with Disabilities Act, 2005*. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name Britt Herd Company Name Miller Paving Limited

Phone Number 705-647-4331 Address 704024 Rockley Road New Liskeard

I, Britt Herd, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*.

I, _____, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at www.gov.on.ca/mcss/serveability/splash.html.

Date: March 26, 2019

Page 6 of 6 to be submitted

Schedule "D" - Performance Evaluation (for City Use only)

Vendor's Name			Telephone
Address			Postal Code
Vendor's Representative			
Contract Description; PWO-RFT-003-2019 Supply and stockpile Granular M			
Awarded Contract Value			Actual Contract Value
Cost Centre	District/Region/Branch	City Contact Person; Doug Walsh	Division; Public Works
Scheduled Start; Date of Individual Council Resolution	Actual Start;	Scheduled Completion; May 31, 2019	Actual Completion

Performance Rating

O-Outstanding G-Good F-Fair P-Poor	Rate	Comments
1. Quality of Work Performed		
2. Ability of Employees used for work		
3. Scheduling and Coordination		
4. Availability of Equipment and Employees		
5. Equipment/Procurement & Delivery		
6. Condition and Suitability of Equipment		
7. Cooperation of Municipality and Employees		

8. Cooperation with outside Agencies		
9. Conformity to Pertinent Acts and Regulations		
10. Safety (Overall)		
11. Quality of Supervision		
12. General Housekeeping		
13. Responses to Unplanned Changes		
14. Other (Specify)		
Causes for Delays (if any)		
Liquidated Damages (itemize)		

*

Future Recommendations: Provider recommended for future work	Yes	No (explain)
Comments:		
Department Director	Date	
Title	Project Coordinator	
Company Representative		

* To be completed at the end of the service period

Memo

To: Mayor and Council
From: Tammie Caldwell, Director of Recreation
Date: April 2, 2019
Subject: By-law No. 2012-039 Schedule of Departmental User Fee's
Attachments: Fee Schedule Amendment

Mayor and Council:

At the regular meeting of Council of February 19, 2019 Council passed By-law No. 2019-033 being a by-law to amend By-law No. 2012-039 as amended, being a by-law to adopt Schedules of Departmental user Fees and Services for the City of Temiskaming Shores - Schedule 'D' Recreation Fees.

Three of the fees were inadvertently omitted in the final document and staff is recommending that Council amend By-law No. 2012-039 to include the following:

- | | |
|---|--|
| 1. Family Pool Admission Rate | \$11.06 + HST |
| 2. Northern Loons Swim Club Rental Rate | \$30.00/hr + HST |
| 3. 8 class swim lesson Rate Resident | |
| 8 class ½ hour | \$43.20 |
| 8 class ¾ hour | \$48.00 |
| 8 class 1 hour | \$64/45 |
| 8 class family rate (3 children) | \$107.60 (3 children in ½ hour class) |
| 8 class family rate | \$139.20 (1 child in 1 hr and 2 in ½ hr class) |

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Tammie Caldwell
Recreation Director

Christopher W. Oslund
City Manager

The Corporation of the City of Temiskaming Shores

By-law No. 2019-000

**Being a by-law to amend By-law No. 2012-039, as amended
being a by-law to adopt Schedules of Departmental User Fees
and Services for the City of Temiskaming Shores – Schedule
“D” Recreation Fees**

Whereas Section 391(1) of the Municipal Act S.O. 2001, c. 25, as amended, authorizes the Council of a local municipality to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and for the use of its property including property under its control;

And whereas the Council of The Corporation of the City of Temiskaming Shores adopted By-law No. 2012-039 on April 3, 2012 to adopt Schedules of Departmental User Fees and Service Charges for the City of Temiskaming Shores;

And whereas Council considered Memo No. 007-2019-RS at the April 2, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law 2012-039 (Fees By-law) to include various pool rates for consideration at the April 2, 2019 Regular Council meeting;

Now therefore The Corporation of the City of Temiskaming Shores enacts the following as a by-law:

1. That Schedule “D” to Fees By-law No. 2012-039, as amended be further amended to include the following highlighted & underlined rates:

Facility	Adult	Youth / Senior/Student	Family
Pool	\$ 4.43	\$ 3.54	<u>\$11.06</u>

Northern Loons Swim Club	<u>\$30.00 / hour</u>
--------------------------	------------------------------

Arthritic Program (Physician approval required)	\$ 3.32
<u>Swimming Lessons ½ hour class (8 classes)</u>	<u>\$ 43.20</u>
<u>Swimming Lessons ¾ hour class (8 classes)</u>	<u>\$ 48.00</u>
<u>Swimming Lessons 1 hour class (8 classes)</u>	<u>\$ 64.45</u>
<u>Family Rate ½ hour class (8 classes – 3 children)</u>	<u>\$ 107.60</u>
<u>Family Rate (8 classes – 1 child in 1 hr & 2 in ½ hr class)</u>	<u>\$ 139.20</u>
Swimming Lessons ½ hour class (9 classes)	\$ 48.60

2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the by-law and schedule

as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

Read a first, second and third time and finally passed this 2nd day of April, 2019.

Mayor – Carman Kidd

Clerk – David B. Treen

Memo

To: Mayor and Council
From: Tammie Caldwell, Director of Recreation
Date: April 2, 2019
Subject: Tri-Town Ski & Snowboard Village – Frog’s Breath Application
Attachments: None

Mayor and Council:

The municipality received an email from the Tri-Town Ski & Snowboard Village requesting the municipality sponsor their funding application to the Frog’s Breath Foundation in the amount of \$50,000 to assist in purchasing a replacement Snow Groomer.

As per the municipal Charitable Sponsorship Policy, staff has assessed the request and recommends that:

Council for the City of Temiskaming Shores approve the request from the Tri-Town Ski & Snowboard Village requesting the municipality sponsor their funding application to the Frog’s Breath Foundation in the amount of \$50,000 to assist in purchasing a replacement Snow Groomer.

Prepared by: _____ Reviewed and submitted for
Council’s consideration by:

“Original signed by”

“Original signed by”

Tammie Caldwell
Director of Leisure Services

Christopher W. Oslund
City Manager

Memo

To: Mayor and Council
From: Tammie Caldwell, Director of Recreation
Date: April 2, 2019
Subject: Haileybury Golf Club – Frog’s Breath Application
Attachments: Letter of Request

Mayor and Council:

The municipality received an email from the Haileybury Golf Club requesting the municipality sponsor their funding application to the Frog’s Breath Foundation in the amount of \$20,000 to assist in purchasing a replacement rough mower

As per the municipal Charitable Sponsorship Policy, staff has assessed the request and recommends that:

Council for the City of Temiskaming Shores approve the request from the Haileybury Golf Club requesting the municipality sponsor their funding application to the Frog’s Breath Foundation in the amount of \$20,000 to assist in purchasing a rough mower.

Prepared by:	Reviewed and submitted for Council’s consideration by:
--------------	---

“Original signed by”

Tammie Caldwell
Director of Leisure Services

“Original signed by”

Christopher W. Oslund
City Manager

Memo

To: Mayor and Council
From: Tammie Caldwell, Director of Recreation
Date: April 2, 2019
Subject: New Liskeard Figure Skating Club – Frog’s Breath Application
Attachments: None

Mayor and Council:

The municipality received a letter from the New Liskeard Figure Skating Club requesting the municipality sponsor their funding application to the Frog’s Breath Foundation in the amount of \$8,000 to assist in purchasing sound equipment.

As per the municipal Charitable Sponsorship Policy, staff has assessed the request and recommends that:

Council for the City of Temiskaming Shores approve the request from the New Liskeard Figure Skating Club requesting the municipality sponsor their funding application to the Frog’s Breath Foundation in the amount of \$8,000 to assist in purchasing sound equipment.

Prepared by: _____ Reviewed and submitted for
Council’s consideration by:

“Original signed by”

“Original signed by”

Tammie Caldwell
Director of Leisure Services

Christopher W. Oslund
City Manager

Subject: Culinary Tourism Strategy

Report No.: CS-015-2019

Agenda Date: April 2, 2019

Attachments

Appendix 01: Lake Temiskaming Tour Product Development Narrative

Recommendation

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-015-2019; and
2. That Council adopts the One Lake, Two Provinces, Three Cultures enhanced Lake Temiskaming Tour product development narrative report prepared by the Culinary Tourism Alliance.

Background

The Lake Temiskaming Tour is a tourism product showcasing all of the tourism assets of the region from Mattawa and North Bay in the South, to Temiskaming Shores in the North as well as those on the Quebec side of Lake Temiskaming. The program sees all of the communities from throughout the region all provide financial support to grow tourism spending around the entire area.

In 2018, the City partnered with Fed Nor for the Building Ties project that we took over from the Chamber of Commerce. The City also partnered with local stakeholders and Destination Northern Ontario to create a new food tourism product within the region.

Analysis

One Lake, Two Provinces, Three Cultures is a product development narrative for an enhanced Lake Temiskaming Tour, also referred to as Lake Temiskaming Tour 2.0.

This report is the outcome of a highly participatory collaborative process that engaged stakeholders from Temiskaming Shores and across the broader region. This project was made possible through the support from Destination Northern Ontario, FedNor, NOFIA, South Temiskaming Community Futures Development Corporation and the member municipalities of the Lake Temiskaming Tour program.

There is a real opportunity to enhance the existing tour through food tourism. As both an agricultural and wilderness area, Temiskaming and the broader region have a diversity or unique local food tourism products to showcase to visitors. Tying food and drink into the tour must be deliberate and strategic, focusing on tastes and experiences that reflect the history, heritage, culture, seasons and landscape of the region. Food components must complement existing regional tourism assets including, nature-based activities as well as local festivals and events.

Revising tour itineraries based on criteria for business participation will help to ensure visitor satisfaction. It is anticipated that the tour enhancement will contribute to local economic development by attracting new target markets including international visitors, and encouraging current visitors to stay longer and spend more. By encouraging visitor spend on local food and drink products as well as supporting agritourism, the enhanced tour will simultaneously play an important role in the long-term viability of local food systems.

It is recommended that we continue to work with the Culinary Tourism Alliance and our funding partners to assist in implementing the strategy in our region.

Financial / Staffing Implications

This item has been approved in the current budget: Yes ☒ No ☐ N/A ☐

This item is within the approved budget amount: Yes ☒ No ☐ N/A ☐

Total cost of the culinary strategy was \$31,500. 90% of this cost was covered by our funding partners, Destination Northern Ontario and FedNor. The remaining 10% was supported by the member municipalities of the Lake Temiskaming Tour program.

Costs to implement the culinary tourism strategy will include the following and will be supported again by the partners above:

- Planning and development of the enhanced tour, including tour options.
- Human resources to coordinate tour planning and delivery with businesses.
- Capacity-building and market-readiness training.
- Marketing and promotions (e.g. development and management of website and wayfinding infrastructure.)

Alternatives

No alternatives were considered in the preparation of this report.

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ONE LAKE, TWO PROVINCES, THREE CULTURES

**ENHANCED LAKE TEMISKAMING TOUR
PRODUCT DEVELOPMENT NARRATIVE**

DECEMBER 2018

ACKNOWLEDGEMENTS

This report is the outcome of a highly participatory collaborative process that engaged stakeholders from across Temiskaming Shores and the broader region. Thank you to everyone who contributed their time, energy, and effort to this important work.

Special thanks go to members of the task force formed to support the research and scoping effort, including Pamela Hamel of Foods by Nature, Gerry Brandon of L'Autochtone, and Stephanie Vanthof from the Northern Ontario Farm Innovation Alliance.

The operational team for this project included James Franks and Natalie Chartrand at the City of Temiskaming Shores, and Pat Forrest of Destination Northern Ontario. Many thanks for your insights, input, and feedback throughout the process.

This project was made possible through generous support from the following organizations:



SOUTH TEMISKAMING SUD
Community Futures Development Corporation
Société d'aide au développement des collectivités



The Culinary Tourism Alliance (CTA) is an Ontario-based not-for-profit organization devoted to bridging the gap between the food & drink and travel industries.

The research for and development of this report was undertaken by CTA's Grow Food Tourism team, including: Trevor Benson, Caroline Morrow, Camilo Montoya-Guevara, and Nalisha Sankreacha.

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1. EXECUTIVE SUMMARY

One Lake, Two Provinces, Three Cultures is a product development narrative for an enhanced Lake Temiskaming Tour, also referred to as Lake Temiskaming Tour 2.0¹. With leadership from the City of Temiskaming Shores and support from Destination Northern Ontario, food tourism research and scoping work began, the goal of which was to explore the development of a food tourism product for the broader region. Specific objectives included engaging stakeholders from across the region, assessing high potential product ideas, selecting one food tourism concept to develop, as well as preparing the foundation for its development. The abovementioned objectives addressed the central question: What one food tourism product should the community develop?²

OVERVIEW OF OPPORTUNITIES

Visitors are attracted to Temiskaming Shores and the broader region for many reasons, including visiting friends and relatives, experiencing nature, touring the area on a motorcycle, car, or RV, as well as attending sports tournaments or agricultural events. At present, food and drink are not primary attractors to the region; however, the rich history, heritage, and culture behind the region's food assets can be leveraged to develop or enhance other tourism assets including, products and experiences that drive demand. Furthermore, by increasing the demand for local food and drink, and providing additional channels for its consumption, food tourism contributes to the long-term sustainability of local agriculture, food systems, community-building, and economic development.

The food and drink that is grown, raised, harvested, and produced in the Temiskaming Shores region is prepared and experienced in different ways by the region's three main cultural groups (Indigenous, Francophone, and Anglophone) along with other growing communities, including the Mennonite community. It is the unique combination of various elements, including products and ingredients, experiences and events, and specific ties to culture and heritage that truly define the region's foodways. Contextualized by its history, heritage, and culture, and stimulated by new food and drink production in the area, including cider and greenhouse vegetables, the foodways of Temiskaming Shores and the broader region can help to grow food tourism as a meaningful economic contributor to communities around the lake.

¹ This name is a place holder to be further developed as part of the product implementation process

² For more on the Research Questions and Methodology please see pg. 7-8.

PRODUCT DEVELOPMENT RATIONALE

The food tourism community expressed a strong preference for enhancing an existing tourism asset through food and drink over developing a new food tourism product, and so supports the development of Lake Temiskaming Tour 2.0. The revamped Lake Temiskaming Tour will help to build new and strengthen existing ties between communities in the region and their unique food and drink offerings and experiences. It also has the potential to increase awareness around and the purchasing of local food and drink.³

The Lake Temiskaming Tour offers a unique way of exploring the region. The current tour includes the opportunity to experience three cultures and language groups, numerous heritage and historic sites, as well as enjoy a near-constant view of the water. Unlike other parts of Northern Ontario and Quebec, Temiskaming boasts both natural and agricultural landscapes and assets. In order to leverage these, it is important that the new version of the tour showcases these elements. Similarly, the region's rich history and cultural heritage should be featured prominently. Food and drink can easily be tied into the natural, agricultural, and cultural assets of the region. While on Lake Temiskaming Tour 2.0, visitors should have access to food and drink that reflects the three main cultural groups along with local agricultural products and wild-foraged foods.

ANTICIPATED OUTCOMES

- The Lake Temiskaming Tour is enhanced through food and drink
- Visitors and locals have meaningful food and drink experiences in the region
- Visitor and locals are more aware of food and drink experiences in the region
- Increased visitation to the region
- Key visitor segments in Northern Ontario are attracted by the tour's outdoor, cultural and food and drink experiences
- Visitors to the region are staying longer and spending more
- The food and drink spend is being localized
- Tourism dollars are being spread across a variety of businesses in the region
- There is greater collaboration between local businesses and across the region
- More local ambassadors for Temiskaming and regional tourism assets

³ For more on policy alignments see pg. 22-23. For comparator destinations see Appendix 6.2

IMPLEMENTATION CONSIDERATIONS

Recommended actions for enhancing the tour include developing several tour options. Each option would have a clear food and drink offering woven through and be based on a theme that resonates with one of the target market segments; for example, health and wellness, natural wonders, fun and family-friendly. The target markets for Lake Temiskaming Tour 2.0 are varied and may include specific market segments from Ontario and Quebec, especially those visiting friends and family, including nature focussed travellers and soft adventurers (see Table 5, Business Model Canvas). Of key importance is attracting visitors from out of town to participate in the tour; however, participation from residents across the region is also key because it develops pride in place and helps develop local ambassadors. An important future target market is the international visitor, who tends to stay longer and spend more on products and services, thus increasing economic impact.⁴

Lake Temiskaming Tour options will include stops based on seasonal offerings. In other words, the tour routes may change depending on the assets available during each season. Several quintessentially-Temiskaming experiences are only available at specific times, and this can be played as a strength. For example, winter activities might include walking or ice-fishing on frozen Lake Temiskaming and eating hearty stews or pies while hiking. Whereas, enjoying a craft brew at North on Tap, or boating across the lake will likely take centre stage during the summer. As part of the planning and packaging of each option, information should be included about which modes of transportation are most appropriate (e.g. car, RV, or motorcycle, snowshoes, snowshoes, snowmobile etc.).⁵ A seasonally differentiated Lake Temiskaming Tour means that event schedules can be featured on the route and used to attract visitors. Map variations may include seasonal event information to facilitate trip-planning or encourage multi-night stays. Lake Temiskaming Tour 2.0 will tie into tastes and experiences offered by various businesses in the food tourism value chain. The implementation process will also be poised to engage and benefit diverse tourism stakeholders from across the broader region while showcasing complementary products and experiences, such as events and cultural heritage attractions.

⁴ For more on tourism trends in Canada and Northeastern Ontario, see pg. 15-16.

⁵ For more on Comparators, see Appendix 6.2.

Enhancements

To successfully enhance the Lake Temiskaming Tour through food and drink, some planning considerations should be noted, including encouraging business participation, ensuring market-readiness, and streamlining storytelling. To start, the value of Lake Temiskaming Tour 2.0 will need to be clearly articulated to ensure business participation. One way to do this is to target participation to businesses that clearly align with the vision for the enhanced tour. Insights from destinations that have implemented comparable tours will assist with this. Businesses also need to be market-ready and able to deliver on visitor expectations. New participation criteria will need to be developed for businesses (e.g. adhere to operational hours, storytelling requirements, etc.) to ensure that visitors are guaranteed a minimum level of service and satisfaction. Criteria will also help to ensure that visitors have access to more information. For example, participating businesses may be required to share specific information about which items on their menus are sourced locally. Importantly, there are a number of existing tools and resources that can be leveraged to build capacity in operators participating in Lake Temiskaming Tour 2.0 (e.g. Tourism Excellence North program). It is important to note that increasing capacity on the frontline can be a lengthy process; therefore, adequate time needs to be allocated for businesses to make required changes and meet the criteria for participating in the tour.

A concerted effort should be made to assess the value of the existing Lake Temiskaming Tour website to determine whether it should be enhanced or redeveloped⁶. Either way, the website will be a primary way to relaunch the tour, tell a consistent story, and make information accessible to visitors. Similarly, there may be an opportunity to update the current print guide templates and stamp system, but these too may need to be replaced. Through all these efforts food and drink will clearly be tied into the region's natural and cultural assets.

Costs to Consider

- Planning and development of the enhanced tour, including tour options
- Human resources to coordinate tour planning and delivery with businesses
- Capacity-building and market-readiness training
- Marketing and promotions (e.g. development and management of website and wayfinding infrastructure.)

⁶ Initial website observations are notes in "Current Iteration of the Lake Temiskaming Tour" on p. 21

Next Steps

There is a real opportunity to enhance the existing tour through food tourism. As both an agricultural and wilderness area, Temiskaming and the broader region have a diversity of unique local food tourism products to showcase to visitors. Tying food and drink into the tour must be deliberate and strategic, focussing on tastes and experiences that reflect the history, heritage, culture, seasons and landscape of the region. Food components must complement existing regional tourism assets including, nature-based activities as well as local festivals and events. Similarly, revising tour itineraries based on criteria for business participation will help to ensure visitor satisfaction. It is anticipated that the tour enhancement will contribute to local economic development by attracting new target markets, including international visitors, and encouraging current visitors to stay longer and spend more. By concentrating visitor spend on local food and drink products as well as supporting agritourism, the enhanced tour will simultaneously play an important role in the long-term viability of local food systems.

2. BACKGROUND

In May 2018, with leadership from the City of Temiskaming Shores and support from Destination Northern Ontario, food tourism research and scoping work began. The goal of this collaborative effort was to explore the development of a food tourism product for the broader region. the goal of which was to explore the development of a food tourism product for the broader region. Specific objectives included engaging stakeholders from across the region, assessing high potential product ideas, selecting one food tourism concept to develop, as well as preparing the foundation for its development.

RESEARCH QUESTIONS

Several questions were used to inform the research activities, including the big question:

What one food tourism product should the community develop?

Supplementary questions included the following:

- What is the food tourism context? In other words, what is currently happening in the region that is related or relevant to food tourism?
- What is currently attracting visitors to Temiskaming Shores and what are they doing while in the region?
- What does the food tourism community see as strengths and weaknesses for the region?
- What types of products have been developed in comparator regions?
- What types of food tourism change does the community want to see; that is, what is the community's vision for food tourism?
- What does the pool of available capital look like for growing food tourism, including who is willing to support product development and in what capacity?

APPROACH AND METHODOLOGY

A community-based participatory approach was applied to the research and scoping process. This means that food tourism stakeholders from around the region were engaged in not only the research and scoping activities but also decision-making around what product to develop. Importantly, the group of stakeholders engaged included representatives from around the lake, within the two provinces, and across the three primary cultural groups in the region: Indigenous, Francophone, and Anglophone.

The methodology used to answer the research questions follows below:

1. **Research planning:** including a background review and preparations for conducting research into the opportunity;
2. **Primary research and analysis:** including key informant interviews, in-market research, and secondary research;
3. **Idea generation and initial scoping:** including working from the insights gathered to identify several product ideas to profile;
4. **Pre-screening and pressure testing:** including presenting the product ideas to the community in advance of meeting to pressure-test them as a group;
5. **Concept development:** including preparing a concept note for the highest value product idea before conducting competitor and comparator research; and
6. **Resource mobilization:** including identifying the various forms of capital available and engaging strategic partners in preliminary discussion around supporting product implementation.

CONTENTS

The product development narrative that follows is informed by the data collected through the abovementioned research activities. This means the contents included are an aggregation of information gathered from relevant documentation and the quantitative and qualitative analysis performed on data collected from stakeholders, including insights, perceptions, input, and feedback. This also means that where there are lists or examples provided, these are not exhaustive.

3. CONTEXT

FOOD TOURISM

The rise of food tourism, also known as gastronomic tourism, gastronomy tourism, and culinary tourism, points to a shift in the tourism industry towards experiential travel and increasingly transformational travel. Transformation travel includes the post-experience and supporting visitors interested in making meaningful and lasting changes in their lives. For example, changing to more sustainable or healthy eating habits.

These developments have come about because visitors are increasingly looking for more immersive experiences; in other words, experiences that allow them to engage more deeply with the places they visit. With food tourism, visitors can explore the history, heritage, and cultures of a place by “tasting, experiencing, and purchasing” while they are there.⁷ In other words, food tourism is focussed on tastes and taste experiences.

The United Nations World Tourism Organization (UNWTO) reports that “88.2% of destinations consider gastronomy a strategic element in defining its image and brand,” and the UNWTO provides five reasons for the current growth of food tourism:

1. Contributes intangible heritage and is an important point of differentiation;
2. Attracts visitors that spend more and spreads benefits across the tourism value chain;
3. Provides economic development opportunities for less-visited destinations;
4. Connects with visitor emotions to provide a more meaningful experience; and
5. Generates visitor loyalty and referrals for the destination.⁸

Importantly, as a subset of cultural tourism, food tourism contributes significantly to sustainable and equitable tourism development.

AGRITOURISM

Food tourism includes food-based experiences where a person learns about, appreciates, or consumes food and drink that is unique to a particular place. This includes the active pursuit of

⁷ Ellis, Ashleigh, Park, Erang, Kim, Sangkyun and Yeoman Ian. (2018). “What is Food Tourism.” Progress in Tourism Management. Retrieved from https://www.tomorrowstourist.com/pdf/what_is_food_tourism.pdf.

⁸ UNWTO (2017). UNWTO Gastronomy Network Action Plan 2016-2017. Retrieved from <http://cf.cdn.unwto.org/sites/all/files/docpdf/gastronomyactionplanenweb.pdf>

creative and memorable eating and drinking experiences as well as agritourism experiences. Agritourism is not universally defined; however, it most often includes agriculturally-based activities, or activities that take place in food-production spaces, which connect the public to what is grown, raised, and harvested in an area, along with the people behind this production. Agritourism is often marketed to locals interested in exploring their backyard but as a subset of rural tourism, it is increasingly being used to attract visitors that want to learn about the connection between food and agriculture.

Whereas a food tourism product can be a package of tastes or taste experiences, agritourism products—such as farm stays, u-picks, or farm tours—do not need to incorporate a taste element. However, many visitor experiences, such as shopping at a farmers' market, participating in a food or farm tour, or purchasing from the farm-gate, to name a few, can easily be categorized as both a food tourism and agritourism experience.

The most important thing to remember is that successful food and agritourism products are ones that build upon the unique ways in which businesses and communities express their foodways; that is, the history, heritage, and culture behind the food of a people and place. This is why developing food and agritourism together, or understanding food tourism to include agritourism activities, is a great way for destinations to maximize the visitor experience and economic impact of their food tourism products.

FOOD TOURISM VALUE CHAIN

The food tourism value chain includes any visitor-facing business that has the potential to contribute to and benefit from the development of food tourism. This includes: accommodations; attractions; beverage producers; culinary schools; farmers' markets; festivals and events; growers, producers and suppliers; restaurants; retailers; and tour operators.

Typical value chains are designed to increase the competitive advantage of a group of businesses by working in collaboration to deliver a combined value to the customer that is beyond their individual capacity to do so. This interdependency allows for operators to focus on what they do best while benefiting from the increased efficiency and effectiveness of working as a collective.

Importantly, visitor experiences are enriched with each layer of value they receive while exploring a destination. This means that tourism businesses need to work together to deliver multisensory and high-quality food tourism experiences that exceed the expectations of visitors.

FOODWAYS

Foodways describe how food, culture, and history interconnect. They explain how ingredients and dishes relate to the heritage and traditions of a specific area and peoples that inhabit that area. They also shed light on the historical, economic, and cultural factors that inform place-based experiences of food and drink. Put simply, foodways explain the who, what, where, when, why, and how of food and drink in a specific area. This means understanding foodways allows for more meaningful storytelling and engagement with visitors, and this is why foodways should be at the foundation of food tourism development.

For visitors, the stories behind area-specific or regional dishes are more than interesting anecdotes; they provide a glimpse into local culture, and they make eating experiences more meaningful. For instance, when a menu explains a restaurant's family connection to the dishes on offer, this is an illustration of personal foodways and it makes the visitor experience more memorable.

When foodways are understood, tastes of place can be identified and leveraged to tell food and drink stories. Tastes of place include representations of foodways that provide memorable eating and drinking experiences and bring to life the story behind the food and drink of a specific geographic area. In other words, tastes of place are about more than local food. Intangible community assets, such as hospitality and local character, are significant contributors to a sense of place and encompass tastes of place. By connecting and focussing food tourism development on foodways, products and experiences have more integrity.

Although not all destinations have recognizable food tourism products, all destinations can strive to meet the food and drink expectations of visitors seeking rich experiences. The key is delivering memorable food and drink experiences tied to place. This requires clarity around what makes a destination unique and how food and drink play a role in showcasing its unique selling points.

FOOD TOURISM PRODUCTS

A food tourism product is a collection of tastes or taste experiences that can be packaged for use or consumption by a locals and visitors to an area. Successful food tourism products are the outcome of community-based collaborative efforts that see everyone who will benefit from the final product involved in its implementation.

Food and drink are linked to the history, heritage, culture, and geography of place. As a result, food and drink products and experiences are manifestations of traditions and techniques as they adapt to changing environments. This means that food tourism can play an important role in preserving local heritage while building upon non-food tourism assets and driving innovation. Globally, the connection between history, culture, and food is recognized through UNESCO's Cities of Gastronomy program, which is part of a broader Creative Cities Network that recognizes Crafts & Folk Art, Design, Film, Literature, Media Arts, and Music.

Virtually any tourism experience can be enriched by food and drink. Developed properly, food tourism products and experiences tell the stories of the people and the landscape of an area. Food tourism includes experiences where a person learns about, appreciates, or consumes food or drink that reflects the history, heritage, and culture of a place. It also includes agritourism activities that connect local food production to what is being prepared, served, and enjoyed by locals. By increasing the demand for local food and drink, and providing additional channels for its consumption, food tourism can contribute to the long-term sustainability of local agriculture, local food systems, community-building, and economic development.

With reported increases in visitor spending on food and drink, food tourism is particularly relevant to any destination seeking to grow visitor spend. Destination Canada's *National Tourism Indicators* reports that in 2017 the nation's tourism sector benefitted from an increase of 6.3% in tourism spending from the previous year. Importantly, one of the largest gains in revenues was registered with the food and beverage services (+5.2%).⁹ Governments should be working closely with industry to ensure that food tourism infrastructure is developed to facilitate increased expenditure of food and drink.

FOOD TOURISM DEVELOPMENT

Food tourism development is the process by which a community or communities seek to maximize the economic potential of their local food system through tourism-related activities. Food tourism development is a collaborative effort to attract visitors and locals to experience an area's taste(s) of place. Regions that have diverse tourism assets and distinct foodways, like Temiskaming Shores and the broader region, can benefit from developing food tourism.

⁹ Destination Canada (2018). National Tourism Indicators - 2017 Highlights: https://www.destinationcanada.com/sites/default/files/archive/691-national-tourism-indicators-q4-2017/national-tourism-indicators-highlights-2017_final.pdf

4. OPPORTUNITY

TEMISKAMING SHORES AND THE BROADER REGION

History, Heritage, and Culture

The socio-cultural fabric of Temiskaming Shores and the broader region is woven with unique histories and heritage. To start, the name Temiskaming comes from the Algonquin word Temikami or Temikaming, which means “deep/open waters”. This name and all its derivatives—including Timiskaming, Témiscaming, and Témiscamingue—serve as important reminders of the region’s Indigenous history and invaluable cultural heritage. Lake Temiskaming is the headwaters of the Ottawa River, which is designated as a Canadian Heritage River. There are also many material and intangible reminders of the destination’s industrial history, which include trapping and fur trading, forestry, mining, agriculture, and hydroelectric power. With three dominant cultural groups, Indigenous, Anglophone, and Francophone, there is also a breadth and diversity of expressions of the region’s rich cultural identity, from language to art to cuisine.

Geography and Landscape

Located within the southeastern quadrant of Timiskaming District, Temiskaming Shores has a land area of 178.11 square kilometers. The destination is located along the widest and most northwest section of a long and deep lake that is shared with Québec; that is, Lake Temiskaming (at 110 kms in length and 216 m deep). The landscape includes everything that one could associate with wilderness, including dense forests, open plains, small islands, and dramatic cliffs.

Population

The City of Temiskaming Shores is an amalgamation of the communities of Haileybury, New Liskeard, and Dymond Township. According to the 2016 Statistics Canada Census, Temiskaming Shores is home to 9,920 people, which is a -4.6% change from 2011. However, the city is an economic and service hub for the Timiskaming District, which has 32,251 residents.

TOURISM

Destination Northern Ontario

Temiskaming Shores is located within one of three sub-regions in tourism region 13 (i.e. 13a – Northeastern Ontario). All three sub-regions fall under the jurisdiction of Destination Northern Ontario, the largest Regional Tourism Organization (RTO) in the province. Destination Northern Ontario focusses on marketing, product development, workforce and industry training, investment attraction, and partnership initiatives.

A big part of Northern Ontario's visitor demographics includes those visiting friends and relatives (VFR) and those seeking the outdoors activities. The Northern Ontario tourism market consist of approximately 8.2 million visits per year, accounting for \$1.5 billion in tourism receipts.¹⁰ Out of this tourism market, 60% of tourist are overnight visitors. Canadians account for 82% of overnight stays, US tourists for 17%, and overseas for 1%.¹¹

The outdoors is the core element in attracting both Canadian and American tourists to Northern Ontario. In 2012 about half of all overnight visitors to RTO 13 partook in at least one outdoor activity on their trip while only one tenth of these overnight visitors visited a museum, historic site, concert or play, festival or other cultural attraction as part of their visit.¹² Although, Northern Ontario's small and large scale historic sites, museums, and cultural centres are attractions that correspond with the experiences Attraction Tourists seek, there is an opportunity to increase tourist engagement with attractions.¹³ Hunting and fishing are Northern Ontario's "signature activities", drawing many visitors to the region.¹⁴

Of the tourism market for Northern Ontario the majority of visits and spend are focused in Northeastern Ontario with 4.4 million visitors, consisting of 55% of all visitors and 46.8% of all tourist spend in Northern Ontario.¹⁵ The higher concentration of tourists in Northeastern Ontario

¹⁰ Tourism Northern Ontario (2016-2017). *Tourism Info Graphic*. Ontario: Government of Ontario.

¹¹ Northern Ontario (2012). *Partnerships for a Strong Tourism Industry: Northern Ontario Tourism Marketing Strategy 2012-2017*. Ontario: 27.

¹² Research Resolutions & Consulting Ltd. (2014). *Overview of Tourism Opportunities for Northern Ontario (RTO13)*. Ontario: Tourism Northern Ontario, 3.

¹³ Research Resolutions & Consulting Ltd. (2014). *Attraction Tourists in Northern Ontario (RTO13) A Situation Analysis*. Ontario: Tourism Northern Ontario, 12.

¹⁴ Research Resolutions & Consulting Ltd. (2014). *Overview of Tourism Opportunities for Northern Ontario (RTO13)*. Ontario: Tourism Northern Ontario, 3-4.

¹⁵ Tourism Northern Ontario (2014). *Northern Ontario Product Development Strategy*. Ontario: Tourism Northern Ontario, 90.

represents a strong opportunity to appeal to nature focused travelers such as “Avid Travellers”, “Connected Explorers”, “Nature Lovers”; while also drawing on the soft adventure market with segments such as “Up & Coming Explorers”, “Knowledge Seekers”, and “Cultural Explorers”.¹⁶ Lastly, the area’s multiple cultures and languages, particularly French, existing between Ontario and Quebec, correspond with Northern Ontario’s Marketing Strategy priority to strengthen appeal to French-speaking markets, particularly from Quebec.¹⁷

Existing Tourism Assets

Temiskaming Shores has a breadth and diversity of existing tourism assets, including natural, cultural, recreational, and industrial assets.

Natural	Cultural	Recreational	Industrial
<ul style="list-style-type: none"> • Rivers • Lakes • Forests • Islands • Devil’s Rock • Ishpatina Ridge • Provincial parks • Trails 	<ul style="list-style-type: none"> • Indigenous, Francophone, and Anglophone heritage and events • Fort Temiskaming • Celebrity (Leslie McFarlane, Les Stroud) • Disaster (Great Fire 1922) • Museums • Art stores and galleries 	<ul style="list-style-type: none"> • Hunting • Fishing • Hiking • Skiing • Kayaking • Sailing • Snowmobiling • Cycling 	<ul style="list-style-type: none"> • Forestry • Mining • Railway

Table 1: Existing Tourism Assets

Demand

Many factors can affect visitor demand for tourism products and services, including internal factors (e.g. income, time, annual leave, health, etc.) and external factors (e.g. weather, market forces, politics, technology, etc.). While most of these factors are beyond the control or influence of a destination, marketing and promotion of unique tourism products and experiences can help a tourism community to drive demand to its destination.

¹⁶ OTMPC (N.D). *Priority Consumer Segments*. Ontario.

¹⁷ Northern Ontario (2012). *Partnerships for a Strong Tourism Industry: Northern Ontario Tourism Marketing Strategy 2012-2017*. Ontario: 24.

Visitors are attracted to Temiskaming Shores and the broader region for many reasons, including visiting friends and relatives, experiencing nature, touring the area on a motorcycle, car, or RV, as well as attending sports tournaments or agricultural events. At present, food and drink are not primary attractors to the region; however, the rich history, heritage, and culture behind the region's food assets can be leveraged to develop or enhance other tourism assets including, products and experiences that drive demand.

THE FOODWAYS OF LAKE TEMISKAMING

Agriculture

According to the 2016 Census of Agriculture, the total number of farms located in Temiskaming District is 356. Just over half of these farms (n = 180) are engaged in oilseed and grain farming (n = 67) or other crop farming (n = 113). Almost all other farms (n = 164) are engaged in some form of animal husbandry, and the few remaining farms (n = 12) are involved in the production of vegetables and melons, fruit and tree nuts, or the running of a greenhouse, nursery or floriculture operation. Of the total land in use by farms in the district (176,773 acres) over half (116,725 acres) is cropped or "sown". The total area of cropped land in Temiskaming Shores is 31,998 acres, of which 14,547 acres is associated with the production of hay and soybeans. Aside from winter wheat, oats, barley, and corn for grain are the major field crops in the area.

The strong presence of agriculture in the region is no coincidence. A vast stretch of fertile soil and particularly flat land was left in between Cochrane District (Ontario) and Abitibi County (Quebec) when Glacial Lake Ojibway drained. This Great Clay Belt, as it is known, is actually north of Temiskaming Shores but what is particularly interesting and also unique to Lake Temiskaming is the Lesser (or Little) Clay Belt that sits as a triangle just below the Great Clay Belt.

Elements

The food and drink that is grown, raised, harvested, and produced in the Temiskaming Shores region is prepared and experienced in different ways by the region's three main cultural groups (Indigenous, Francophone, and Anglophone) along with other growing communities, including the Mennonite community. It is the unique combination of various elements, including products and ingredients, experiences and events, and specific ties to culture and heritage that truly define the region's foodways.

To start, several products and ingredients are quintessential to Temiskaming Shores and the broader region. These include, dairy products, especially heritage cheeses from Thornloe Cheese, and grains and flours, including Poschaven Farms' organic stone-milled flours, particularly the buckwheat flour. Beef and other proteins, like bison from Bison du Nord, excite visitors as much as the wild and foraged foods like haskap berries, mushrooms, and syrups. Meanwhile, the craft beer scene in Northern Ontario is seeing strong growth. What's more, baked goods, specifically donuts, pies, and crisps, are also part of the food experience of the area.

Experiences and events that are particularly relevant to the foodways of the area include Foire Gourmande de l'Abitibi-Témiscamingue et du Nord-Est Ontarien, and the Bison-Bruschetta Tour which is part of the Northeast Bites initiative of the Northern Ontario Farm Innovation Alliance. Local food can be enjoyed at restaurants such as Café Météor or purchased at local grocery stores and the Riverside Farmers' Market, while northern craft beers are celebrated at North on Tap and restaurants like Zantes.

Contextualized by its history, heritage, and culture, and stimulated by new food and drink production in the area, including cider and greenhouse vegetable, the foodways of Temiskaming Shores and the broader region can help to grow food tourism as a meaningful economic contributor to communities around the lake.

Strengths and Weaknesses

Except for a cooking school, Temiskaming Shores and the broader region have corresponding businesses for each part of the the food tourism value chain.¹⁸ This breadth and diversity can help to inform the development of a varied and dynamic food tourism product that is able to drive increased demand from several market segments. The key is to develop a product that is flexible enough to be responsive to changes in the value chain mix.

There are many strengths and weaknesses that also need to be kept in mind when developing food tourism in Temiskaming Shores and the broader area, along with several overarching challenges.

¹⁸ L'Autochtone intends to establish a cooking school as part of its operations. As per conversations with Gerry Brandon, owner of L'Autochtone.

Strengths	Weaknesses
<ul style="list-style-type: none">• Three unique cultural groups• Slower pace of life• Sense of community• Affordable real estate• Waterfront• Natural beauty• Rugged quality, less polished than Muskoka• “Little Clay Belt” - Agricultural region• Many food and drink places to stop along Highway 11 (e.g. Webers, Sawdust City Brewery)• Unique geography with lake split between two provinces• Potential to leverage the “creative food economy”• Four-season destination• Pending municipal accommodation tax	<ul style="list-style-type: none">• No destination management plan or tourism strategy• Low commodity prices• Lack of food processing capacity• Limited food culture• Geography and transportation (remote, assets spread out over large area, no train system)• Limited recognition outside the area• Many agricultural products are exported out of region or cannot be accessed locally• Lack of value-added food and drink products• Limited regional collaboration• Lack of recognizable, compelling brand• Lack of coordination amongst stakeholders
Challenges	
<ul style="list-style-type: none">• Access to services, infrastructure• Population decline, difficulty attracting new residents, limited market size• Town centres are not yet vibrant places• Labour shortages, difficulty finding skilled staff• Climate• Social challenges	

Table 2: SWOC

Product Development Ideas

Over the course of the research process, the food tourism community in Temiskaming Shores and the broader region identified several food tourism product development ideas to consider. These ideas served as inspirations for, and informed decisions around the product development concept. Examples included but are not limited to the following:

- Charcuterie board of local meats, cheeses and spreads

- Poutine Festival with local ingredients (e.g. Thornloe cheese curds, bison, berries)
- Food events (e.g. food festivals, street markets)
- Value-added products (e.g. local ice cream)
- Agritourism (e.g. visit to the bison ranch)
- Make the Thornloe tourism experience more interactive (tasting and viewing)
- Cobalt Silver mine tours paired with food and drink
- Picnics up Devil's Rock with a backpack filled with local supplies
- Historical dinners
- Artisan sugar shack tour tied with the ski club and the heritage trail
- Tapping into broader region (e.g. Highway 11 Food trail, Northern Ontario Brewery map)
- One local dish available at every participating restaurant, competition for best bison burger or blueberry pancakes etc.

Along with the product development ideas that were contributed by the food tourism community, several were identified during an analysis of all the data collected for this project. In total, six (6) ideas were chosen by the operational team as potential concepts to develop, including the following:

Food and Fire Festival	Enhanced Snowmobile Trails	Enhanced Lake Temiskaming Tour
"The Trading Table"	Taste Temiskaming	Picnic Series

Table 3: Potential Products to Develop

Secondary research was completed as part of an initial scoping of each product idea. Product development profiles for each idea are included in the Appendix. Each of the profiles includes the following elements:

<ul style="list-style-type: none"> • Product Description • Rationale • Comparator Product • Points of Differentiation • Target Audience 	<ul style="list-style-type: none"> • Key Planning Considerations • Potential Risks • Relevant Assets • Potential Partners • Key Outcomes
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Product Selection

In advance of a session that brought together stakeholders from across the region to pressure test each product development idea as a collective on October 2nd, 2019, an attempt was made to narrow down the six potential ideas.

A questionnaire, shared and collected a week before the session, was used to gather perceptions on whether the proposed products would tie to the food and drink of Temiskaming Shores and the broader region, engage and bring benefits to stakeholders from across the region, celebrate the three main cultural groups, and increase local food and drink awareness and procurement. In addition to rating their level of confidence in each product idea, stakeholders were asked to rank the products in relation to their potential and ability to create impact. Finally, stakeholders were asked for their thoughts around resources to leverage and risks associated with developing the product they felt had the highest potential for development and best chance of delivering a positive impact.

An analysis of the responses allowed for one product idea, the picnic series, to be removed from the list. The remaining five ideas were explored in a facilitated discussion with the food tourism community. The purpose of this in-person meeting was to assess each of the five products in conversation with the people and partners who would ultimately implement one. As part of the process, the product idea with the highest potential was identified, and the group worked to further develop the concept.

Based on the input, insights, and feedback gathered from the food tourism community, along with a vote that took place during the product development session, an enhanced version of the Lake Temiskaming Tour (Lake Temiskaming Tour 2.0 – note that this name is only a place holder to be further developed as part of the product implementation process) resulted as the product idea that stakeholders felt had the highest potential for development.

5. CONCEPT

RATIONALE

Findings from the research and stakeholder engagement indicate that there is high potential to enhance the Lake Temiskaming Tour as part of growing food tourism in the region. In fact, the food tourism community expressed a strong preference for enhancing an existing tourism asset through food and drink over developing a new food tourism product, and so supporting the development of Lake Temiskaming Tour 2.0.

The revamped Lake Temiskaming Tour will help to build new and strengthen existing ties between communities in the region and their unique food and drink offerings and experiences. It also has the potential to increase awareness and the purchasing of local food and drink. However, as part of the product implementation process, it will be important to establish a clear narrative that is conveyed through coordinated storytelling efforts. This narrative could be expressed through common themes or highlighted by specific food and drink products in the region, such as “berries, bison, and beers”, or “wild harvested foods”, to name a few.

Policy Alignments

There are several policies relevant to food tourism development in Temiskaming and several ways that food tourism aligns with the regional policy context. For instance, food tourism and the enhanced Lake Temiskaming Tour supports the key priorities of the City of Temiskaming Shores – Community Economic Development Strategic Plan (2014 – 2024), namely to “Increase coordination support for tourism and community events, initiate cross-marketing strategies, and ensure waterfronts development for a year around destination”.¹⁹

As a subset of cultural tourism, food tourism also supports the City of Temiskaming Shores – Municipal Cultural Plan (2013) by supporting the creative food economy and accelerating Temiskaming Shores’ tourism potential.²⁰ In addition, looking at the broader region, food tourism can support the initiatives of the South Temiskaming/Temagami Regional Tourism Industry Development and Marketing Strategy (2005) by taking a “co-coordinated approach in developing and delivering existing and new tourism products across the region.”²¹ Some additional relevant

¹⁹ City of Temiskaming Shores – Community Economic Development Strategic Plan (2014 – 2024), pg. 22.

²⁰ City of Temiskaming Shores – Municipal Cultural Plan (2013), pg. 17, pg. 20

²¹ South Temiskaming/Temagami Regional Tourism Industry Development and Marketing Strategy (2005), pg. 7

contextual policy documents include the South Temiskaming Region – Regional Cultural Sustainability Plan and the Temiskaming District Agri Economic Impact (2009).

CURRENT ITERATION OF THE LAKE TEMISKAMING TOUR

The Lake Temiskaming tour crosses the border between Ontario and Québec, it spans 450km land has a total of 19 stops. The tour’s focus is to promote sites, attractions, and events all around Lake Temiskaming, as such it is presented as a “trip without boundaries” which showcases the region’s Indigenous, Francophone, and Anglophone cultures. Visitors can choose to complete the tour in several days or to return at different times of the year to explore different activities. The target markets for this tour are families, tourists from Central and Eastern Ontario and Western Québec.

The current Lake Temiskaming Tour is managed by the Lake Temiskaming Tour; tour partners include FedNor, Canada Gov, Temiskaming Shores & Area Chamber of Commerce, Destination Northern Ontario, Ontario Gov, City of Temiskaming Shores, Mattawa, North Bay, Municipalité régionale de comté de Témiscamingue, Société de développement du Témiscamingue, South Temiskaming Community Futures Development Corporation, Historic Cobalt, Coleman Township, Town of Latchford, Village Noel Temiskaming, Le Centre culturel Artem, Ontario 400, Kirkland & District Community Development Corporation.

The self-guided tour is divided into 4 activity-subcategories, listed in the “What to do” tab of the website: Agrotourism, Events and Festivals, Water Activities, Winter Activities. There is also a “Where to eat” tab listing: Caterers; Coffee Houses and Bistros; Family & Canadian Restaurants; Fast Food; Fine Dining; Healthy Food and Vegetarian; International Cuisine; Microbreweries; Pizzerias; Seafood and Steak Houses. As the tour can be done throughout the four seasons, winter activities are included in the “What to do” section of the website. The main businesses that are highlighted include:

<ul style="list-style-type: none">• Ski resorts• Cultural centers• Museums• Restaurants• Camp sites• Chocolatiers	<ul style="list-style-type: none">• Outdoor equipment rental (canoes, snow mobiles)• Vineyards• Art galleries• Hotels, bed and breakfasts• Cheese makers
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Participants can take advantage of the following activities and assets: sleigh riding, sledding, downhill skiing, skating, "Agrotourism" (farm visits, farm goods tasting, farmers' markets). Food and drink are highlighted in the "Where to eat" section of the website. The tour can be completed by car, motorcycle, or RV. The tour includes an aspect of gamification with a passport contest. Participants can visit 10 of the 19 stops and enter for a chance to win one of three \$1000 travel packages in the area.

In order to develop and successfully enhance the Lake Temiskaming Tour through food and drink, a total of four comparator destinations were considered to identify points of differentiation and how to best position the enhanced Lake Temiskaming Tour. These included the Route des Saveurs in Charlevoix, Quebec; Canada's Food Island Culinary Trail, Prince Edward Island; the Lake Circle Tour around Lake Superior, Canada and the United States; and the Hot Tamale Tour in the Mississippi Delta, the United States.²²

UNIQUE SELLING POINTS

The Lake Temiskaming Tour offers a unique way of exploring the region. The current tour includes the opportunity to experience three cultures and language groups, numerous heritage and historic sites, as well as enjoy a near-constant view of the water. Unlike other parts of Northern Ontario and Quebec, Temiskaming boasts both natural and agricultural landscapes and assets. In order to leverage these, it is important that the new version of the tour showcases these elements. Similarly, the region's rich history and cultural heritage should be featured prominently. Food and drink can easily be tied into the natural, agricultural, and cultural assets of the region. While on Lake Temiskaming Tour 2.0, visitors should have access to food and drink that reflects the three main cultural groups along with local agricultural products and wild-foraged foods.

ANTICIPATED OUTCOMES

- The Lake Temiskaming Tour is enhanced through food and drink
- Visitors and locals have meaningful food and drink experiences in the region
- Visitor and locals are more aware of food and drink experiences in the region
- Increased visitation to the region

²² See Appendix 6.2 for full comparator profiles.

- Key visitor segments in Northern Ontario are attracted by the tour's outdoor, cultural and food and drink experiences
- Visitors to the region are staying longer and spending more
- The food and drink spend is being localized
- Tourism dollars are being spread across a variety of businesses in the region
- There is greater collaboration between local businesses and across the region
- Increased number of local ambassadors for Temiskaming and regional tourism assets

IMPLEMENTATION CONSIDERATIONS

Recommended actions for enhancing the tour include developing several tour options. Each option would have a clear food and drink offering woven through and be based on a theme that resonates with one of the target market segments; for example, health and wellness, natural wonders, fun and family-friendly. The target markets for Lake Temiskaming Tour 2.0 are varied and may include specific market segments from Ontario and Quebec, especially those visiting friends and family, including nature focussed travellers and soft adventurers (see Table 5, Business Model Canvas).

Of primary importance is attracting visitors from out of town to participate in the tour; however, participation from residents across the region is also key because it develops pride in place and helps develop local ambassadors. Similarly, an important future target market segment is the international visitor, who tends to stay longer and spend more on products and services, thus increasing economic impact.

Lake Temiskaming Tour options will include stops based on seasonal offerings. In other words, the tour routes may change depending on the assets available during each season. Several quintessentially-Temiskaming experiences are only available at specific times, and this can be played as a strength. For example, winter activities might include walking or ice-fishing on frozen Lake Temiskaming and eating hearty stews or pies while hiking. Whereas, enjoying a craft brew at North on Tap, or boating across the lake will likely take centre stage during the summer. As part of the planning and packaging of each option, information should be included about which modes of transportation are most appropriate (e.g. car, RV, or motorcycle, walking or cycle, snowshoes or snowmobile, etc.).²³ A seasonally differentiated Lake Temiskaming Tour means

²³ For more on Comparators, see Appendix 6.2.

that event schedules can be featured on the route and used to attract visitors. Variations of the map may include seasonal event information to facilitate trip-planning or encourage multi-night stays. Picture a young family interested in a camping trip who may incorporate Foire Gourmande into their visit of the broader region.

Lake Temiskaming Tour 2.0 will tie into tastes and experiences offered by various businesses in the food tourism value chain. The implementation process will also be poised to engage and benefit diverse tourism stakeholders from across the broader region while showcasing complementary products and experiences, such as events and cultural heritage attractions.

Enhancements

To successfully enhance the Lake Temiskaming Tour through food and drink, some planning considerations should be noted, including encouraging business participation, ensuring market-readiness, and streamlining storytelling. To start, the value of Lake Temiskaming Tour 2.0 will need to be clearly articulated to ensure business participation. One way to do this is to target participation to businesses that clearly align with the vision for the enhanced tour. Insights from destinations that have implemented comparable tours will assist with this. Businesses also need to be market-ready and able to deliver on visitor expectations. New participation criteria will need to be developed for businesses (e.g. adhere to operational hours, storytelling requirements, etc.) to ensure that visitors are guaranteed a minimum level of service and satisfaction. Criteria will also help to ensure that visitors have access to more information. For example, participating businesses may be required to share specific information about which items on their menus are sourced locally. Importantly, there are a number of existing tools and resources that can be leveraged to build capacity in operators participating in Lake Temiskaming Tour 2.0 (e.g. Tourism Excellence North program). It is important to note that increasing capacity on the frontline can be a lengthy process; therefore, adequate time needs to be allocated for businesses to make required changes and meet the criteria for participating in the tour.

A concerted effort should be made to assess the value of the existing Lake Temiskaming Tour website to determine whether it should be enhanced or redeveloped²⁴. Either way, the website will be a primary way to relaunch the tour, tell a consistent story, and make information accessible to visitors. Similarly, there may be an opportunity to update the current print guide templates and

²⁴ Initial website observations are notes in “Current Iteration of the Lake Temiskaming Tour” on p. 21

stamp system, but these too may need to be replaced. Through all these efforts food and drink will clearly be tied into the region's natural and cultural assets.

Costs

There are several costs to consider at this point in the product planning stage, including but not limited to the following:

- Planning and development of the enhanced tour, including tour options
- Human resources to coordinate tour planning and delivery with businesses
- Capacity-building and market-readiness training
- Marketing and promotions, including the development and management of the Lake Temiskaming Tour website and wayfinding infrastructure.

AVAILABLE CAPITAL AND RESOURCES

Stakeholder groups: Private business, individuals, government, community organizations, funders	
Type of Capital	Capital
Social capital For example: people, groups, personal relationships, connections, relevant initiatives, social media accounts, etc.	Natalie Chartrand; James Franks; James Franks' relationships; Businesses network (including their own business networks); NTFP; The Geo Park Group; All the CTS Community Partners; MRC; Tourism North Bay; Town of Cobalt; Town of Temagami; Nipissing Economic Development; DNO's International Travel staff
Intellectual capital For example: concepts, ideas, tools, images, designs, logos, brands	Lake Temiskaming Concept; Tourism Excellence North Tool; CTS designs, logos; Brand of Lake Temiskaming tour and collateral (e.g. Website, Facebook, Twitter, Google+); Partner (and their logos) e.g. Le Corridor Patrimoine; Culture et Tourisme Francophone
Cultural capital: For example: cultural groups, traditions (music, clothing), practices, preparation	Indigenous culture; Francophone culture; Anglophone culture; Potential First Nations traditional village (spring 2019?); Agricultural

techniques, foodways, intangible heritage, stories	history/heritage; Mining history/heritage; Railway history; First Nations food products & preparation techniques; First Nations history/heritage
Experiential capital For example: Traditional Knowledge, intimate knowledge, evaluation findings, generational knowledge, historical data	First Nations histories; Family histories; Potential foraging walks
Financial capital For example: marketing budget, product development budget, outside funds and grants, fundraising, sponsorship, in-kind	Town of Cobalt; Town of Temagami Nipissing Economic Development; Food and drink, and tourism businesses (e.g. pay-to-play); Northern Ontario Farm Innovation Alliance (e.g. assistance with distribution challenges); Municipalité régionale de comté de Témiscamingue; FedNOR; City of Temiskaming Shores, and other municipal partners (e.g. City of North Bay and all communities on the loop); Destination Northern Ontario; Société Économique de l'Ontario; Other partners (e.g. Sponsors, advertising sponsors); Regional CFDCs (South Temiskaming and North Bay/Nipissing); Temiskaming Foundation; Frogs Breath Foundation; Accommodation tax (Municipal funding)
Living capital For example: lakes, forests, rivers, wildlife, etc.	Lake Temiskaming; Rock climbing; Mines; Temagami forests/ wilderness; Provincial parks (e.g. Marten River, Kap-Kig-Iwan Provincial park); Wildlife (e.g. Bison farm); Fishing camps; Haskap Berries; Trails
Spiritual capital For example: energy, enthusiasm, passion, pride	Devil's Rock/ Spirit Rock; Invested community members; Small community values (e.g. welcoming, warm, open); Bilingual flow; Francophone pride; Indigenous pride

Material capital For example: marketing materials, print, roads, bike paths, trails, signage, public spaces, etc.	Railway; Collateral associated with the website; Maps; Bike paths; Photos/creative content
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Table 4: Available Capital and Resources

Potential Partners and/or Funders

There is high potential for partnership development in the Lake Temiskaming 2.0 project. Essential to keep in mind is the essence of the tour which is “One lake, 2 provinces, 3 cultures”. Representation from all relevant of these groups is key to developing a tour with integrity that truly represents the region. As part of the research process, initial scoping conversations were had with several potential partners around points of alignment and available resources.

Destination Northern Ontario (DNO)

DNO is the Regional Tourism Organization responsible for Temiskaming and broader region. There is a strong overlap between DNO’s mandate and projects with the Lake Temiskaming Tour, meaning that the potential for partnership is high. For example, DNO is specifically mandated to support marketing, product development, workforce and industry training, investment attraction, and partnership initiatives. DNO has several partnership priorities including, trails and wayfinding. DNO could likely contribute funding for bilingual wayfinding signage within and between communities on the tour, as well as online and printed tour maps. Current programming offers 2/3 dollars for community wayfinding and 1/2 dollars for inter-community wayfinding.

Other alignments include, the tour’s regional scope (taking visitors across a large section of RTO 13a) and DNO’s current focus on reaching international markets with export-ready tourism experiences. If well developed, Lake Temiskaming Tour 2.0 could be one of these products. DNO’s Tourism Excellence North (TEN) program and other resources, such as online customer service training could help with developing a high-quality product and ensure that participating businesses are ready to receive food tourists. Since international tourists are known to spend more money while in destination, attracting this visitor segment could have positive economic benefits for the region.

Additional potential resources that DNO could provide include:

- Marketing capacity through a variety of channels, including visitors centres and online

- Know-how from DNO's product team specialists, including the francophone product development specialist and the RV Touring product specialist
- A partnership program for planning the tour
- DNO does not offer traditional grant streams, but they can help support not-for-profits with grant applications to other funders.

Northern Ontario Farm Innovation Alliance (NOFIA)

NOFIA is a non-profit dedicated to advancing agriculture across Northern Ontario. They support a number of initiatives to achieve their mandate including building networks and partnerships, supporting business expansion and on-farm diversification through value added products, like the Bison-bruschetta tour. NOFIA has an interest in agritourism as a farm diversification strategy, meaning there are points of alignment between NOFIA's mandate and Lake Temiskaming Tour 2.0.

There are several ways that NOFIA may be able to support the tour development including, building on current partnerships (e.g. Northeast Bites, promotion through social media, working with processors to build their capacity), human capital, and using their network of agribusinesses to identify high-potential agritourism stops for the tour. Some of NOFIA's planned future initiatives may also be useful for the tour development including capacity-building workshops with producers and working to better connect producers to other businesses, such as restaurants. This is important, as having a critical mass of diverse market-ready food tourism businesses, including agritourism businesses will be essential to the successful product development. NOFIA does not have a formal grant stream, but they do fund projects around product development, product implementation, as well as education and awareness. They often act as co-funders on projects that also have support from the provincial government.

Municipalité régionale de comté de Témiscamingue (MRCT)

Since the lake tour spans 2 provinces, collaboration with partners on the Quebec side of the lake is essential to continuity and consistency of the product. MRCT is an important potential partner that works on behalf of communities in Témiscamingue in several capacities, including agriculture, non-timbre forest products, and cultural programming. Supports also include connecting producers to potential buyers. MRCT works in collaboration with other regions and organizations as long as there is an impact on their territory. Due to the agricultural and territorial links and a broad alignment with the mandate of MRCT, Lake Temiskaming Tour 2.0 is likely to qualify as a suitable collaboration. Securing the participation of agricultural businesses in the tour, will likely

require some capacity building as many do not currently have a visitor facing side. There may be an opportunity to develop a learning journey for Quebec and Ontario agricultural businesses to visit successful agritourism enterprises. Other potential resources and supports that MRCT might provide include, promotions on their digital channels and access to their network of producers.

Regional CFDCs (South Temiskaming and North Bay/Nipissing)

A primary role of the South Temiskaming CFDC is to provide a broad range of supports to small businesses in the region, including food tourism businesses. They offer informational resources, workshops, business counselling, and technical advice. South Temiskaming CFDC is currently a financial partner of the tour and there are several points of alignment between the tour and the mandate of the organization, including regional economic development and potential growth benefits to participating tour businesses. Additional potential supports from South Temiskaming CFDC include working with businesses along the tour to help them achieve market-readiness and deliver on the expectations of visitors.

Additional potential partners and funders include:

- Food and drink, and tourism businesses
- Local First Nations communities and groups
- FedNOR
- Société de développement Témiscamingue
- City of Temiskaming Shores, and other municipal partners (e.g. communities on the loop)
- Société économique de l'Ontario
- Temiskaming Foundation
- Frogs Breath Foundation
- Other partners (e.g. sponsors, advertising sponsors)

BUSINESS MODEL CANVAS

A business model canvas for the Lake Temiskaming Tour 2.0 is below. This canvas is based on the research findings and implementation considerations. As such, this is a working table to be further developed as part of the implementation process.

Implementation Partners <ul style="list-style-type: none"> - FedNor - Destination Northern Ontario - Community Futures Development Corporations - Communities around Lake Temiskaming - Businesses in the food tourism value chain - Businesses in the broader tourism value chain - Additional potential partners (as listed) <p>* The combined pool of resources to be leveraged through partnerships includes: funding and in-kind contributions, promotions, informational resources, capacity building, wayfinding, connections and networking opportunities, etc.</p>	Key Activities <ul style="list-style-type: none"> - Evaluation - Decision-making - Business development and budgeting - Partnership development - Route design - Procurement - Capacity building - Marketing planning - Procurement - Evaluation - Iteration Key Resources <ul style="list-style-type: none"> - Human - Financial - Market-ready businesses - Tastes and taste experiences - Community champions - Communication channels - Transportation infrastructure - Wayfinding 	Value Propositions <ul style="list-style-type: none"> - High quality - Curated - Easy-to-use - One-of-a-kind - Multisensory - Memorable - Intimate - Place-based - People-focussed <p>* The tour packages together three cultures, two provinces, and one lake into one showcase of the region's natural and cultural assets.</p> <p>** Food and drink are woven throughout the tour to ensure a meaningful and multisensory experience for all</p>	Visitor Relationships <p>Characteristics:</p> <ul style="list-style-type: none"> - Human - Personalized - Ongoing - Familiar - Educational - Mass customization - Relationship broker <p>Assurances:</p> <ul style="list-style-type: none"> - Trust - Transparency - Reliability Communication Channels <p><u>Marketing:</u> social media, online, print, tradeshow, media fairs, traditional media</p> <p><u>Sales:</u> on-site, in-community, ancillary</p> <p><u>Service:</u> online, in-market, on-site</p> <p><u>Return Visit:</u> social media, newsletter, blog</p>	Visitor Segments <p>Primary Markets, including</p> <ul style="list-style-type: none"> - Ontario - Quebec - Visiting Friends and Relatives <p>International Markets, including:</p> <ul style="list-style-type: none"> - United Kingdom - Germany - Korea - United States <p>Nature Focussed Travellers, including:</p> <ul style="list-style-type: none"> - Avid Travellers - Connected Explorers - Nature Lovers <p>Soft Adventure Market, including:</p> <ul style="list-style-type: none"> - Up & Coming Explorers - Knowledge Seekers - Cultural Explorers
Key Costs <ul style="list-style-type: none"> - Human resource - Marketing - Capacity building - Wayfinding, (e.g. potential app development could also double as an evaluation tool) <p>* Value driven product intended to create demand for high quality visitors' experiences, with costs offset by increased visitor expenditure at participating businesses and within communities more broadly</p>	Revenue Streams (Cost Offsets) <ul style="list-style-type: none"> - Partner funding - Direct sales of marketing collateral (e.g. route swag) - Municipal accommodation tax - Advertising - Cross-promotion 			

Table 5: Business Model Canvas

6. NEXT STEPS

The implementation process will need to be phased in order to develop Lake Temiskaming Tour 2.0 in an inclusive and sustainable manner. An iterative approach will also allow for decision-making to take place in real-time and in response to developments and changes as they come up.

IMPLEMENTATION PROCESS

Below is an overview of the proposed implementation process, noting that a highly detailed work plan and timeline will need to be developed as soon as possible.

Phase	Description	Timeline
Concept Finalization	- In consultation with key stakeholders, e.g. partners and high potential businesses, finalize the product concept and operational model, including governance structure and criteria to participate	Q1 2019
Resource Inventory	- Account for all existing resources and available capital to identify needs and gaps to fill through partnerships and procurement	Q2 2019
Partnership Development	- Using the Product Development Narrative, attract funding and formalize partnerships with organizations and businesses that have a vested interest in the new tour	Q2 2019
Work Planning and Procurement	- Identify and describe all implementation activities, and assign roles and timelines for completion; including detail on available budgets and required purchases	Q2 – Q3 2019
Capacity Building	- Based on needs and ability of business to meet tour criteria, work with partners to build capacity in businesses interested in participating	Q3 – Q4 2019
Design and Development	- Complete all activities identified in the work plan, towards achieving the final design and structure of the tour	Q4 - 2019
Route Testing	- Working with partners and secret shoppers perform experiential tests of the route across each season, making changes as necessary	Q1 – Q4 2020
Marketing	- Prepare materials for marketing new tour to target markets, including a plan and schedule for communication pushes	Q1 2020 – ongoing
Product Launch	- Work with partners to organize a celebratory launch of the new tour, both in-person and online	Q3 2020

Monitory and Evaluation	- Design and develop evaluation tools for assessing visitor and business experiences during and after participating in the tour	Q3 2020 – ongoing
Iteration	- Make necessary changes to the tour and supporting materials to improve the overall visitor experience, including adding more businesses	Ongoing

Table 6: Implementation Process

CONCLUSION

The Lake Temiskaming Tour is a unique collaborative tourism product that showcases the region through one lake, two provinces, and three cultural groups. The tour spans across the shores of Lake Temiskaming in northeastern Ontario to include many communities and diverse tourism businesses. There is a real opportunity to enhance the existing tour through food tourism. As both an agricultural and wilderness area, Temiskaming and the broader region have a diversity of unique local food tourism products to showcase to visitors. Tying food and drink into the tour must be deliberate and strategic, focussing on tastes and experiences that reflect the history, heritage, culture, seasons, and landscape of the region. Food components must complement existing regional tourism assets including, nature-based activities as well as local festivals and events. Similarly, revising tour itineraries based on criteria for business participation will help to ensure visitor satisfaction. It is anticipated that the tour enhancement will contribute to local economic development by attracting new target markets, including international visitors, and encouraging current visitors to stay longer and spend more. By concentrating visitor spend on local food and drink products as well as supporting agritourism, the enhanced tour will simultaneously play an important role in the long-term viability of local food systems.

That said, the inclusion of food and drink into the tour itineraries must be part of a larger implementation process aimed at increasing the appeal of the tour to new visitor segments. This process will require collaboration between a wide range of food tourism stakeholders including, industry, government, and other tourism organizations. With the product development scoping phase complete, it is time to leverage the energy and momentum of local food tourism stakeholders and begin the exciting work of product planning and implementation.

6.0 APPENDICES

6.1 PRODUCT DEVELOPMENT IDEAS – PROFILES

CONCEPT #1: FOOD AND FIRE FESTIVAL	
Product Description	<ul style="list-style-type: none"> Food and Fire Festival involves food, small curated workshops, cooking demonstrations focused on wild foods/game, and competitions with chefs cooking over open flame (local chefs and celebrity chefs) During this festival food includes campfire foods/foods cooked over a fire (e.g. Thornloe Cheese curds roasted over fire, bannock, etc.) Provide information about foraging in the region (with sustainability in mind) – including haskap berries and sour cherries
Rationale	<ul style="list-style-type: none"> Connection to local history - Great Fire of 1922 in Haileybury Connection to natural environment and landscape
Comparator Product	<ul style="list-style-type: none"> The Gathering (Newfoundland and Labrador) <ul style="list-style-type: none"> Founded by Shaun Majumder (raised in Newfoundland) The Gathering is a celebration of fire-food-music This festival is part of 'OME, a not-for-profit social enterprise OME's purpose is to "rewrite the rural story" by creating a sustainable micro-economy through tourism Prospector tents are used as accommodations for chefs and musicians, they are also a year-round permanent fixture for visitors to rent Sample Activities: "Chef Hike" – Hike through woods to a hidden cove where live music and food prepared over a fire, "Jiggs Dinner Supper" – Includes local musical talent and local chefs during a community supper
Points of Differentiation	<ul style="list-style-type: none"> Leveraging Les Stroud "Survivorman" as an ambassador for the festival The festival can highlight natural/wilderness throughout region Potentially position the festival as an "exclusive event"
Target Audience	<ul style="list-style-type: none"> Outdoor survivalists Outdoor enthusiasts Foodies/food tourists Millennials Generation X
Key Planning Considerations	<ul style="list-style-type: none"> Create packages that include accommodations – camping on an island, campgrounds, traditional hotel, or prospector tents that attendees can rent Permits for open fire and cooking outdoors (health unit) Finding outdoor event space (e.g. waterfront), may need multiple spaces for different kinds of activations
Potential Risks	<ul style="list-style-type: none"> Les Stroud does not want to participate/is not available to participate Lack of uptake from visitors, locals, local chefs, and other chefs from the region Visitors do not want to drive to Temiskaming District

Relevant Assets	<ul style="list-style-type: none"> • Natural assets including an abundance of fresh local ingredients • Underutilized spaces (e.g. New Liskeard Agricultural Research Station)
Potential Partners	<ul style="list-style-type: none"> • Les Stroud • Breweries in Northern Ontario • Thornloe Cheese (fire-roasted cheese) • Poschaven Farms (using local flour to make bannock)
Key Outcomes	<ul style="list-style-type: none"> • Brings new visitor demographics to the region • Locals and visiting friends and relatives (VFR) spend money locally • Opportunity for food tourism and business community to collaborate

PRODUCT CONCEPT #2: ENHANCED SNOWMOBILE TRAILS	
Product Description	<ul style="list-style-type: none"> • Enhancing the snowmobilers experience through food and drink – with concept of “enjoy the trails and leave the cooking to us” • Food is positioned as an added-value rather than primary reason for visitation • Potential to develop a route or loop where visitors can have lunch at a specific location rather than bring a picnic/packed food • Foodservice businesses can offer hearty foods, such as meatloaf sandwiches, stews, pot roasts , potatoes, meat pies as part of the event
Rationale	<ul style="list-style-type: none"> • Snowmobiling is one of the primary tourism draws during the winter season • This product is a way to enhance the visitor experience, and encourage people to stay longer and spend more while in the region
Comparator Product	<ul style="list-style-type: none"> • Mid-Winter Bivver (Newfoundland and Labrador) <ul style="list-style-type: none"> ○ Snowmobile and culinary festival – features food prepared by award-winning chefs, snowmobile trail ride, 5-course dinner and wine pairing ○ Festival has major sponsors such as Sysco and Labatt (the menu isn’t “locally sourced” and isn’t unique to the region – steak, harissa spiced chicken, prime rib, tempura prawns, etc.) ○ Foragers Feast is a ticketed activation that features local ingredients prepared by a locally-renowned chef
Points of Differentiation	<ul style="list-style-type: none"> • Food and drink are used to elevate the snowmobilers experience • Northern Ontario, New Brunswick, and Quebec all have snowmobiling, but there are very little connections to food and drink
Target Audience	<ul style="list-style-type: none"> • Snowmobilers (from US, Quebec, other parts of Northern Ontario) • Outdoor enthusiasts and adventurers
Key Planning Considerations	<ul style="list-style-type: none"> • Enhancing existing snowmobile routes (through maintenance and signage) • Working with restaurants and accommodations to tell stories about the food and drink on offer – snowmobilers can experience food and drink en route

	<ul style="list-style-type: none"> • Connecting event with local elements (e.g. ingredients, people, stories)
Potential Risks	<ul style="list-style-type: none"> • Lack of uptake from business owners, locals, and snowmobilers • Lack of market-ready businesses
Relevant Assets	<ul style="list-style-type: none"> • Reliable snow and winter, and maintained snowmobile trails • Existing restaurants, who can add locally-sourced hearty meals to menus • Tourism Excellence North (TEN) training to increase market-readiness • World's Greatest Snowmobiling Destination project (DNO)
Potential Partners	<ul style="list-style-type: none"> • Outfitters • Hotels • Restaurants • Parks • Trail associations • Destination Northern Ontario
Key Outcomes	<ul style="list-style-type: none"> • Brings new visitor demographics to the region • New product for snowmobiler market (incentivizes travel to specific region) • Timiskaming District is recognized as a top snowmobiling destination

PRODUCT CONCEPT #3: ENHANCED LAKE TEMISKAMING TOUR	
Product Description	<ul style="list-style-type: none"> • Adding food and drink experiences to the existing Lake Temiskaming Tour • There is an opportunity to showcase three main cultural groups • There could potentially be a focus on beer and cheese or local picnic boxes • It can complement existing food and drink festivals (e.g. Foire Gourmande) • Tie food and drink into natural assets in the region (haskap berries) • Leverage food tourism assets across the value chain
Rationale	<ul style="list-style-type: none"> • Lake Temiskaming Tour exists and can be enhanced with food and drink • Opportunity for collaboration across the region (Ontario and Quebec) • The Lake Temiskaming Tour focusses on each community, and major tourism attractions, as such food and drink is a complement for visitors touring the loop
Comparator Product	<ul style="list-style-type: none"> • Île d'Orléans, Quebec <ul style="list-style-type: none"> ○ Island located just outside of Quebec City (15 mins) where farming and agriculture thrive year-round. Visitors can drive in a loop and experience wineries, chocolate stores, and farms while also learning about the history of the area through heritage buildings/sites. Île d'Orléans tourism offers a map of the region that highlights all the attractions, and

	also has themed circuits for history and culture, the landscape, and religious heritage.
Point of Differentiation	<ul style="list-style-type: none"> • Lake Temiskaming Tour is a unique product for the area • There are vast agriculture and natural landscapes • The area has a rich history and heritage • Experience foods from three main cultural groups • Beautiful drive around the lake, that connects two distinct provinces
Target Audience	<ul style="list-style-type: none"> • Motorcycle tourists • Visitors who are going on road trips • Outdoor enthusiasts • Families • Visiting friends and relatives
Key Planning Considerations	<ul style="list-style-type: none"> • Businesses need to be market-ready (meet the expectations of visitors, depending on type of businesses) to participate • Consider how to update current guides/stamp stations to encourage people to visit and learn about the businesses • Connecting food and drink to natural and cultural assets?
Potential Risks	<ul style="list-style-type: none"> • Lack of uptake from businesses • Difficulty in achieving market-readiness
Relevant Assets	<ul style="list-style-type: none"> • TEN training programs • Existing Lake Temiskaming Tour
Potential Partners	<ul style="list-style-type: none"> • Destination Northern Ontario • Food tourism businesses
Key Outcomes	<ul style="list-style-type: none"> • Lake Temiskaming Tour is enhanced through food and drink • Visitors have meaningful food and drink experiences in the region • Visitor are more aware of food and drink experiences in the region

PRODUCT CONCEPT #4:

“THE TRADING TABLE” – HISTORIC FOOD AND DRINK FESTIVAL

Product Description	<ul style="list-style-type: none"> • Leveraging Fort Témiscamingue National Historic Site for a historic food and drink event that can be positioned as a fundraising event, where there are bartering sessions to trade approved canned food (as the voyageurs) • Incorporate food and drink vendors from Ontario and Quebec – including haskap berry producers • Activations: A long table dinner that showcases heritage foods (from Ontario and Quebec), local entertainment, and historical interpretation from Parks Canada
Rationale	<ul style="list-style-type: none"> • Strong ties to heritage and three main cultural groups • Leverages the region’s many natural and cultural assets • Interactive and experiential product that many visitors seek • Collaboration across a broader region (and between provinces)
Comparator Product	<ul style="list-style-type: none"> • <u>YGK Craft Beer Festival at Fort Henry</u> (Kingston) <ul style="list-style-type: none"> ○ Fort Henry is private owned, though it is listed as a national historic site through Parks Canada. This site is leveraged for many private events including the YGK Craft Beer Festival.

	<p>This beer festival features local breweries, food vendors, and entertainment.</p> <ul style="list-style-type: none"> Heritage Teas at Ermatinger-Clergue National Historic Site (Sault Ste. Marie) <ul style="list-style-type: none"> Ermatinger-Clergue National Historic Site is a federally designated heritage site through Parks Canada. However, it is owned and operated by the City of Sault Ste Marie. The site offers unique heritage culinary experiences through historic menus that use locally grown produce (grown on-site).
Points of Differentiation	<ul style="list-style-type: none"> Fort Témiscamingue National Historic Site is a unique location that has rich history and heritage, and cultural landscape Visitors can learn about voyageurs and Indigenous history
Target Audience	<ul style="list-style-type: none"> Family-oriented Road-trippers Cultural tourists Visiting friends and relatives
Key Planning Considerations	<ul style="list-style-type: none"> Essential to ensure cultural sensitivity, consult with local Indigenous communities Decide on the purpose of the fundraiser, and where proceeds will be donated Consider linking this event as part of Foire Gourmande Creating a clear understanding of how bartering will be executed
Potential Risks	<ul style="list-style-type: none"> Parks Canada is not interested activating this event Local Indigenous communities are not consulted/not interested in participating
Relevant Assets	<ul style="list-style-type: none"> Fort Témiscamingue National Historic Site Food tourism businesses in Ontario and Quebec
Potential Partners	<ul style="list-style-type: none"> Parks Canada, interpretation and event staff Local chefs and restaurants Local producers Local Indigenous communities
Key Outcomes	<ul style="list-style-type: none"> Visitors can learn about the history of the area and site Visitors can taste historical foods/foods and drink connected to the region

PRODUCT CONCEPT #5: TASTE TIMISKAMING

Product Description	<ul style="list-style-type: none"> Showcase local food and drink in the region (brews, bison, and berries) Develop a signature dish (bison poutine) and drink (blueberry cocktails) Coordinate with local restaurants to have a food competition (e.g. best bison burger). Festival-goers can tour between restaurants to try out the products Potential to incorporate the local food and drink picnic boxes or charcuterie plates at local restaurants with local cheese, meats, and jams (haskap berries)
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Rationale	<ul style="list-style-type: none"> • Showcase and celebrate food and drink products that come from the region • Showcase and celebrate local food and drink producers
Comparator Product	<ul style="list-style-type: none"> • Annual Golden Spurtle (Cairngorms, Scotland) <ul style="list-style-type: none"> ◦ Event that began in 1994 in Carrbridge in the Cairngorms. The idea of the festival was to raise the profile of the village and of porridge as a healthy affordable food that is unique to Scotland. Businesses across the food tourism value chain are engaged to create unique porridges. The oats are supplied by a family-run business that is iconic in Scotland (Hamlyns). This event now draws people from across the world.
Points of Differentiation	<ul style="list-style-type: none"> • Signature dish and drink (using locally-sourced ingredients) • Featuring a competition to see who can enhance the signature dish/drink
Target Audience	<ul style="list-style-type: none"> • Locals • Visiting friends and relatives (VFR)
Key Planning Considerations	<ul style="list-style-type: none"> • Consider linking this event as part of Foire Gourmande • Selecting a dish and drink that reflects what is grown/raised/harvested in the region
Potential Risks	<ul style="list-style-type: none"> • Lack of uptake from businesses • Lack of supply of locally-sourced ingredients
Relevant Assets	<ul style="list-style-type: none"> • Numerous food and drink producers in the region • Waterfront area for hosting festival
Potential Partners	<ul style="list-style-type: none"> • Local food and drink producers • Food tourism businesses
Key Outcomes	<ul style="list-style-type: none"> • Develop greater awareness around local food and drink products • Raise the profile of Timiskaming District • Build a sense of community

PRODUCT CONCEPT #6: PICNIC SERIES (ROTATING LOCATIONS)

Product Description	<ul style="list-style-type: none"> • Picnic series that celebrates local food, local chefs and features different locations in the region (e.g. waterfront, trails, rivers, farms, geologically significant areas, historical sites)
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	<ul style="list-style-type: none"> • Can be developed to be a 4-season series, which ties well into the natural selling points of the region. In the winter, participants could snowmobile or snowshoe to the picnic location. If attendees dress for the weather the event could involve eating outside and setting up a long-table on a lake • On event days chefs will local prepare food and drink that is representative of the selected location and tie in storytelling to explain the menu • Picnic packs can also available at select retail locations, visitors can bring them on a hike or for a lake paddle
Rationale	<ul style="list-style-type: none"> • Many of Timiskaming's food and drink products lend themselves well to a picnic— cheese, beers, jams, baked goods, charcuterie, fish fry, barbeque • It also allows for other cultural and natural assets to be incorporated and showcased into the event depending on the location, could tie in to the potential UNESCO geological designation
Comparator Product	<ul style="list-style-type: none"> • Interesting article: Pop-up dining experiences around the world <ul style="list-style-type: none"> ○ There are many different types of pop-up dining experiences in the world, it connects with the trend of serving food in unexpected environments • Underwater Dining at Lock 21 (Peterborough, Ontario) <ul style="list-style-type: none"> ○ Peterborough and the Kawarthas Tourism in partnership with the Canadian Canoe Museum offered a unique dining experience that allowed visitors to dine beneath the Peterborough Lift Lock. For this exclusive experience, twelve participants paddled a voyageur canoe along the waterway and learned about its history and the function of the lift locks, after which received a meal that focused on locally-sourced ingredients. Tickets were \$265 per person (plus tax) and sold out in 10 hours after being released in March 2017.
Points of Differentiation	<ul style="list-style-type: none"> • Northern spin on food and drink, makes for a unique experience • Showcase Northern agricultural heritage and products • Foods from three cultures cooked by different local chefs
Target Audience	<ul style="list-style-type: none"> • Outdoor enthusiasts • Cultural tourists • Foodies • Visiting friends and relatives
Key Planning Considerations	<ul style="list-style-type: none"> • Locations will need to be creative to be memorable • Access to cooking supplies such as fuel sources etc. may be limited depending on location
Potential Risks	<ul style="list-style-type: none"> • Lack of uptake for event could be mediated by also selling the picnic packs available at retail locations
Relevant Assets	<ul style="list-style-type: none"> • Diversity of interesting venues • Abundance of local food to show off
Potential Partners	<ul style="list-style-type: none"> • Parks, outdoor clubs • Cultural sites • Local chefs and restaurants

	<ul style="list-style-type: none"> • Local producers
Key Outcomes	<ul style="list-style-type: none"> • Develop greater awareness around local food and drink products • Raise the profile of Timiskaming District • Create opportunities for collaboration and partnerships

6.2 COMPARATORS

Route des Saveurs – Charlevoix, Québec

The *Route des Saveurs* (RDS) highlights the agricultural production of the Charlevoix region in Quebec and the role of local ingredients and products in the culinary interpretations made by the region's chefs and restaurants. Charlevoix is a four-season destination; summer and winter activities are not listed on the RDS website, but they are listed on the main Charlevoix tourism website. The RDS is managed by "La Table Agro-Touristique de Charlevoix", a not-for-profit collective of agricultural, hospitality, food & drink leaders and producers from Charlevoix.

The RDS is offered as a self-guided tour. A route map, stop descriptions, and recipes with local ingredients are shared on the website and the "Route de Saveurs Charlevoix" magazine (free of charge). The magazine is released on a yearly basis; listed destinations are updated every year as well. The RDS is divided into two main food-based categories, the first being "Producers" and the second "Restaurateurs". There is a third category for "Affiliate Members" consisting primarily of activity-based tourism businesses and accommodation providers. The "Terroir Charlevoix" certifies tour listings and products' as coming solely from Charlevoix. There are currently 24 "Producers" listed, 20 "Restaurateurs" and 5 "Affiliate Members." Businesses featured as part of the tour include:

<ul style="list-style-type: none"> • Dairy farmers • Vineyards (tomato wine) • Bakeries • Breweries • Butchers • Cheese makers 	<ul style="list-style-type: none"> • Animal farmers • Cafes • Restaurants/ bistros • Bars/pubs • Chocolatiers
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The tour features the following activities: food sampling, animal farm visits, and direct contact with those involved in production. The RDS is offered to anyone wishing to partake. Materials are primarily in French, but the magazine includes listings in French and English. Since visitors can

create their own tour, there is no set distance or price for the RDS. The RDS covers several places spread across the area so it is primarily meant for car/ motorcycle travel. Some of the featured stops are on the Île-aux-Coudres which involves a ferry ride.

The RDS does not incorporate a gamification aspect, instead visitors use the magazine or website as a resource to craft their own visit. The website offers the option to narrow down the selection of destinations through a checkbox menu, which then identifies destinations that match the selected criteria.

The RDS points of differentiation include the long history of culinary tradition in Charlevoix, the “generational savoir-faire”, a strong field to fork experience, and the focus on a terroir approach. The terroir approach is further supported by the certification program “Terroir Charlevoix”.

Canada’s Food Island Culinary Trail – Prince Edward Island

The Canada’s Food Island Culinary Trail in Prince Edward Island has the ultimate goal to collectively position PEI as a “premium destination brand in food tourism and promote [the] key food exports – lobster, potatoes, oysters, mussels, and beef [...] Canada's Food Island is the overall brand which acts as an identifying system for people to easily recognize PEI local food products. Canada's Food Island connects PEI growers, producers, processors, chefs, restaurants, food tourism operators and other culinary industry stakeholders through a single, united voice.”²⁵ The tour is managed by Welcome PEI and the Food Island Partnership, it is part of the Agri-Food Growth Program which is overseen by Agriculture and Fisheries. The tour is funded by Atlantic Canada Opportunities Agency, the PEI Department of Agriculture and Fisheries, and the PEI Department of Economic Development and Tourism.

The tour is self-guided, and participants can access the listed destinations on the website or with the 2018 Culinary Trail & Dining Guide Online Magazine. As a four-season destination, visitors to the website can see “What’s in Season?” by following a tab on the navigation menu, information on seasonal products is also included in the Online Magazine. The Culinary Trail has six subthemes: Fishers, Restaurants, Authentic PEI Products, Culinary Adventures, Local Markets, or Farmers. Visitors can choose according to subtheme or choose one of five geographical regions to base their tour around. Once the visitor inputs their selection online, a list of destinations

²⁵ (Canada’s Food Island Culinary Trail website)

is given (a form of itinerary), each listing has its own price and hours of operation. The types of businesses that are included in the tour are:

<ul style="list-style-type: none">• Restaurants• Fisheries (Tuna, Lobster, Oysters, etc.)	<ul style="list-style-type: none">• Animal farms• Breweries• Vegetable Farms
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Food and drink are the main focus of the tour (including the production side and the interpretation or service side). The tour's points of differentiation include a focus on the local's perspective, consistent branding as Canada's Food Island, history as "an island built on food", home of food-start-ups and PEI as an environment for food innovation. The image of "Canada's Food Island" also asserts PEI's willingness to look toward the future of food on top of a culinary tradition rooted in the island. Part of the advertising of the Culinary Trail includes videos of the destination and celebrity endorsement with "Chef Chuck Hughes' Prince Edward Island" in a video feature where he takes viewers around the island as he meets with local producers and collects ingredients.

Lake Superior Circle Tour – Minnesota, Wisconsin, Michigan, and Ontario

The Lake Superior Circle Tour (LSCT) takes place around the shores of Lake Superior spanning the cultures found in the US states of Minnesota, Wisconsin, and Michigan and the Canadian province of Ontario. The trail is over 2000km long. It is a self-guided tour where visitors have the option to complete it in one go or spread the completion out over 2-3 years. The LSCT is managed by North of Superior Tourism Association and Superior Country, it is funded by state/ provincial tourism bodies and governments.

When partaking in the LSCT participants can collect stamps by visiting six main location across the tour by car or by boat (those going by boat pick up a 'passport' at participating marinas). Once all six stamps have been collected, they can take a photo of their stamp sheet, which is downloadable online or collected on site, upload the photo, and then receive a Certificate of Completion. The tour can take place across the four seasons, clarification of season-specific activities is not set in a separate part of the website or guide. The activities and assets listed on the tour include, fresh water sailing, historic voyageur routes, nature parks, native arts and culture, outdoor attractions, boat tours, hiking trails, historic rivers, sandy beaches, wonderful waterfalls and large lighthouses to visit, cross-country and downhill skiing, snowmobile trails.

The LSCT is aimed at families and residents of the region who can come back year after year to complete different legs of the tour; this also includes tourists in the region, who can focus on a specific section of the full itinerary for regional exploration. With special guides/blogposts that target motorcycle riders and a passport program for boaters, each group can be identified as a specific demographic as well. Depending on the season, the tour can be completed by boat, car, motorcycle, RV, and snowmobile. The types of businesses that play a role in the tour include:

<ul style="list-style-type: none"> • Camping venues • Breweries • Restaurants • Resorts, hotels, motels 	<ul style="list-style-type: none"> • Roadside stops • Museums • Tourist centers • Marinas • Parks
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Drink is highlighted through The Lake Superior Ale trail - a separate website that lists breweries around the LSCT. Food is not highlighted, it is only mentioned in the online descriptions (e.g. "...great dining establishments and unique gift shops and regional attractions" (LSCT home page) and in blog posts (e.g. eatdrink.ca). The LSCT's points of differentiation include the dramatic landscape around the Lake Superior coast, the international span of the trail (the possibility to travel through three states and one province), the scale of the world's largest fresh water lake, the possibility for activities around the lake. Aside from the Certificate of Completion program, participants can also enter a photo for the chance to have it featured on the Lake Superior Circle Tour Adventure Guide.

Hot Tamale Trail – Mississippi Delta

The Hot Tamale Trail is an effort to document the history, tradition, and culture of hot tamales from Tunica to Vicksburg in the Mississippi Delta, offering cultural tourists a complete guide to a unique culinary experience. It is part of the Southern Foodways Alliance Oral History program. The project is managed by the Southern Foodways Alliance and the Viking Range Corporation.

The self-guided tour spans approximately 200km around the shores of the Mississippi River. The types of businesses featured include:

<ul style="list-style-type: none"> • Producers • Restaurants • Roadside stops 	<ul style="list-style-type: none"> • Stands/kiosks • Home-based businesses
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The restaurants and individual producers are presented as part of a larger oral history project, documenting the role of tamales in the region – their cultural ties to Latino cultures and the unique development in the Mississippi Delta. Through a focus on food (tamales) different cultural aspects are presented as part of the draw to the destination (e.g. music). The listings are shared as an interactive map on the website, which is kept as up to date as possible. However, participants are asked to confirm with each producer prior to their visit.

The Corporation of the City of Temiskaming Shores

By-law No. 2019-053

Being a by-law to enter into an agreement with Miller Paving Limited for the 2019 Roadway Surfacing Program within the City of Temiskaming Shores

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to responds to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Administrative Report No. PW-003-2019 at the April 2, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Miller Paving Limited for the 2019 Roadway Surfacing Program for consideration at the April 2, 2019 Regular Council meeting.

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Miller Paving for the 2019 Roadway Surfacing Program contact in the amount of \$580,761.85 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 2nd day of April, 2019.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule “A” to

By-law 2019-053

Agreement between

The Corporation of the City of Temiskaming Shores

and

Miller Paving Limited

for the 2019 Roadway Surfacing Program

This agreement made in duplicate this 2nd day of April 2019.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

and

Miller Paving Limited
(hereinafter called "the Contractor")

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

Article I:

The Contractor will:

- a) Provide all material and perform all work described in the Documents entitled:

**Corporation of the City of Temiskaming Shores
2019 Roadway Surfacing Program at various locations
and outlined in Administrative Report No. PW-003-2019**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents as itemized in Appendix 01, a copy of which is hereto attached and forming part of this agreement; and
- c) Complete, as certified by the Engineer, all the work by **September 30th, 2019.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid Five Hundred and Eighty Thousand - Seven Hundred and Sixty- one Dollars and Eighty-five Cents (\$580,761.85) plus applicable taxes subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents, as fully to all intents and purposes as though recited in full herein.

Article IV:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Contractor:

Miller Paving Limited
P.O. Box 248
704024 Rockley Road
New Liskeard, Ontario
P0J 1P0

The Owner:

City of Temiskaming Shores
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Engineer:

The Director of Public Works
City of Temiskaming Shores
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

Remainder of Page left blank intentionally

Clerk – David B. Treen

2019 Hardtop Maintenance Program

- a) Resurface Armstrong Street from Hwy 65E southward for 660 metres. - \$309,236.40 (plus tax)

1. Milling 50mm of exist asphalt through entire width of roadway.
2. Placement of tack coat and geotextile on milled surface.
3. Placement one lift of 50mm Hot Laid Asphalt at a width equal to the existing paved surface.

*Curb repairs, catchbasin adjustments and shouldering by others

- b) Resurface Cedar Street from Lakeshore Road to May Street – \$106,634.20 (plus tax)

1. Pulverizing existing asphalt surface of Cedar Street from Lakeshore Road to May Street.
2. Placement up to 75mm of Granular “A” and re-grade surface.
3. Placement one lift of 50 mm Hot Laid Asphalt at 8.5 metres wide.

*Sidewalk repairs, manhole and catchbasin adjustments and shouldering by others

- c) Resurface Scott Street from Whitewood Ave. to Birch Street North – \$142,920.00 (plus tax)

1. Pulverizing existing asphalt surface of Scott Street from Whitewood Ave to Birch Street
2. Placement up to 75mm of Granular “A” and re-grade surface
3. Placement one lift of 50 mm Hot Laid Asphalt at 9.0 metres wide.

*Catchbasin adjustments, manhole adjustments and shouldering by others

- d) Surface Treatment on View Street from Niven Street to Quarry Road South - \$21,971.25 (plus tax)

1. Placement one lift of Surface Treatment at 9.0 metres wide.

The Corporation of the City of Temiskaming Shores
By-law No. 2019-054
Being a by-law with respect to water and sewer service rates

Whereas in accordance to Section 391(1) a municipality and a local board may pass by-laws imposing fees or charges on any class of persons,

(a) for services or activities provided or done by or on behalf of it;

And whereas in accordance to Section 398 (2) of the Municipal Act, S.O. 2001, c.25, as amended, the treasurer of a local municipality may, and upon request of a local board whose area of jurisdiction includes any part of the municipality shall, add fees and charges imposed by the municipality, or local board, respectively, under this Part to the tax roll for the following property in the local municipality and collect them in the same manner as municipal taxes:

1. In the case of fees and charges for the supply of a public utility, the property to which the public utility was supplied.

Now therefore the Council of The Corporation of the City of Temiskaming Shores deems it expedients to enact the following:

1. That the rates and charges with respect to water and sewer services are hereby set as per Schedules "A" and "B" hereto attached and forming part of this by-law.
2. That the provisions of this By-law shall come into force and take effect January 1, 2019.
3. That by-law 2018-066 with respect to rates and charges for water and sewer services is hereby repealed.

Read a first, second and third time and finally passed this 2nd day of April, 2019.

Mayor – Carman Kidd

Clerk – David B. Treen

Schedule "A"
2019 Schedule of Water & Sewer Rates

Roll Numbers 010-000-00000-0000 to 010-999-99999-9999 (New Liskeard)
and 030-000-00000-0000 to 030-999-99999-9999 (Haileybury)

<u>Domestic Water and Sewage Users</u>			
	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$509.68	\$433.24	\$942.92
Pool	\$54.81	\$46.58	\$101.39
<u>Business Operated out of Residential Units</u>			
	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$246.04	\$209.13	\$455.17
<u>Commercial/Industrial</u>			
	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$492.08	\$418.27	\$910.35
<u>Restaurants/licensed facilities</u>			
	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$981.59	\$834.36	\$1,815.95
<u>Hotels / Motels (each self Contained Unit)</u>			
	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$384.96	\$327.22	\$712.18
<u>Car Dealers</u>			
	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$981.59	\$834.36	\$1,815.95
<u>Rooming Houses:</u>			
<u>Basic Residential</u>	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$509.68	\$433.24	\$942.92
<u>Each Add'l Room</u>			
Annual	\$95.23	\$80.95	\$176.18
<u>Schools (per student/staff)</u>			
	<u>Water only</u>	<u>Sewer only</u>	<u>Combined</u>
Annual	\$13.42	\$11.41	\$24.83

Sewage Service Rates

Sewage service rates shall be charged at a rate of eighty-five percent (85%) of the total water rate charges.

Metered Water Rates

Rates and Charges (Residential)

First 925,000 gallons	\$5.30/1000 gallons
All additional gallons	\$3.46/1000 gallons
Minimum Bill	\$509.68

Residential Rate (Multi Residential Dwelling)

First 925,000 gallons	\$5.30/1000 gallons
All additional gallons	\$3.46/1000 gallons
Minimum Bill	\$509.68 x half the number of residential units

Commercial, Institutional, & Industrial

First 925,000 gallons	\$3.84/ 1000 gallons
All additional gallons	\$3.34/1000 gallons
Minimum Bill	\$492.08

Combination of Residential and Commercial, Institutional & Industrial

First 925,000 gallons	\$5.30/1000 gallons
All additional gallons	\$3.46/1000 gallons
Minimum Bill	\$492.08 x half the number of units
Minimum Bill for Motels	\$492.08 x 35% of the number of units

Vacancy Rates/ Water Service Off

Units unoccupied for a period of at least three (3) consecutive calendar months with water service maintained ¹ are eligible for the vacancy rate (30% of monthly water & sewer rates). The vacancy rate will take affect in the 4th month of the vacancy period.

30%/unit/month

Units unoccupied with water service turned off by Physical Services staff ¹ (50% of sewer charge)

50%/unit
sewage maintenance fee

¹Resumption of occupancy and service following vacancy shall incur normal charges for the full month during which occupancy is resumed.

Water Meter Rentals

Meter Size

5/8"	\$60.00
3/4"	\$60.00
1"	\$60.00
1 1/2"	\$96.00
2"	\$96.00
3"	\$216.00
4"	\$216.00

Service Turn off or Reconnection

-during regular hours	\$30.00
-after regular hours	\$50.00

Schedule "B"
2019 Schedule of Water and Sewage Rates

Roll Number 020-000-00000-0000 to 020-999-99999-9999 (Dymond)

<p><u>Water Rates</u></p> <p><u>Residential</u> Annual Fee \$509.68/unit Pool \$54.81/unit</p> <p><u>Commercial Users</u> Small \$492.08/unit Medium \$819.43/unit Large \$1,311.01/unit Commercial Retail Outlet \$89.38/employee</p> <p><u>Motels & Restaurants</u> Motels \$124.62/unit Motel Swimming Pool \$10.39/unit Health Club Swim Pool \$21.02/member Restaurant Dining Room \$45.31/seat Restaurant Tavern \$25.89/seat</p> <p><u>Institution</u> Schools \$13.42/student</p> <p><u>Meter Rates</u> Commercial, Institutional, & Industrial First 925,000 gallons \$3.84/ 1000 gallons All additional gallons \$3.34/1000 gallons Minimum Bill \$492.08</p>	
<p><u>Sewage Service Rates</u></p> <p>Sewage service rates shall be charged at a rate of eighty-five percent (85%) of the total water rate charges.</p>	

The Corporation of the City of Temiskaming Shores

By-law No. 2019-055

**Being a by-law to amend By-law No. 2016-018 being a
by-law to enter into an agreement with Drain-All Ltd. as
a Registered Transporter for the City's Municipal
Hazardous and Special Waste (MHSW) – 2019 Orange
Drop Collection Event**

Whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council, through By-law No. 2016-018 entered into an Agreement with Drain-All Ltd. as a Registered Transporter for the City's MHSW Orange Drop Event for 2016 and 2017;

And whereas Council considered Administrative Report PW-004-2019 at the April 2, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2016-018 to extend the service agreement with Drain-All for the 2018 Orange Drop Event for consideration at the April 2, 2019 Regular Council meeting.

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Schedule "A" to By-law No. 2016-018, as amended be hereby further amended by deleting Article 2 Collection Events and replace with the following:

Collection Event

The Collection Event related to the obligations of the Parties under this Agreement shall be held on **Saturday, June 1, 2019** scheduled to commence at 9:00 am and terminate at 2:00 pm. The Parties under this agreement further agree that the termination time may be extended should circumstances warrant (i.e. line-up of vehicles wanting to dispose of MHSW materials).

2. That Appendix 02 Disposal Pricing to Schedule "A" to By-law No. 2016-018, as amended be hereby removed and replaced with Appendix 01, attached hereto and forming part of this by-law.
3. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the by-law and schedule as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

Read a first, second and third time and finally passed this 2nd day of April, 2019.

Mayor – Carman Kidd

Clerk – David B. Treen

Disposal Pricing



Drain-All

Napanee Operations - www.drainall.com
444 Advance Ave., Napanee, Ontario, K7R 3Z6
Tel: (613) 354-9393 / 1-800-265-3868 Fax: (613) 354-9076

June 12, 2017

The City of Temiskaming Shores
P. O. Box 2050
325 Farr Dr.
Haileybury, Ontario
P0J 1K0

Dear Steve Burnett:

We at Drain-All Ltd. (Napanee) are pleased to provide the following quotation for your MHSW events (ORANGE DROP COLLECTION EVENT) of the following waste material at the event day to be held on

SATURDAY, June 2, 2018 WITH AN OPTIONS FOR JUNE 1, 2019.

THERE WILL BE NO PRICE INCREASE FOR EITHER OF THESE YEARS

Mobilization/ Operations 2017/18 - \$ 5,200.00

This will include: 2 tractor trailers, one supervisor/chemical technician, 2 chemical technicians; lab packing and loading full drums of waste, and the transportation to Ottawa.

The event time would be from 9:00 am till 2:00 pm, with Drain-All Ltd. employees arriving at the site to set up at 8:00 am. The above pricing also includes: Drain-All Ltd. MOBILE C. of A, check in sheets, all supplies, drums and manifests. All volunteers would receive tyvak suits, safety glasses and gloves from Drain-All.

<u>Description</u>	<u>Price 2019 (\$/lab pack)</u>	<u>Estimated Volume</u>
<u>STEWARDSHIP ONTARIO AND/OR PRODUCT CARE - PHASE ONE MATERIAL</u>		
PAINT	125.00	100 LAB PACKS
BATTERIES	2.80/KG	800 KG
FLAMMABLES	65.00	40 LAB PACKS
AEROSOL	90.00	5 LAB PACKS
SMALL PROPANE	185.00	1 LAB PACK
PESTICIDES	140.00	5 LAB PACKS
FERTILIZERS	90.00	1 LAB PACK

ANTIFREEZE	65.00/BULK DRUMS	1 BULK DRUM
OIL FILTERS	90.00	1 LAB PACK
EMPTY OIL CONTAINERS	0.00/KG	9 BAGS/180 KG
LARGE PROPANE TANKS	0.00/KG	20 TANKS/130 KG

MUNICIPAL - PHASE THREE MATERIAL

PHARMACEUTICALS	90.00	1 LAB PACK
FIRE EXTINGUISHER	90.00	1 LAB PACK
SHARPS	8.00/KG	5 KG
LIGHT TUBES	0.30/FOOT	1,200 FEET
LIGHT BULBS	0.80/BULB	300 BULBS
ACIDS	90.00	1 LAB PACK
BASE	90.00	3 LAB PACKS
OXIDIZERS	90.00	1 LAB PACK
OIL DRUM	25.00	5 DRUMS

Drain-All utilizes 3.3 cubic meter cages to contain the paint. This allows for quick and uniform storage of the 4 liter and 20 liters of paint related material. The cages being loaded by a forklift allows a quicker loading time at the end of the event day.

All above Stewardship Ontario and Product Care materials will be collected to maximize payment from Stewardship Ontario and Product care.

The City of Temiskaming Shores would supply the following: staff (volunteers) to direct traffic, check in vehicles, unload the vehicles, and assist in bulking of oil. 5 –10 people are recommended for ease of operation. This is a cost saving measure for your municipality, as they should be at no cost to the municipality. These people could be environmental groups, service club members, volunteer firefighters, town counselors or any civic-minded persons or groups. The Town would also supply a non –hazardous bin (garbage) and a fork lift.

I look forward to working with you to meet your waste management needs. Should you require any further assistance, please contact me at our Napanee office at 613-354-9393

Sincerely

Steve Tebworth
HHW Coordinator
Drain-All Ltd. (Napanee Office)

The Corporation of the City of Temiskaming Shores

By-law No. 2019-056

Being a by-law to enter into an agreement with Midwestern Line Striping Inc. for the provision of Roadway Centre and Edge Line Painting Services

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to responds to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Administrative Report No. PW-006-2019 at the April 2, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to enter into a two (2) year agreement with Midwestern Line Striping Inc. for Roadway Centre and Edge Line Painting Services for consideration at the April 2nd, 2019 Regular Council meeting;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Midwestern Line Striping Inc. for Roadway Centre and Edge Line Painting Services at the unit cost of \$0.345 per linear metre plus applicable taxes as well as \$150/hr of line marking where needed, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 2nd day of April 2019.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule “A” to

By-law 2019-056

Agreement between

The Corporation of the City of Temiskaming Shores

and

Midwestern Line Striping Inc.

for the Centre and Edge Line Painting Services

This agreement made in duplicate this 2nd day of April 2019.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

And:

Midwestern Line Striping Inc.
(hereinafter called "the Contractor")

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

ARTICLE I:

The Contractor will:

- a) Provide all material and perform all work described in the Tender Documents entitled:

**Corporation of the City of Temiskaming Shores
Roadway Centre / Edge Line Painting Services
Tender No. PWO-RFT-002-2019**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents, and
- c) Complete, as certified by the Director, all the work by **July 31st, of each year (2019 & 2020).**

ARTICLE II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid at a unit rate of \$0.345/linear metre of line paint plus applicable taxes, as well as \$150/hour plus applicable taxes for pre-marking when necessary subject to additions and deductions as provided in the Contract Documents attached hereto as Appendix 01.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such Invoice.

ARTICLE III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents, as fully to all intents and purposes as though recited in full herein.

ARTICLE IV:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Contractor:

Midwestern Line Striping Inc.
P.O. Box 159
Clarksburg, Ontario
N0H 1J0

The Director:

The Director of Public Works
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Owner:

City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

Remainder of Page left blank intentionally

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in
the presence of

Contractor’s Seal

Midwestern Line Striping Inc.

President – Sharon Barbottie

Witness – Signature

Name: _____

Title: _____

**Corporation of the City of
Temiskaming Shores**

Municipal Seal

Mayor – Carman Kidd

Clerk – David B. Treen



Appendix 01 to
Schedule “A” to

By-law No. 2019-056

Form of Agreement



Form of Tender

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Tender. I/We understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labour, apparatus and documentation as are required to satisfy this Tender.

NOTE: All portions of "Form of Tender" must be accurately and completely filled out.

Section 1

ITEM	QUANTITY	DESCRIPTION	QUOTED BID PRICE PER LM	TOTAL
1	50,000 linear meters	50,000 linear metres commencing at north boundary limits of Temiskaming Shores and ending at southern boundary limit shall be pre-marked and painted in yellow centre line.	0.345	\$ 17,250. ⁰⁰
2	41,000 linear meters	41,000 linear metres commencing at north boundary limits of Temiskaming Shores and ending at southern boundary limit shall be pre-marked and painted in white edge line.	0.345	\$ 14,145. ⁰⁰
			SUB TOTAL	31,395. ⁰⁰
			H.S.T.	4,081.35
			TOTAL	35,476.35

Final payment will be made for actual linear meters applied and further proven by a calibrated measuring device provided by the Contractor and incorporated into the zone striping equipment and forming part of the operation process.

Page 1 of 6 to be submitted



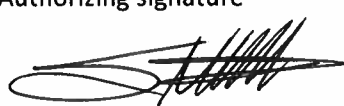
I/We SHARON HARBOTTIE OF
MIDWESTERN LINE STRIPING INC. offer to supply the requirements stated within.

the corresponding total cost of \$ 35,476.35 Tax included.

I/We hold the prices valid for 30 (thirty) days from submission date.

I/We will deliver the required services / equipment within 30 calendar days from receiving a signed order. (Weather permitting)

The specifications have been read over and agreed to this 14 day of MARCH 2019

Company Name <u>MIDWESTERN LINE STRIPING INC.</u>	Contact name (please print) <u>SHARON HARBOTTIE</u>
Mailing Address <u>Box 159</u> <u>CLARKSBURG, ONTARIO</u>	Title <u>PRESIDENT</u>
Postal Code <u>N0H1J0</u>	Authorizing signature  "I have the authority to bind the company/corporation/partnership."
Telephone <u>519.599.2775</u>	Fax <u>519.599.4578</u>
Cell Phone if possible <u>BOB CEASER 705.446.6004</u>	Email <u>midwestern@roadpainting.ca</u>

Page 2 of 6 to be submitted

**City of Temiskaming Shores****PWO-RFT-002-2019
Roadway Line Painting****Non Collusion Affidavit**

① We SHARON HARBOTTLE OF
MIDWESTERN LINE STRIPING INC. the undersigned, am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

Such Bid is genuine and is not a collusive or sham Bid.

Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed Bid.

The price or prices quoted in the attached Bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The Bid, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at CLARKSBURG this 14 day of MARCH, 2019

Signed

Company Name

MIDWESTERN LINE STRIPING INC.

Title

PRESIDENT



**City of Temiskaming Shores
PWO-RFT-002-2019
Roadway Line Painting**

Conflict of Interest Declaration

Please check appropriate response:

- ☒ I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- ☐ The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this quotation submission, our Company ~~has~~ / has no (strike out inapplicable portion) knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at CLARKSBURG this 14 day of MARCH, 2019.

Firm Name MIDWESTERN LINE STRIPING INC

Bidder's Authorization Official SHARON HARBOTTLE

Title PRESIDENT

Signature 

Page 4 of 6 to be submitted



**City of Temiskaming Shores
PWO-RFT-002-2019
Roadway Line Painting**

SCHEDULE "A" - LIST OF PROPOSED SUB-CONTRACTORS

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)
NO SUBCONTRACTORS REQUIRED ON THIS CONTRACT.		

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

SHARON HARBOITC

Printed

Signed

Page 5 of 6 to be submitted

**Schedule "B"****Accessibility for Ontarians with Disabilities Act, 2005 Compliance Agreement**

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the *Accessibility for Ontarians with Disabilities Act, 2005*. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name SHARON HARBOTTIE Company Name MIDWESTERN LINE STRIPING INC

Phone Number 519-599-2775 Address BOX 159 CLARKSBURG, ON N0H 1J0

I, SHARON HARBOTTIE, declare that I, or my company, are in full compliance with

Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*.

I, _____, declare that I, or my company, are not in full compliance

with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at www.gov.on.ca/mcss/serveability/splash.html.

Date: MARCH 14/19.

The Corporation of the City of Temiskaming Shores

By-law No. 2019-057

Being a by-law to enter into an agreement with Miller Paving Limited for the Crushing and Stockpiling of Granular “M” at their Source

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to responds to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Administrative Report No. PW-007-2019 at the April 2, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Miller Paving Limited for the Crushing and Stockpiling of Granular “M” for consideration at the April 2, 2019 Regular Council meeting;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That Council authorizes the entering into an agreement with Miller Paving Limited Crushing and Stockpiling of a maximum 12,000 tonne of Granular “M” at the unit cost of \$6.35 per tonne plus applicable taxes, a copy of which is attached hereto as Schedule “A” and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 2nd day of April 2019.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule “A” to

By-law 2019-057

Agreement between

The Corporation of the City of Temiskaming Shores

and

Miller Paving Limited

for the Crushing and Stockpiling of Granular “M”

This agreement made in duplicate this 2nd day of April 2019.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

And:

Miller Paving Limited
(hereinafter called "the Contractor")

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

Article I:

The Contractor will:

- a) Provide all material and perform all work described in the Contract Documents entitled:

**Corporation of the City of Temiskaming Shores
Crushing and Stockpiling of Granular "M"
TENDER No. PWO-RFT-003-2019**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement attached hereto as Appendix 01; and
- c) Complete, as certified by the Director, all the work by **May 31st, 2019.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid at a unit cost of Six Dollars and Thirty-five Cents (\$6.35) per tonne plus applicable taxes subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a

failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Contractor:

Miller Paving Limited
P.O. Box 248
New Liskeard, Ontario
P0J 1P0

The Owner:

City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Director:

The Director of Public Works
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

Remainder of this page left blank intentionally

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Contractor's Seal)

Miller Paving Limited

Senior Manager, Estimating & Contracts – Britt Herd

Witness - Signature

Print Name: _____

Title: _____

Municipal Seal)

**Corporation of the City of
Temiskaming Shores**

Mayor – Carman Kidd

Clerk – David B. Treen



Appendix 01 to
Schedule “A” to
By-law No. 2019-057
Form of Agreement

Form of Tender

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

The Contractor has carefully examined the Provisions, Plans, Specifications and OPS General Conditions of Contract referred to in the schedule of provisions, The Contractor understands and accepts the said Provisions, Plans, Specifications and General Conditions and, for the prices set forth in the Tender, hereby offer to furnish all machinery tools, apparatus and other means of construction, furnish all material, except as otherwise specified in the contract. The work must be completed in strict accordance with the Provisions, Plans, Specifications and General Conditions referred to in the said schedule.

All prices shall be inclusive of all costs such as but not limited to the cost of the goods/ services, overhead and profit, shipping and any other costs but net of taxes. Taxes on the total costs should be shown separately.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Tender. I/We understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labour, apparatus and documentation as are required to satisfy this Tender.

NOTE: All portions of "Form of Tender" must be accurately and completely filled out.

ITEM #	MATERIAL	QUANTITY	UNIT PRICE	TOTAL
1	GRANULAR "M" 5/8 as per OPSS 1010, crush and stockpile at Contractors location within 5 kms of Temiskaming Shores.	12,000 tonnes	\$6.35	\$76,200.00
SUB-TOTAL:				\$ 76,200.00
HST:				\$9.906.00
TOTAL				\$86,106.00

Page 1 of 6 to be submitted

I/We **Miller Paving Limited** offer to supply the requirements stated within.

The corresponding total cost of \$ **86,106.00** Tax included.

I/We guarantee the availability of the required materials stockpiled at the Contractors location considered to be **Firstbrook Put** pit, located within 5 kms of the outside boundaries of Temiskaming Shores.

I/We hold the prices valid for 30 (thirty) days from submission date.

I/We shall endeavor to complete the work by **May 31st, 2019**.

The specifications have been read over and agreed to this **26th** day of **March** 2019

Company Name Miller Paving Limited	Contact name (please print) Britt Herd
Mailing Address Box 248 New Liskeard, ON	Title Senior Manager, Estimating & Contracts
Postal Code P0J 1P0	Authorizing signature  "I have the authority to bind the company/corporation/partnership."
Telephone 705-647-4331	Fax 705-647-3611
Cell Phone if possible 705-648-5428	Email britt.herd@millergroup.ca

**City of Temiskaming Shores
PWO-RFT-003-2019
Supply and Stockpile Granular M**

Non Collusion Affidavit

I/ We Miller Paving Limited the undersigned, am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

Such Bid is genuine and is not a collusive or sham Bid.


Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed Bid.

The price or prices quoted in the attached Bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The Bid, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at New Liskeard this 26th day of March, 2019.

Signed



Company Name

Miller Paving Limited

Title

Senior Manager, Estimating & Contracts

Page 3 of 6 to be submitted

**City of Temiskaming Shores
PWO-RFT-003-2019
Supply and Stockpile Granular M**

Conflict of Interest Declaration

Please check appropriate response:

- ☒ I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- ☐ The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this quotation submission, our Company has / has no *(strike out inapplicable portion)* knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at New Liskeard this 26th day of March, 2019.

Firm Name Miller Paving Limited

Bidder's Authorization Official Britt Herd

Title Senior Manager, Estimating & Contracts

Signature 

Page 4 of 6 to be submitted

**City of Temiskaming Shores
PWO-RFT-003-2019
Supply and Stockpile Granular M**

SCHEDULE "A" - LIST OF PROPOSED SUB-CONTRACTORS

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Britt Herd

Printed



Signed

Page 5 of 6 to be submitted

Schedule "B"**Accessibility for Ontarians with Disabilities Act, 2005 Compliance Agreement**

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the *Accessibility for Ontarians with Disabilities Act, 2005*. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name Britt Herd Company Name Miller Paving Limited

Phone Number 705-647-4331 Address 704024 Rockley Road New Liskeard

I, Britt Herd, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*.

I, _____, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at www.gov.on.ca/mcss/serveability/splash.html.

Date: March 26, 2019

Page 6 of 6 to be submitted

Schedule "D" - Performance Evaluation (for City Use only)

Vendor's Name			Telephone
Address			Postal Code
Vendor's Representative			
Contract Description; PWO-RFT-003-2019 Supply and stockpile Granular M			
Awarded Contract Value			Actual Contract Value
Cost Centre	District/Region/Branch	City Contact Person; Doug Walsh	Division; Public Works
Scheduled Start; Date of Individual Council Resolution	Actual Start;	Scheduled Completion; May 31, 2019	Actual Completion

Performance Rating

O-Outstanding G-Good F-Fair P-Poor	Rate	Comments
1. Quality of Work Performed		
2. Ability of Employees used for work		
3. Scheduling and Coordination		
4. Availability of Equipment and Employees		
5. Equipment/Procurement & Delivery		
6. Condition and Suitability of Equipment		
7. Cooperation of Municipality and Employees		

8. Cooperation with outside Agencies		
9. Conformity to Pertinent Acts and Regulations		
10. Safety (Overall)		
11. Quality of Supervision		
12. General Housekeeping		
13. Responses to Unplanned Changes		
14. Other (Specify)		
Causes for Delays (if any)		
Liquidated Damages (itemize)		

*

Future Recommendations: Provider recommended for future work	Yes	No (explain)
Comments:		
Department Director	Date	
Title	Project Coordinator	
Company Representative		

* To be completed at the end of the service period

The Corporation of the City of Temiskaming Shores
By-law No. 2019-058
Being a by-law to amend By-law No. 2018-072 being a by-law to enter into an Agreement with Miller Paving Limited for the supply of labour, equipment and material for Asphalt Patching Services at various locations within the City of Temiskaming Shores - 2019

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10.(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas Council considered Memo No. 003-2019-PW at the April 2, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2018-072 to extend the contract with Miller Paving for Asphalt Patching Services for 2019 for consideration at the April 2, 2019 Regular Council meeting.

Now therefore the Council of The Corporation of the City of Temiskaming Shores enacts the following as a by-law:

1. That Council hereby amends Article I c) of Schedule "A" to By-law No. 2018-072, as amended by extending the completion date to October 31st, 2019.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantical or descriptive nature or kind to the by-law and schedule as may be deemed necessary after the passage of this by-law where such modifications or corrections do not alter the intent of the by-law.

Read a first, second and third time and finally passed this 2nd day of April, 2019.

Mayor – Carman Kidd

Clerk – David B. Treen

The Corporation of the City of Temiskaming Shores

By-law No. 2019-059

**Being a by-law to amend By-law No. 2012-039, as amended
being a by-law to adopt Schedules of Departmental User Fees
and Services for the City of Temiskaming Shores – Schedule
“D” Recreation Fees**

Whereas Section 391(1) of the Municipal Act S.O. 2001, c. 25, as amended, authorizes the Council of a local municipality to pass by-laws imposing fees or charges for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and for the use of its property including property under its control;

And whereas the Council of The Corporation of the City of Temiskaming Shores adopted By-law No. 2012-039 on April 3, 2012 to adopt Schedules of Departmental User Fees and Service Charges for the City of Temiskaming Shores;

And whereas Council considered Memo No. 007-2019-RS at the April 2, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law 2012-039 (Fees By-law) to include various pool rates for consideration at the April 2, 2019 Regular Council meeting;

Now therefore The Corporation of the City of Temiskaming Shores enacts the following as a by-law:

1. That Schedule “D” to Fees By-law No. 2012-039, as amended be further amended to include the following highlighted & underlined rates:

Facility	Adult	Youth / Senior/Student	Family
Pool	\$ 4.43	\$ 3.54	<u>\$11.06</u>

Northern Loons Swim Club	<u>\$30.00 / hour</u>
--------------------------	------------------------------

Arthritic Program (Physician approval required)	\$ 3.32
<u>Swimming Lessons ½ hour class (8 classes)</u>	<u>\$ 43.20</u>
<u>Swimming Lessons ¾ hour class (8 classes)</u>	<u>\$ 48.00</u>
<u>Swimming Lessons 1 hour class (8 classes)</u>	<u>\$ 64.45</u>
<u>Family Rate ½ hour class (8 classes – 3 children)</u>	<u>\$ 107.60</u>
<u>Family Rate (8 classes – 1 child in 1 hr & 2 in ½ hr class)</u>	<u>\$ 139.20</u>
Swimming Lessons ½ hour class (9 classes)	\$ 48.60

2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the by-law and schedule

as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

Read a first, second and third time and finally passed this 2nd day of April, 2019.

Mayor – Carman Kidd

Clerk – David B. Treen

The Corporation of the City of Temiskaming Shores
By-law No. 2019-060
Being a by-law to confirm certain proceedings of Council of The
Corporation of the City of Temiskaming Shores for its Regular
meeting held on April 2, 2019

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

And whereas under Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

And whereas under Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas it is the desire of the Council of The Corporation of the City of Temiskaming Shores to confirm proceedings and By-laws;

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts the following as a by-law:

1. That the actions of the Council at its Regular meeting held on **April 2, 2019** with respect to each recommendation, by-law and resolution and other action passed and taken or direction given by Council at its said meeting, is, except where the prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.
2. That the Mayor, or in his absence the presiding officer of Council, and the proper officials of the municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Mayor, or in his absence the presiding officer, and the Clerk are hereby directed to execute all documents required by statute to be executed by them, as may be necessary in that behalf and to affix the corporate seal of the municipality to all such documents.

Read a first, second and third time and finally passed this 2nd day of April, 2019.

Mayor – Carman Kidd

Clerk – David B. Treen