



**The Corporation of the City of Temiskaming Shores  
Regular Meeting of Council  
Tuesday, October 15, 2019**

**6:00 P.M.**

**City Hall Council Chambers – 325 Farr Drive**

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**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 – October 1, 2019.

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

8. **Question and Answer Period**

9. **Presentations / Delegations**

- a) Mayor Carman Kidd

**Re:** Retirement – Tammie Caldwell

10. **Communications**

- a) Julie Robinson, District Planner - MNRF

**Re:** ANSI – New Liskeard Exposure Ordovician

**Reference:** Received for Information

- b) Association of Municipalities of Ontario

**Re:** AMO Board highlights and Policy Items

**Reference:** Received for Information

- c) Association of Municipalities of Ontario

**Re:** AMO Report to Attorney General – liability and insurance cost reforms

**Reference:** Motion to be presented under New Business

- d) Association of Municipalities of Ontario

**Re:** Ontario Gas tax for Transit Program / Ontario Community Infrastructure Fund (OCIF)

**Reference:** Received for Information

- e) Monica Hawkins, Clerk – Municipality of East Ferris

**Re:** Support – Provision of Child Care at conferences

**Reference:** Received for Information

*Draft Motion*

Be it resolved that City Council agrees to deal with Communication Items 10. a) to 10. e) 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 New Liskeard Business Improvement Area Board meeting held on September 5, 2019; and
- b) Minutes of the Temiskaming Transit Committee meeting held on September 18, 2019.

**12. Committees of Council – Internal Departments**

*Draft Motion*

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

- a) Minutes of the Building Maintenance Committee meeting held on September 19, 2019; and

- b) Minutes of the Public Works Committee meeting held on September 19, 2019.

**13. Reports by Members of Council**

**14. Notice of Motions**

**15. New Business**

**a) Support – On-Site Septic Re-inspections**

**Draft Motion**

Whereas the Federation of Ontario Cottagers' Association has released their latest report "Septic Re-inspection Programs in Ontario: A Guide for Lake Associations"; and

Whereas this municipality has serious concerns over current available septic re-inspection information; and

Whereas numerous companies already perform a septic pumping service and could easily perform an additional service by simply filing out a three part one page report with one copy going to the homeowner, one to the municipality, and one for their own records. This would develop an ongoing database from which septic re-inspection programs could be generated. This report could include requirements such as a visual inspection by the operator on type of system, time, date, location, and noticeable system problems.

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby endorses such a mandatory reporting system and that letters be sent requesting support for this initiative to the following; Anne Egan, President of the Ontario Onsite Wastewater Association; John FitzGibbon, Professor, University of Guelph; Liz Huff, Director, Rural Ontario Municipal Association; Terry Rees, Executive Director, Federation of Ontario Cottagers' Association; Christine Elliott, Minister, Ontario Ministry of Health; John Vanthof, MP Timiskaming-Cochrane and FONOM.

**b) Seniors School Tax Rebate Program**

*Draft Motion*

Whereas the Northern Policy Institute Northern Projections publication of July 2019 shows relevant data for the District of Timiskaming; and

Whereas this data shows that the District of Timiskaming population has declined from 40,307 in 1986 to 32,251 in 2016 with further population decline to 28,902 projected for 2041; and

Whereas as the District of Timiskaming data shows populations aged 65 and over are the only population steady or declining at a slower pace; and

Whereas the financial burden for health care services rates as one of the greatest growth areas for populations over 65 years of age; and

Whereas it has been repeatedly stated in numerous reports that it is most cost effective and healthier to have seniors remain in their private residence; and

Whereas municipal property tax burden is becoming increasingly difficult for the senior population who remain in their private residence to carry; and

Whereas it is assumed seniors are the population base least expected to use the education system in Ontario.

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby petitions the Minister of Finance for the Province of Ontario to investigate education tax credits based on the same criteria used by the Province of Manitoba under their Seniors School Tax Rebate; and

Furthermore, that a copy of this resolution be forwarded to the Minister of Education, Stephen Lecce; the Minister of Seniors and Accessibility, Raymond Cho; the Minister of Finance, Rod Phillips; the Temiskaming Municipal Association, the Federation of Northern Ontario Municipalities and the Association of Municipalities Ontario.

**c) Growing Municipal Liability and Insurance Costs – Support of AMO Report**

*Draft Motion*

Whereas despite the enormous improvements to safety, including new standards for playgrounds, pool safety, and better risk management practices

municipal insurance premiums and liability claims continue to increase significantly; and

Whereas it is entirely unfair to ask property taxpayers to carry the lion's share of a damage award when a municipality is found at minimal fault or to assume responsibility for someone else's mistake; and

Whereas municipalities have become focal points for litigation when other defendants do not have the means to pay and municipalities are forced to pay, for both in and out of court settlements; and

Whereas municipal governments cannot afford to be the insurer of last resort, in part joint and several liability is fueling exorbitant increases in municipal insurance premiums; and

Whereas joint and several liability is problematic not only because of the disproportioned burden on municipalities that are awarded by courts, it is also the immeasurable impact of propelling municipalities to settle out of court to avoid protracted and expensive litigation for amounts that may be excessive, or certainly represent a greater percentage than their degree of fault.

Now therefore the Council of the City of Temiskaming Shores hereby endorses the Association of Municipalities Ontario report entitled "*Towards a Reasonable Balance – Addressing growing municipal liability and insurance costs*" and hereby petitions the Office of the Attorney General to endorse the recommendations contained in the AMO Report; and

Furthermore, that a copy of this resolution be sent to the Honourable Doug Downey, Minister of the Attorney General, the policy branch of the Attorney General and AMO.

**d) Administrative Report PW-033-2019 – Tender Award – Office Furniture – Temiskaming Shores Library – New Liskeard Branch**

*Draft Motion*

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report PW-033-2019; and

That Council approves the New Liskeard Library Office Furniture purchase, as detailed in Request for Quotation, PW-RFQ-006-2019, and directs staff to prepare the necessary by-law to enter into an agreement with Temiskaming Office Pro at an upset limit of \$30,639.00 plus applicable taxes for consideration at the October 15, 2019 Regular Council meeting.

**e) Administrative Report No. CS-058-2019 – Shared Building Services Agreement – Municipality of Temagami**

*Draft Motion*

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-058-2019; and

That Council directs staff to prepare the necessary by-law to enter into a shared services agreement with the Municipality of Temagami for consideration at the October 15, 2019 Regular Council meeting.

**f) Administrative Report No. CS-059-2019 – Update – Municipal Accommodation Tax**

*Draft Motion*

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-059-2019; and

That Council supports the request by local accommodation stakeholders to present their combined comments to Council on this topic at an upcoming meeting.

**g) Memo No. 004-2019-PPP – Request for Ministry of Municipal Affairs and Housing Presentation**

*Draft Motion*

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

That Council hereby authorizes the Community Emergency Management Coordinator (CEMC), to extend an invitation to Ministry of Municipal Affairs and Housing, requesting a Municipal Advisor attend the City of Temiskaming Shores on October 28<sup>th</sup>, 2019 and present an information session on the Ministry's Ontario Disaster Recovery Assistance Program (ODRAP) to the City's Municipal Emergency Control Group.

**h) Memo No. 005-2019-PPP – Amendment to By-law No. 2015-015 to extend Agreement with City of Timmins for Fire Dispatch**

*Draft Motion*

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 005-2019-PPP; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-015 being a by-law to enter into an Agreement with the Corporation of the City of Timmins for the provision of a Twenty-Four (24) hour Emergency Fire Call Response System for a two-year extension subject to the conditions as outlined in Appendix 01 for consideration at the October 15, 2019 Regular Council meeting.

**16. By-laws**

*Draft Motion*

Be it resolved that:

By-law No. 2019-163      Being a by-law to amend By-law No. 2013-052 being a by-law to regulate Construction, Demolition, Change of Use, Inspections, Permits and associated Fees

By-law No. 2019-164      Being a by-law to enter into an agreement with Temiskaming Office Pro for purchase and installation of Office Furniture for the Temiskaming Shores Public Library – New Liskeard Branch

By-law No. 2019-165      Being a by-law to amend By-law No. 2015-015, as amended being a by-law to enter into an agreement with the Corporation of the City of Timmins for the provision of a Twenty-Four (24) hour Emergency Fire Call Response System



By-law No. 2019-166      Being a by-law to enter into an Agreement between the City of Temiskaming Shores and the Municipality of Temagami for Chief Building Official and Building Inspector Services

be hereby introduced and given first and second reading.

*Draft Motion*

Be it resolved that

By-law No. 2019-164;

By-law No. 2019-165; and

By-law No. 2019-166

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, November 5, 2019 at 6:00 p.m.
- b) Regular – Tuesday, November 19, 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 September 17, 2019 – Closed Session Minutes;**
- b) **Under Section 239 (2) (k) of the Municipal Act, 2001 – a plan to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality – Northern College (Library Services);**

*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. 2019-167 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 **October 15 2019** be hereby introduced and given first and second reading.

*Draft Motion*

Be it resolved that By-law No. 2019-167 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.

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen



**The Corporation of the City of Temiskaming Shores  
Regular Meeting of Council  
Tuesday, October 1, 2019**

**6:00 P.M.**

**City Hall Council Chambers – 325 Farr Drive**

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**Minutes**

**1. Call to Order**

The meeting was called to order by Mayor Carman Kidd at 6:01 p.m.

**2. Roll Call**

Council: Mayor Carman Kidd; Councillors Jesse Foley (left 7:38 pm), Doug Jelly, Jeff Laferriere, Mike McArthur and Danny Whalen

Present: Christopher W. Oslund, City Manager  
David B. Treen, Municipal Clerk  
Tammie Caldwell, Director of Recreation  
Mathew Bahm, Director of Recreation  
Shelly Zubyck, Director of Corporate Services  
Tim Uttley, Fire Chief

Regrets: Councillor Patricia Hewitt

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

Members of the Public Present: 45

**3. Review of Revisions or Deletions to Agenda**

None.

**4. Approval of Agenda**

Resolution No. 2019-506

Moved by: Councillor Laferriere  
Seconded by: Councillor McArthur

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

**Carried**

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

Mayor Kidd disclosed a pecuniary interest in regards to the following items:

- 9 c) Presentation from Temiskaming Shores Seniors Housing Corporation;
- 10 f) Correspondence from Carman Kidd, President – Temiskaming Shores Seniors Housing Corporation;
- 15 e) Memo No. 027-2019-CS – Request for Sponsorship – Temiskaming Shores Seniors Housing Corp.; and
- 15 j) Administrative Report No. CS-054-2019 – Site Plan Control Agreement – Temiskaming Seniors Housing Corp. 310 Grant Dr.

**6. Review and adoption of Council Minutes**

Resolution No. 2019-507

Moved by: Councillor Whalen  
Seconded by: Councillor Jelly

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

- a) Regular meeting of Council – September 17, 2019.

**Carried**

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

*7.1. Land Disposition – Glenhill Road*

**Owner:** City of Temiskaming Shores

**Applicant:** Mark and Carole Wilson

**Purpose:** The applicants are seeking to acquire a portion of Glenhill Road to add to their currently property located on either side of this portion of Glenhill Road.

Mayor Kidd outlined that the purpose of this public meeting is to present to Council and the public details related to the proposed disposition of land, being a portion of Glenhill Road and that the meeting also allows the public to provide comments on the proposed disposition prior to Council making a decision.

Mayor Kidd declared this to be an open public meeting and requested the Clerk, Dave Treen to outline the details of the proposed disposition.

Dave Treen, utilizing a slide deck outlined that an application was received from Marc and Carole Wilson for the purchase of a portion of Glenhill Road Allowance and that they own on either side of the road allowance.

Mr. Treen utilizing CGIS mapping and Aerial photos illustrated the subject properties. It was indicated that land sales are governed through disposition of land By-law No. 2015-160 and that a direct sale to the Wilson's is being recommended and that the value of the land is estimated at \$9,300; however the amount would be firmed up upon receipt of a legal reference plan that is required. The reference plan will also be used to for the required Stop up and Close by-law for that portion of Glenhill Road and that the Wilson's will also be required to applying for a deeming by-law which would merge the properties on title.

In conclusion it was indicated that upon receipt of the required Reference Plan Council would have to adopt a by-law to Stop up and Close that portion of Glenhill Road followed by an Administrative Report recommending execution of a Purchase and Sale agreement.

Mayor Kidd thanked Mr. Treen for the presentation and inquired if there were any members of the public present that would like to speak to this issue. With none, Mayor Kidd inquired if there were any members of Council that would like to speak to this issue. With none, Mayor Kidd declared that this public meeting was closed and Council would consider this matter at a future Council meeting.

**8. Question and Answer Period**

None.

**9. Presentations / Delegations**

- a) Mayor Carman Kidd on behalf of Anthony Rota, MP for Nipissing-Timiskaming

**Re:** Volunteer Award – Terry Johnson

Mayor Kidd outlined that it was with great honour for him this evening to recognize a resident of our community for their contribution back to our community as a volunteer. It was stated that many may remember Terry from his days at Trottier's Valu-mart and that Terry retired a couple of years ago, but he remains active in giving back to his community.

Terry has been a member and volunteer at the Haileybury Legion for over 30 years and assists wherever he can. He is currently on the Executive as the Public Relations Chair and helps out with various fundraisers such as the Greenskeeper Willy Golf Tournament and the Poppy Campaign.

Terry is also a strong supporter and ambassador of our Age Friendly programs, be it attending the various seminars, pole walking at the Mining School, shuffleboard or bowling.

Mayor Kidd stated that on behalf of himself and all of Council he would like to present Terry with a certificate of appreciation from our Member of Parliament for all his volunteer efforts; it is with confidence that Terry will continue to be an active volunteer in our community for many years to come and it is people like Terry that make Temiskaming Shores a great place to live.

- b) Sylvain Gelineau, Bucke Park Campground Committee

**Re:** Disposition of Bucke Park Campground

Sylvain outlined that he is the president of the "Bucke Centennial Recreation Committee" which was started in the spring of 2018 to fill the void of activities that the Park has had in the last 10 years.

After reviewing the financials for the park over the last five (5) years the park is not in a bad deficit like everyone is saying, in 2014 and 2015 there was a surplus in 2016 it broke even. It was report that in 2017 & 2019 reported a shortfall of \$21,269; however, it was only \$13,384. Sylvain noted that it should also be noted that in 2017 \$19,300 in upgrades to the Chalet, \$7,500 for playground equipment and the engineers report of \$4,400. It was Sylvain's opinion that the upgrades to the chalet and playground equipment were one-time improvements to the Park and should not be looked at as long-term expenses.

The Committee believes the park can be self sufficient if operated by the right people and advertising is done. The committee, campers and the over 1,800 people that signed the petition to keep the park open think the City should keep the park open at least for the 2020 season, allow the decks and campers to remain on-site for the winter. The Committee also feels the City should complete the Recreational Master Plan to see where the park fits in the overall picture.

In conclusion Sylvain requested that Council give the Bucke Centennial Recreation Committee the chance to show that the park can make money and be self sufficient as these are the people that will talk about Bucke Park and promote it. Sylvain further requested that Council allow them to operate the park for the 2020 season prior to making any decision on its future.

Mayor Kidd thanked Sylvain for the presentation.

- c) Len Bilodeau, Board Member – Temiskaming Shores Seniors Housing Corporation

**Re:** Affordable Senior Housing Project

***Mayor Kidd disclosed a pecuniary interest with this item as he is the Chair of the Board for the Temiskaming Shores Seniors Housing Corporation.***

***Deputy Mayor Jelly assumed the Chair for this item.***

Board member, Len Bilodeau provided a chronological outline of the process to get to the potential construction phase of the Temiskaming Shores Seniors Housing Corp. project scheduled for Grant Drive. Len outlined that in 2014 Zone K1 Veterans Home Board started discussing adding new Market units to their building, or constructing a new facility comprised of approximately 30 units and received CMHC funding to complete a needs study for Haileybury.

In 2015 the New Liskeard Non-Profit Housing Corporation (NLPHC) on Market Street also got funding for a needs study for New Liskeard, which was completed by Keith Harriman and Associates. NLPHC board started discussing locations for a 40 unit addition to their facility. In 2016-17 both boards eventually found that building these smaller units, was not feasible without huge grants, which were not available at the time.

In 2017-18 Members of both boards decided that it was more feasible to join together to construct a larger facility for the region. They toured a new Seniors Home in Cochrane, built by CGV Developments, and started discussions with CGV. Late in 2017 the Federal government announced the National Co-Investment Fund, to develop new social housing, which was applied for.

In 2018 members from both seniors' homes incorporated as the TSSHC, assisted

by a \$5000 grant from the City and the services of Lisa Neil. TSSHC worked with CGV and their engineer/architects JL Richards to finalize details on a 68-unit apartment building.

Different sites were considered, with the Grant Drive location being selected. In-kind support in principal, from the City by way of Resolution 218-322, provides the following:

Donation of Grant Drive property valued at	\$216,115
Installation of Water and Sanitary services to the lot line	\$17,500
Waiving the Site Plan Control fees estimated at	\$600
Waving the Zoning By-Law Amendment fees estimated at	\$1,000
<u>Waving the Building Permit fees estimated at</u>	<u>\$65,000</u>
<b>Total in-kind value of</b>	<b>\$330,215</b>

Plus the Implementation of a Property Tax Rebate Program (Municipal Portion Only) over five years.

Year One- Approx.	\$255,420
Year Two- Approx.	\$255,420
Year Three- Approx.	\$178,794
Year Four- Approx.	\$153,252
<u>Year Five- Approx.</u>	<u>\$63,089</u>
<b>Total</b>	<b>\$905,975</b>

Len outlined that in January 2019 signed a Fixed Price/Turn Key Development agreement with CGV for \$16,117,400. Plus HST was executed pending receipt of suitable financing. Rezoning has been completed and the subject property on Grant Drive has been transferred to TSSHC. A Site Plan Control Agreement is to be considered by Council on October 1, 2019. The total project cost is \$16,504,375 which includes a non-refundable HST amount of \$386,975.

Len stated that TSSHC has received approval for total funding in grants and mortgages of \$15,833,538, leaving a shortfall of \$670,837, which TSSHC plans to raise in a fundraising drive over the next few months. This shortfall has been guaranteed by a private source in the event that TSSHC is unable to reach their fundraising target.

Len outlined that although most funding is secured by a first mortgage, there remains a bank mortgage in the amount of \$2,152,694 that is not secured at this point and has a 30 year term, with a 10 year term interest of 3.84%.

Len stated that the TSSHC is requesting that the City act as Guarantor for this second mortgage, until the TSSHC can build up enough equity, to enable the bank to release the City's guarantee.



Len concluded that the benefits to the community include a 68 unit seniors apartments available for rent to assist in eliminating the current 8 – 10 year wait lists, will assist with retaining seniors in the community, will attract new residents to our area, paying taxes as a seniors-friendly retirement community is developed, provides local construction jobs with most materials purchased locally and a new tax revenue stream ramping up to approximately \$255,000 per year, by year five.

Deputy Mayor Jelly inquired if there were any questions and/or comments from Council. Councillor McArthur indicated that if TSSHC is looking for a loan guarantee we may be setting a precedence and perhaps an open meeting should be held to get input from the tax payers.

Board Chair, Carman Kidd responded that Council was previously provided with the projected cash flows which are very positive and over the first 20 ears it is anticipated there would be a \$5 M reserve built up, thus there should be no impact to the City.

Councillor Whalen outlined that he originally had concerns with the City's borrowing capacity, but the City Manager has outlined that the Auditor has stated the City is in a good borrowing position and this would have minimal impact on the City's borrowing capacity.

City Manager, Chris Oslund stated that the City's 2019 Annual repayment limit (interest & principal) is \$4,489,000 and currently sits at \$920,556 leaving about \$3.5 M. Based on the TD Bank term sheet – first 5 years the estimated principal and interest payments would total \$118,000; the City would not pay this to the Bank (TSSHC would), but must be reflected in the City's FIR statement. The auditor does not have concern with it, but it would have to be disclosed in the annual FIR under contingencies and commitments.

Deputy Mayor Jelly thanked Mr. Bilodeau for the presentation.

***Mayor Kidd resumed the Chair; however prior to doing so Deputy Mayor Jelly read Communication Item 10 f).***

## **10. Communications**

a) Vic A. Bodnar, Mayor – Municipality of Hastings Highlands

**Re:** Request for Support – Mandatory Septic System Reports

**Reference:** Received for Information

***Councillor McArthur requested that this item return for consideration.***

- b) Honourable Steve Clark, Minister of Municipal Affairs and Housing

**Re:** Building Code Services transformation

**Reference:** Referred to the Chief Building Official

- c) Sheila Olan-Maclean, President – Ontario Coalition for Better Child Care & Fred Hahn, President – CUPE Ontario Division

**Re:** 19<sup>th</sup> Annual Child Care Worker and Early Childhood Educator Appreciation Day – October 24, 2019

**Reference:** Motion to be presented under New Business

- d) Angela Cote, Resource Operations Clerk - MNRF

**Re:** Inspection of MNRF Approved Prescribed Burn Plan for Slash Piles

**Reference:** Received for Information

- e) Northern Ontario School of Medicine (NOSM)

**Re:** Thank you – local NOSM Group

**Reference:** Received for Information

- f) Carman Kidd – President, – Temiskaming Shores Seniors Housing Corporation

**Re:** Sponsorship – Fundraising Campaign

**Reference:** Motion to be presented under New Business

**Mayor Kidd declared a conflict with Correspondence Item 10 f).**

- g) Suzie Fornier, Clerk – Municipality of Temagami

**Re:** Invitation to Workshop – Overview of Municipal Obligations

**Reference:** Received for Information

h) Ala Boyd, Director – Ministry of Natural Resources and Forestry

**Re:** Proposed changes to the Aggregate Resources Act

**Reference:** Referred to the Planner

*Resolution No. 2019-508*

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

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

**Carried**

**11. Committees of Council – Community and Regional**

*Resolution No. 2019-509*

Moved by: Councillor Foley

Seconded by: Councillor Whalen

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 June 19, 2019;
- b) Minutes of the Timiskaming Board of Health meeting held on August 1, 2019;
- c) Minutes of the Temiskaming Shores Police Services Board meeting held on September 16, 2019;
- d) Second Quarter Report to the Board of Health from the Timiskaming Health Unit;
- e) Minutes of the Earlton-Timiskaming Regional Airport Authority meeting held on July 18, 2019;
- f) July 2019 Activity Report for the Earlton-Timiskaming Regional Airport Authority;

- g) August 2019 Activity Report for the Earleton-Timiskaming Regional Airport Authority;
- h) Minutes of the Temiskaming Municipal Association meeting held on May 30, 2019; and
- i) Minutes of the Temiskaming Municipal Association Executive meeting held on September 23, 2019.

**Carried**

## **12. Committees of Council – Internal Departments**

### **Resolution No. 2019-510**

Moved by: Councillor Jelly  
Seconded by: Councillor Foley

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

- a) Minutes of the Corporate Services Committee meeting held on July 23, 2019;
- b) Minutes of the Corporate Services Committee meeting held on August 7, 2019;
- c) Minutes of the Building Maintenance Committee meeting held on August 22, 2019;
- d) Minutes of the Public Works Committee meeting held on August 22, 2019;
- e) Minutes of the Protection to Persons and Property Committee meeting held on September 5, 2019;
- f) Minutes of the Building Maintenance Committee meeting held on September 13, 2019; and
- g) Minutes of the Corporate Services Committee meeting held on September 13, 2019.

**Carried**

## **13. Reports by Members of Council**

Councillor Whalen reported on the following:

- Chester Creek Bridge: Attended for a site visit to the bridge repair and being on site and having repairs explained was very beneficial.

Councillor McArthur reported on the following:

- Hlby Arena: Invited everyone to an official renaming of the Arena to the Shelly Herbert-Shea Memorial Arena to be held on Saturday, October 12, 2019 at 2 pm. There will be an ice show in her memory, sign unveiling, memorial free skate and social in the upstairs hall. The Hlby Figure Skating Club initiated the request to rename the arena.
- Tem Transit: There will be free transit service on election day Monday, October 21, 2019 courtesy of the Temiskaming Shores Age Friendly Committee and encouraged everyone to get out and vote.
- Rec Director: Welcomed our new Recreation Director, Matthew Bahm to Temiskaming Shores.

Mayor Kidd reported on the following:

- NPI: attended the Northern Policy Institute conference in Sault Ste. Marie last week, very interesting discussion on Immigration on what we can do in Northern Ontario. There was also a discussion on climate change with a guest speaker how some of the countries around the world are doing in this regard.

#### 14. **Notice of Motions**

Councillor Whalen introduced the following Notice of Motion.

*Whereas the Northern Policy Institute Northern Projections publication of July 2019 shows relevant data for the District of Timiskaming; and*

*Whereas this data shows that the District of Timiskaming population has declined from 40,307 in 1986 to 32,251 in 2016 with further population decline to 28,902 projected for 2041; and*

*Whereas as the District of Timiskaming data shows populations aged 65 and over are the only population steady or declining at a slower pace; and*

*Whereas the financial burden for health care services rates as one of the greatest growth areas for populations over 65 years of age; and*

*Whereas it has been repeatedly stated in numerous reports that it is most cost effective and healthier to have seniors remain in their private residence; and*

*Whereas municipal property tax burden is becoming increasingly difficult for the senior population who remain in their private residence to carry; and*

*Whereas it is assumed seniors are the population base least expected to use the education system in Ontario.*

*Now therefore be it resolved that Council for the City of Temiskaming Shores hereby petitions the Minister of Finance for the Province of Ontario to investigate education tax credits based on the same criteria used by the Province of Manitoba under their Seniors School Tax Rebate; and*

*Furthermore, that a copy of this resolution be forwarded to the Minister of Education, Stephen Lecce; the Minister of Seniors and Accessibility, Raymond Cho; the Minister of Finance, Rod Phillips; the Temiskaming Municipal Association, the Federation of Northern Ontario Municipalities and the Association of Municipalities Ontario.*

Councillor Whalen introduced the following Notice of Motion.

*Be it resolved that the Council of the City of Temiskaming Shores hereby agrees to be the Guarantor of the Temiskaming Shores Seniors Housing Corp.'s mortgage with TD Bank in the amount of \$2,152,694; and*

*That Council authorizes senior staff to execute the necessary legal documents on behalf of the City.*

Councillor Whalen further requested that Council consider this Notice of Motion at this meeting given the time sensitive nature of the project and the limited amount of construction days remaining in 2019.

***Mayor Kidd disclosed a pecuniary interest with this item as he is the Chair of the Board for the Temiskaming Shores Seniors Housing Corporation. Deputy Mayor Jelly assumed the Chair for this item.***

**Resolution No. 2019-511**

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

Be it resolved that the Council does hereby waive the Rules of Procedure as outlined in Section 38.1 a) of Procedural By-law No. 2008-160, as amended and agree to allow debate on the Notice of Motion presented by Councillor Whalen in regards to the City being a Guarantor for the TD Loan.

**Recorded Vote**

**For Motion**

Councillor Foley  
Councillor Jelly  
Councillor Laferriere

**Against Motion**

Councillor McArthur  
Councillor Whalen

**Carried**

**Resolution No. 2019-512**

Moved by: Councillor Whalen  
Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores hereby agrees to be the Guarantor of the Temiskaming Shores Seniors Housing Corp.'s mortgage with TD Bank in the amount of \$2,152,694; and

That Council authorizes senior staff to execute the necessary legal documents on behalf of the City.

**Carried**

***Mayor Kidd resumed the Chair.***

**15. New Business**

**a) Memo No. 028-2019-CS – Disposition of Bucke Park – Timelines and Next Steps**

City Manager Chris Oslund reviewed Memo No. 028-2019-CS with Council highlighting the current direction of Council in regards to Bucke Park being a resolution for the release of a Request for Proposals for the retention of a realtor for the disposition of Bucke Park. Chris further outlined that although this is the current position of council he is uncertain if this is the actual direction and if he is uncertain, how can he relay that to municipal staff and the general public and especially those utilizing the campground.

Chris outlined that he has provided the memo to illustrated a brief chronology of events related to the proposed disposition of Bucke Park and requested that Council consider the report and provide direction.

Council deliberated the matter and considered the following resolution.

**Resolution No. 2019-513**

Moved by: Councillor McArthur  
Seconded by: Councillor Foley

Be it resolved that Council for the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 028-2019-CS and the presentation from the City Manager in regards to the Bucke Park Campground; and

Whereas at the May 21, 2019 Regular Council meeting Resolution No. 2019-315 was carried directing staff to release RFQ-CS-001-2019 to secure Realtor Services for the disposition of Bucke Park; and

That Council approves the sale of Bucke Park by way of a Request for Proposal format with the evaluation weighted in favour of the land remaining as a public park.

**Recorded Vote**

**For Motion**

Councillor McArthur  
Mayor Kidd

**Against Motion**

Councillor Foley  
Councillor Jelly  
Councillor Laferriere  
Councillor Whalen

**Defeated**

**Resolution No. 2019-514**

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

Whereas Council defeated Resolution No. 2019-495 at the September 17, 2019 Regular Council meeting to approve the continued operation of Bucke Park and assessment of the Bucke Park be part of the Recreation Master Plan;

Now therefore be it resolved that City Council agrees to waive the rules of procedure and allow reconsideration of the matter.

**Recorded Vote**

**For Motion**

Councillor McArthur  
Mayor Kidd  
Councillor Laferriere  
Councillor Whalen  
Councillor Foley  
Councillor Jelly

**Against Motion**

**Carried**

**Resolution No. 2019-515**

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

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



acknowledges receipt of Memo No. 028-2019-CS and the presentation from the City Manager in regards to the Bucke Park Campground; and

Whereas at the May 21, 2019 Regular Council meeting, Resolution No. 2019-315 was carried directing staff to release RFQ-CS-001-2019 to secure Realtor Services for the disposition of Bucke Park; and

That Bucke Park will remain in operation for the 2020 Season and that Resolution No. 2019-315 is hereby repealed; and

That Council will consider future operation of Bucke Park Campground pending further information obtained through the Recreational Master Plan.

**Carried**

Resolution No. 2019-516

Moved by: Councillor Whalen

Seconded by: Councillor Jelly

Be it resolved that Council for the City of Temiskaming Shores hereby repeals the letter sent to seasonal campers at Bucke Park advising that they were to remove trailers and amenities prior to October 14, 2019; and

That Council hereby permits the storage of trailers and amenities for the 2019-2020 winter season.

**Carried**

***Councillor Foley left the meeting at this point (7:38 pm) to attend to another matter.***

**b) Support – Single-use Disposable Wipes**

Resolution No. 2019-517

Moved by: Councillor Jelly

Seconded by: Councillor Whalen

Whereas at the September 17, 2019 Regular Council meeting of the City of Temiskaming Shores received correspondence from the City of Kitchener seeking support in regards to single-use disposable wipes; and

Whereas the City of Temiskaming Shores concurs with the City of Kitchener that single-use wipes are not safe to flush as they are buoyant, not biodegradable, and unable to break down into small pieces quickly; and

Whereas the Public Works Environmental Services Division has experienced

malfunctions at various sanitary lift stations due to single use wipes, creating increased costs for repairs and maintenance.

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby petitions the Federal Government to review regulations related to consumer packing on single-use wipes to remove the word flushable; and

Furthermore, that a copy of this resolution be forwarded to the Right Honourable Justin Trudeau, Prime Minister of Canada; the Honourable Doug Ford, Premier of Ontario; the Honourable Rod Phillips, Minister of the Environment, Conservation and Parks; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario; and the Federation of Northern Ontario Municipalities.

**Carried**

**c) Proclamation – 19<sup>th</sup> Annual “Child Care Worker & Early Childhood Educator Appreciation Day”**

Resolution No. 2019-518

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Whereas years of research confirm the benefits of high quality child care for young children’s intellectual, emotional, social and physical development and later life outcomes; and

Whereas child care promotes the well-being of children and responds to the needs of parents, families and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

Whereas trained and knowledgeable Early Childhood Educators and child care staff are the key to quality in early learning and child care programs and champions of children.

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby proclaims October 24, 2019 as “Child Care Worker & Early Childhood Educator Appreciation Day” in the City of Temiskaming Shores in recognition of the education, dedication and commitment of child care workers to children, their families and quality of life of the community.

**Carried**

**d) January to September 2019 Year-to-Date – Capital Financial Report**

Resolution No. 2019-519

Moved by: Councillor Laferriere  
Seconded by: Councillor Whalen

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of the January to September 2019 Year-to-Date Capital Financial Report for information purposes.

**Carried**

**e) Memo No. 026-2019-CS – Appointment of Recreation Director**

Resolution No.2019-520

Moved by: Councillor McArthur  
Seconded by: Councillor Jelly

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 026-2019-CS; and

That Council directs staff to prepare the necessary by-law to appoint Mr. Mathew Bahm Director of Recreation Services effective October 1, 2019.

**Carried**

**f) Administrative Report No. CS-051-2019 – Amendments to By-law No. 2013-052 – Building Permit Fees**

Resolution No.2019-521

Moved by: Councillor Jelly  
Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-051-2019;

That Council directs staff to prepare the necessary by-law to amend By-law No. 2013-052 for consideration of First and Second Reading at the October 1, 2019 Regular Council meeting;

That Council directs staff to provide notice to the public of the proposed Building Permit Application Fee changes (effective January 1, 2020) in accordance with Section 7.(6) of the Building Code Act and Section 8.7 of the Building By-law No. 2013-052; and

That Council agrees to hold a public meeting on Building Permit Application Fee changes at the November 5, 2019 Regular Council meeting.

**Carried**

**g) Administrative Report No. CS-052-2019 – Lease – Shelly Herbert-Shea Memorial Arena Concession**

**Resolution No. 2019-522**

Moved by: Councillor Jelly  
Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-052-2019; and

That Council directs staff to prepare the necessary by-law to enter into a lease agreement with Josee and Marc Dupuis for the use of the Shelley Herbert-Shea Memorial Arena Concession Stand from October 1, 2019 to April 30, 2020 for consideration at the October 1, 2019 Regular Council meeting.

**Carried**

**h) Administrative Report No. CS-053-2019 – Lease – Spurline Concession Stand**

**Resolution No. 2019-523**

Moved by: Councillor Laferriere  
Seconded by: Councillor Whalen

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-053-2019; and

That Council directs staff to prepare the necessary By-law to enter into a five (5) year lease agreement with Kyle and Maria Overton for the operation of the New Liskeard Spur Line Concession for consideration at the October 1, 2019 Regular Council meeting.

**Carried**

**i) Administrative Report No. CS-055-2019 – Lease Agreement – Brittany Barron Medicine Professional Corporation – Haileybury Medical Centre**

**Resolution No. 2019-524**

Moved by: Councillor Laferriere  
Seconded by: Councillor Jelly

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-055-2019; and

That Council directs staff to prepare the necessary by-law to authorize a two

(2) year lease agreement with Brittany Barron Medicine Professional Corporation for the rental of space at the Haileybury Medical Centre for consideration at the October 1, 2019 Regular Council meeting.

**Carried**

**j) Administrative Report No. CS-056-2019 – Zoning By-law Amendment – Microbreweries/wineries/distilleries in various Commercial Zones**

Resolution No. 2019-525

Moved by: Councillor McArthur

Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-056-2019;

That Council agrees to amend the provisions of the City of Temiskaming Shores Zoning By-law 2017-154 to amend the definition of “microbrewery/winery/distillery, and to permit the addition of “microbrewery/winery/distillery” to the list of permitted accessory uses in the Downtown Commercial New Liskeard (C1), Downtown Commercial Haileybury (C1A), and Highway Commercial (C2) Zones, subject to the recommended provisions; and

That Council directs staff to prepare the necessary by-law to amend the City of Temiskaming Shores Zoning By-law 2017-154 for consideration at the October 1, 2019 Regular Council meeting.

**Carried**

**k) Administrative Report No. CS-057-2019 – Award of Contract – Repairs to the Highway Farms Municipal Drain**

Resolution No. 2019-526

Moved by: Councillor Whalen

Seconded by: Councillor Jelly

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-057-2019; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with Pedersen Construction (2013) Inc. for repair of the Highway Farms Municipal Drain, as detailed in Request for Tender CS-Tender-001-2019 at an upset amount of \$42,420 plus applicable taxes for consideration at the October 1, 2019 Regular Council meeting.

**Carried**

**I) Proclamation – Fire Prevention Week – October 6-12, 2019**

Resolution No. 2019-527

Moved by: Councillor Jelly  
Seconded by: Councillor McArthur

Whereas the City of Temiskaming Shores is committed to ensuring the safety and security of all those living in and visiting Temiskaming Shores; and

Whereas fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

Whereas statistics show that, on average, fire kills eight people each week in Canada, with residential fires accounting for 73% of these fatalities; and

Whereas Temiskaming Shores residents should plan and practice their escapes; and

Whereas Temiskaming Shores residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

Whereas Temiskaming Shores first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and education; and

Whereas Temiskaming Shores residents are responsive to public education measures and are able to take action to increase their safety from fire, especially in their homes; and

Whereas the 2019 Fire Prevention Week theme, “Not Every Hero Wears a Cape. Plan and Practice Your Escape.”™ is aimed at educating everyone about the small but important actions they can take to keep themselves and those around them safe.

Now therefore Council for the City of Temiskaming Shores hereby proclaims October 6-12, 2019 as Fire Prevention Week in the City of Temiskaming Shores; urges all residents to “Plan and Practice Your Escape”; encourages everyone to educate themselves about the small but important actions they can take to keep themselves and those around them safe; and supports the public safety activities and efforts of the Temiskaming Shores Fire Department during Fire Prevention Week 2019.

**Carried**

**m) Memo No. 015-2019-PW – Acceptance of Recycling from GFL Environmental Inc.**

**Resolution No. 2019-528**

Moved by: Councillor Jelly  
Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 015-2019-PW;

That Council acknowledges that GFL Environmental Inc. has recently acquired Municipal Waste Recycling Consultants; and

That Council hereby directs staff to prepare the necessary by-law to enter into an agreement with GFL Environmental Inc. for the acceptance of recyclable material from the Town of Kirkland Lake at the Municipal Spoke Transfer Station on Barr Drive and to repeal of By-law No. 2019-064 for consideration at the October 1, 2019 Regular Council meeting.

**Carried**

**n) Memo No. 016-2019-PW – Grant Drive – Hwy 65 E Cost Sharing Agreement**

**Resolution No. 2019-529**

Moved by: Councillor Jelly  
Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 016-2019-PW;

That Council agrees to repeal Resolution No. 2019-463; and

That Council directs staff to pursue continued negotiations on a cost-sharing agreement with the Ministry of Transportation for improvements at the proposed Grant Drive/Highway 65E intersection.

**Carried**

**o) Administrative Report No. PW-031-2019 – 2020 Transit Fare Increase**

**Resolution No. 2019-530**

Moved by: Councillor Laferriere  
Seconded by: Councillor McArthur

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

acknowledges receipt of Administrative Report No. PW-031-2019; and

That Council endorses and approves the recommendation of the Temiskaming Transit Committee to increase the Temiskaming Transit Fares by \$0.25 effective January 1, 2020 as follows:

Adult Fare	\$ 3.50
Senior/Student Fare	\$ 3.25
Book of 10 Adult Tickets	\$ 35.00
Book of 10 Senior/Student Tickets	\$ 32.50

**Carried**

**p) Administrative Report No. PW-032-2019 – 2019-20 Winter Operations Plan**

**Resolution No. 2019-531**

Moved by: Councillor Jelly  
Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-032-2019, more specifically Appendix 01 Draft 2019-20 Winter Operations Plan;

That Council directs staff to prepare the necessary by-law to implement the 2019 – 2020 Winter Operations Plan for consideration at the October 1, 2019 Regular Council meeting; and

That Council directs the Director of Public Works to advise staff in the Public Works Department, in writing, of the intent to commence the Winter Operations Schedule on or about Sunday, November 10, 2019 and conclude on or about Friday, April 11, 2020

**Carried**

**q) Memo No. 027-2019-CS – Request for Sponsorship – Temiskaming Shores Seniors Housing Corp.**

***Mayor Kidd disclosed a pecuniary interest with Memo No. 027-2019-CS and did not participate in the discussion of the subject matter nor did he vote on Resolution No. 2019-532.***

***Deputy Mayor Jelly assumed the Chair for this item.***

**Resolution No. 2019-532**

Moved by: Councillor Laferriere  
Seconded by: Councillor McArthur



Whereas the Temiskaming Shores Seniors Housing Corporation (TSSHC) will be embarking on a Fundraising Campaign for the proposed Seniors Complex (Grant Drive) and seeking funding from various sources (i.e. Frog's Breath, Trillium, etc.) as well as donations from the general public; and

Whereas TSSHC is a "not for profit" organization, but does not have a charitable number and requires a registered charitable organization to sponsor applications to various entities.

Now therefore be it resolved that the Council of the City of Temiskaming Shores hereby agrees to sponsor the Temiskaming Shores Seniors Housing Corporation for various funding applications; and

Furthermore, that TSSHC is required to provide copies of all funding applications and approval letters from the various organizations to the City at the time of submission and approval.

**Carried**

- r) **Administrative Report No. CS-054-2019 – Site Plan Control Agreement – Temiskaming Shores Seniors Housing Corp. 310 Grant Dr.**

*Mayor Kidd disclosed a pecuniary interest with Administrative Report No. CS-054-2019 and did not participate in the discussion of the subject matter nor did he vote on Resolution No. 2019-533.*

*Deputy Mayor Jelly assumed the Chair for this item.*

Resolution No. 2019-533

Moved by: Councillor Whalen  
Seconded by: Councillor McArthur

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-054-2019; and

That Council directs staff to prepare the necessary by-law to enter into a Site Plan Agreement with the Temiskaming Shores Seniors Housing Corporation for 310 Grant Drive for consideration at the October 1, 2019 Regular Council meeting.

**Carried**

**Mayor Kidd resumed the Chair.**

## **16. By-laws**

Resolution No. 2019-534

Moved by: Councillor McArthur  
Seconded by: Councillor Jelly

Be it resolved that:

By-law No. 2019-152 Being a by-law to adopt a Healthy Eating in Municipal Recreation Settings Policy for the City of Temiskaming Shores

By-law No. 2019-153 Being a by-law to appoint a Director of Recreation for the City of Temiskaming Shores – Mathew Bahm

By-law No. 2019-154 Being a by-law to enter into a Lease Agreement with Josee and Marc Dupuis for the operation of the Shelly Herbert-Shea Memorial Arena Concession – October 1, 2019 to April 30, 2020

By-law No. 2019-155 Being a by-law to enter into a Lease Agreement with Kyle and Maria Overton for the operation of the Spurline Concession

By-law No. 2019-157 Being a by-law to enter into a lease agreement with Brittany Barron Medicine Professional Corporation for the rental of space at the Haileybury Medical Centre

By-law No. 2019-158 Being a by-law to enact a Zoning by-law Amendment to certain provisions of the City of Temiskaming Shores Zoning By-law 2017-154 (Micro-brewery/winery/distillery in Commercial Zones)

By-law No. 2019-159 Being a by-law to enter into an Agreement with the Pedersen Construction (2013) Inc. for repairs to the Highway Farms Municipal Drain

By-law No. 2019-160      Being a by-law to enter into an agreement with GFL Environmental Inc. for the acceptance of recyclable materials at the Municipal Spoke Transfer Station on Barr Drive

By-law No. 2019-161      Being a by-law to adopt the 2019-2020 Winter Operations Plan for the City of Temiskaming Shores

be hereby introduced and given first and second reading.

**Carried**

Resolution No.2019-535

Moved by:      Councillor Laferriere

Seconded by: Councillor Whalen

Be it resolved that

By-law No. 2019-152;

By-law No. 2019-153;

By-law No. 2019-154;

By-law No. 2019-155;

By-law No. 2019-157;

By-law No. 2019-158;

By-law No. 2019-159;

By-law No. 2019-160; and

By-law No. 2019-161

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

**Carried**

***Mayor Kidd disclosed a pecuniary interest with By-law No. 2019-156 and did not participate in the discussion of the subject matter nor did he vote on Resolution No. 2019-536 or 2019-537***

***Deputy Mayor Jelly assumed the Chair for these items.***

Resolution No. 2019-536

Moved by: Councillor Whalen  
Seconded by: Councillor McArthur

Be it resolved that **By-law No. 2019-156** being a by-law to authorize the execution of a Site Plan Control Agreement with the Temiskaming Shores Seniors Housing Corporation for 310 Grant Drive be hereby introduced and given first and second reading.

**Carried**

**Resolution No.2019-537**

Moved by: Councillor Laferriere  
Seconded by: Councillor Whalen

Be it resolved that **By-law No. 2019-156** be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

**Carried**

**Mayor Kidd resumed the Chair.**

**17. Schedule of Council Meetings**

- a) Regular – Tuesday, October 15, 2019 at 6:00 p.m.
- b) Regular – Tuesday, November 5, 2019 at 6:00 p.m.

**18. Question and Answer Period**

***Molly Ward – North Cobalt***

Molly Ward outlined that her family have been residents of North Cobalt since 1959 and her father was a member of the Bucke Township Volunteer Fire Department and her mother was a founding member of the ladies auxiliary. Molly stated that many men from the volunteer Fire Department, without much funds, created a place for picnics, established a beach, playground, cleared the land for tenting with a lot of sweat which was the beginning of the Bucke Township Centennial Park known as Bucke Park. Molly expressed fond memories of her parents and siblings spending many summers at Bucke Park, the park today is a place for everyone, especially those that cannot afford to travel for vacations, but can afford to park their trailer or pitch a tent.

Molly concluded that it is this Council's turn as stewards of the park to have a new vision for the park.

***Terry Fox - visitor***

Terry outlined that he has used Bucke Park on four occasions this summer and inquired if Council has given any consideration to the amount of money he would put back into the community as a visitor. Bucke Park is a recreational facility and that Council needs to pay attention to the retailers. Terry referred to Pan Lake Park in Marathon that is enjoyed by many passing through and is one of the best places to stop; recommended that Council make Bucke Park a destination, be proud of it and solicit people to visit the park.

**19. Closed Session**

None

**20. Confirming By-law*****Resolution No. 2019-538***

Moved by: Councillor Jelly  
Seconded by: Councillor McArthur

Be it resolved that By-law No. 2019-162 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 **October 1, 2019** be hereby introduced and given first and second reading.

**Carried**

***Resolution No. 2019-539***

Moved by: Councillor Laferriere  
Seconded by: Councillor Whalen

Be it resolved that By-law No. 2019-162 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

**Carried**

**21. Adjournment*****Resolution No. 2019-540***

Moved by: Councillor McArthur  
Seconded by: Councillor Jelly

Be it resolved that City Council adjourns at 8:14 p.m.

**Carried**

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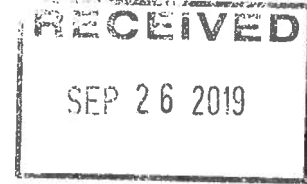
Mayor – Carman Kidd

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Clerk – David B. Treen

September 10<sup>th</sup>, 2019

Mayor Kidd and Council Members  
The City of Temiskaming Shores  
325 Farr Drive, P.O. Box 2050  
Haileybury ON  
P0J 1K0



Dear Honourable Mayor and Members of Council:

**Subject: Confirmation of the New Liskeard Exposure Ordovician Farr Formation Area of Natural and Scientific Interest**

**Assessment Roll Numbers: 541802000101814, 541802000101815, 541802000101815, 541802000101816, 541802000101817, 541802000101818, 541802000101819, 541802000101821, 54180200101830**

As you'll recall, the Ontario Ministry of Natural Resources and Forestry (MNRF) first contacted you in 2012 regarding the New Liskeard Exposure Ordovician Farr Formation, a candidate provincially significant Area of Natural and Scientific Interest (ANSI). At that time, the MNRF was conducting field research to confirm the significance of this feature. I am pleased to provide you with an update on our field investigations and further mapping analysis related to this candidate ANSI.

Through field research, including a recent site visit in July, 2017, MNRF has determined that this feature is a roadside exposure of a bioturbated or mottled Ordovician carbonate containing aspects of high-purity limestone (coarser crystalline or grainstone to wackestone units) and dolomitized muddy interbedded units. There are only a few exposures of this type in the province and this is the only exposure of this nature within the Timiskaming Outlier.

The MNRF is pleased to inform you that as a result of fieldwork and further map analysis, the Farr Formation has now been confirmed as a provincially significant ANSI. For further information on this feature, I have enclosed the Farr Formation ANSI Earth Science Inventory Checklist as well as a Fact Sheet.

As per our discussion in July, 2017, the confirmation of the ANSI will not affect the designation of the nearby Dymond Industrial Park or activities taking place within the Industrial Park. As discussed, to ensure that municipal decisions on development activities are consistent with Section 2.1.5 and 2.1.8 of the Provincial Policy Statement, MNRF recommends that the City require studies to demonstrate no negative impacts if activities are proposed directly within the ANSI boundary.

Page 2  
City of Temiskaming Shores

We greatly appreciate all of the support we received from the City of Temiskaming Shores throughout the confirmation process. To show our appreciation, the MNRF has created a plaque to commemorate the stewardship activities related to the Farr Formation ANSI. A plaque is enclosed with this letter for the City. A copy of the cover letter sent to the landowners has also been attached for your information.

As the designated planning authority under the Planning Act, municipalities are encouraged to protect ANSIs through appropriate policies and designations in official plans, and through appropriate zoning by-laws. At the request of municipalities, MNRF may provide advice, guidelines, and technical information to municipalities on evaluating the effects that proposed land uses could have on ANSI natural heritage values.

We look forward to our continued cooperation in the stewardship of the Farr Formation. If you have any comments, questions, or concerns please contact Julia Robinson, District Planner at 705-475-5569, or by email at [Julie.Robinson@Ontario.ca](mailto:Julie.Robinson@Ontario.ca).

Sincerely,



Julie Robinson  
District Planner  
Ministry of Natural Resources and Forestry  
North Bay District

Enclosures:

1. Farr Formation ANSI Earth Science Inventory Checklist
2. Fact Sheet



# Fact Sheet

Ministry of Natural Resources and Forestry

Sept 2019

## NEW LISKEARD EXPOSURE FARR FORMATION

*Earth Science  
Area of Natural and Scientific Interest (ANSI)*

### PART 1 - Areas of Natural and Scientific Interest (ANSI)

#### **1. What is an Area of Natural and Scientific Interest (ANSI)?**

Areas of Natural and Scientific Interest (ANSIs) are areas of land and water containing natural landscapes or features which the Ministry of Natural Resources and Forestry (MNRF) has identified as having values important for natural heritage protection, scientific study, or education. Each ANSI is identified as a life science and/or earth science site depending on the natural heritage values.

Life science ANSIs are significant representative segments of Ontario's biodiversity and natural landscapes. They include specific types of forests, valleys, prairies, and wetlands, their native plants and animals, and their supporting environments. Life science ANSIs contain relatively undisturbed vegetation and landforms, and their associated species and communities. Provincially significant life science ANSIs include the most significant and best examples of the natural heritage features in the province and many include other significant features and areas such as wetlands, valley lands, and woodlands.

Earth Science ANSIs contains natural heritage values that are representative of the province's geological diversity and natural landscapes. Exposed bedrock locations, geological formations such as a fossil bed and landforms, and the processes creating them can represent these natural heritage values.

#### **2. What is the purpose of identifying an ANSI?**

ANSIs are one component of Ontario's Natural Heritage Program. They contribute to Ontario's natural heritage goals by identifying and protecting provincially significant examples of the natural landscapes and elements of Ontario's biodiversity. The ministry undertakes province-wide surveys of natural areas to identify a series of sites which represent the full diversity of natural landforms, environments, and biological communities in Ontario.

The Ministry of Natural Resources and Forestry (MNRF) has the lead in identifying ANSIs. For those ANSIs located on private land, MNRF encourages landowners, municipalities and other agencies to practice good stewardship and management by providing information, education and other protection strategies.

So far, more than 600 ANSIs have been identified across the province.

### **3. How is an ANSI identified?**

The identification of ANSIs is intended to encourage the protection of a system of natural heritage areas representative of Ontario's natural diversity. This process began in the 1970s as a response to the widespread loss of natural areas and international efforts to undertake systematic, comparative surveys of significant natural areas, and work towards their conservation.

Areas of Natural and Scientific Interest are selected by MNRF to include sites which represent the full spectrum of Ontario's natural diversity. Studies are conducted on ecologically defined regions of the province to identify candidate sites. Gap analysis (using digital map comparison) is used to compare sites with similar features within ecologically defined regions (ecodistricts). The sites with similar features are compared and the most significant are selected, based on the best available information. Evaluations and recommendations are reviewed by other knowledgeable professionals and academics, non-government organizations, local experts, and MNRF staff. Geological theme studies are conducted to identify the most representative earth science sites.

Life science ANSIs are selected using the following criteria: representation, diversity, condition, ecological consideration, and special features. For earth science ANSIs the following selection criteria are used: representation, type sections and related features, diversity, condition, life science values, and special features

Once a site is identified as a candidate site, it is evaluated and confirmed through a process called an 'ANSI Confirmation Procedure'. The criteria used to evaluate ANSIs are based on a scientific framework with the evaluation carried out by knowledgeable academics and professionals from both the public and non-public sectors.

### **4. What is a provincially significant ANSI?**

Once an ANSI is confirmed through MNRF's ANSI Confirmation Procedure, or if it was confirmed through a previous approved process, it is called a "provincially significant ANSI".

Only provincially significant ANSIs are considered to be of provincial interest and have status under the Provincial Policy Statement (S. 2.1.5). 'Regionally' significant and 'locally' significant ANSIs identified in the past, do not have this status but may be protected by municipal policies. MNRF will provide what information it has on 'regionally' and 'locally' significant ANSIs and encourage good stewardship by the parties concerned.

## **PART 2 – NEW LISKEARD EXPOSURE FARR FORMATION ANSI**

### **1. What is the FARR FORMATION ANSI?**

The New Liskeard Exposure of the Farr Formation is a roadside exposure of a bioturbated or mottled Ordovician carbonate containing aspects of high-purity limestone (coarser crystalline or grainstone to wackestone units) and dolomitized muddy interbedded units (See Photo Gallery in the Appendix).

### **2. When was the Farr Formation ANSI identified?**

The New Liskeard Exposure of the Farr Formation site was originally identified in 1989 as a regionally significant earth science feature. Subsequent to that, road work in the area stimulated a re-evaluation of the status of the feature. Field visits by the MNRF in 2012, review of the Timiskaming Outlier and its relationship to other Paleozoic Outliers (i.e. Lake Nipissing), along with discussions with the Ontario Geologic Survey helped to better understand the significance of the feature.

### **3. Why is this particular ANSI significant?**

This exposure of the Farr Formation is one of only a few exposures in the Region. The Farr Formation only occurs within the Timiskaming Outlier and does not exist in other parts of Ontario; therefore, this site is considered provincially significant.

## **PART 3 - ANSIs, Land Use Planning and Development**

### **1. How is an ANSI recognized in land use planning?**

The Provincial Policy Statement (PPS) (2014), issued under Section 3 of the Ontario Planning Act, provides direction on matters of provincial interest related to land use planning. ANSIs that have been confirmed as provincially significant are considered a matter of provincial interest in section 2.1.5 and 2.1.8 of the PPS. The Planning Act requires that planning authorities, in exercising any authority that affects planning matters, "shall be consistent with" the PPS.

The MNRF informs municipalities about the location and significance of ANSIs. Municipalities are encouraged to protect ANSIs through appropriate policies and designations in official plans, and through appropriate zoning by-laws. At the request of municipalities, MNRF may provide technical advice, guidelines and information to municipalities on evaluating the effects that proposed land uses could have on ANSI natural heritage values.

MNRF does not provide policy-based comments on specific planning applications directly to municipalities or proponents. Formal provincial reviews of planning applications that affect ANSIs are coordinated through the Ministry of Municipal Affairs according to the provincial One-window Planning System.

## **2. How are development proposals within an ANSI evaluated?**

Section 2.1.5 of the PPS states that development and site alteration may be permitted in a provincially significant ANSI if it has been demonstrated that there will be no negative impacts on the ANSI's natural features or the ecological functions of the ANSI. Further, as per Section 2.1.8 of the PPS, consideration must be given to the impact of proposed development or site alteration on lands adjacent (50 metres) to the ANSI.

To demonstrate that a planning proposal will have no negative impacts, a planning authority would normally require an Impact Assessment or Environmental Impact Study. The Impact Assessment can show how impacts to natural heritage values will be minimized or eliminated with consideration of the landowners needs.

MNRF may provide technical advice to municipalities on evaluating the effects that proposed land uses could have on ANSI natural heritage values.

## **3. What activities are considered appropriate to maintaining the natural values of an ANSI?**

The Ministry of Natural Resources of Forestry encourages ecologically sensitive land uses that do not have detrimental impacts on the natural heritage features for which the ANSI was chosen. In general terms, it has been the management by private and public owners that has maintained the present natural values of ANSIs. However, some changes to current land uses could enhance the natural values of a property, while other changes may be undesirable. Particular land use activities adopted by a landowner to conserve a site should be based on the particular characteristics and sensitivity of individual properties.

In life science ANSIs, or portions thereof, appropriate activities can include wildlife viewing, fishing, hunting, trapping, compatible forest management, and some trail uses. Forest management activities should be carefully planned prior to implementation to ensure that ANSI values will be maintained or enhanced. Activities that could impact the integrity of a life science ANSI include land clearing, cattle grazing, incompatible forestry practices, housing developments, gravel or peat extraction, quarrying, and indiscriminate all-terrain vehicle use.

Earth science ANSIs can normally sustain more intensive land uses than life science ANSIs, such as agriculture and more intensive forest management practices. Activities that could impact the integrity of an Earth Science ANSI include aggregate extraction and housing developments requiring extensive re-contouring of the landscape. In general, appropriate activities for Earth Science ANSIs are those that conserve the topography, geological exposures, or other features and processes.

Decisions on the appropriate levels of protection and appropriate land uses for an identified ANSI are the responsibility of municipalities under authority of the Planning Act.

At the request of municipalities, MNRF staff may provide information, advice and guidelines in areas such as appropriate natural heritage policies, mapping, specific information on natural heritage values, and approaches to evaluating impacts.

#### **4. What help is available to landowners who want to protect and /or learn more about ANSI values on their properties?**

The natural heritage values of each ANSI often exist because of careful stewardship by private landowners. In the case of most life science sites, allowing the property to remain in as undisturbed a state as possible is the best way to ensure the values of the ANSI are retained. With earth science sites, activities which do not significantly change the land surface will not normally affect the ANSI values.

Ministry of Natural Resources and Forestry staff has information on the ANSI program in general and on each ANSI specifically. They can provide advice and natural heritage information to landowners upon request.

If you own a property within a provincially significant ANSI, you may be eligible for reduced taxes through MNRF's Conservation Land Tax Incentive Program (CLTIP).

#### **PART 4 – MNRF's Conservation Land Tax Incentive Program**

##### **1. What is the Conservation Land Tax Incentive Program (CLTIP)?**

The purpose of the CLTIP is to recognize, encourage and support the long term private stewardship of Ontario's provincially significant conservation lands by providing property tax relief to those landowners who agree to protect the natural heritage values of their property. In exchange for property tax relief, landowners agree not to undertake activities that will degrade, damage, destroy or result in the loss of the natural values of the site.

Eligible lands placed under CLTIP receive a 100% property tax exemption for that portion of the property that meets the CLTIP criteria.

The CLTIP is subject to regulations made under the Assessment Act in effect for the current taxation year.

##### **2. Where can you find out more information about the CLTIP – eligibility, applying, etc.?**

Each year MNRF puts out the *Guide to the Conservation Land Tax Incentive Program (CLTIP)* which is available from your local ministry office. This office can also provide information on the identification and protection of the conservation land you own.

The CLTIP identifies and sends application packages to eligible landowners annually (in late spring). Once the boundary of an ANSI has been confirmed by district staff, the information is forwarded to the CLTIP; property information is identified and included in the next mailing which applies to the following tax year. If you do not receive an application, you should contact the CLTIP. The application deadline is July 31 for the next tax year.

For general information about the CLTIP and how to apply, contact the CLTIP Info-line at 1-800-268-8959 or visit the Website at:

<https://www.ontario.ca/page/conservation-land-tax-incentive-program>



### **3. Are provincially significant ANSIs considered as eligible conservation lands?**

Yes, landowners who have property with provincially significant ANSI are eligible for the CLTIP. Each year, eligible landowners are sent a program application; those who agree to the terms of the program and return the application by the regulated deadline receive property tax relief on their conservation land the following year. After the deadline, participating landowner information is submitted to the Municipal Property Assessment Corporation (MPAC), who assesses the property value of the conservation land, marks it as tax exempt, and forwards the property information to the local municipality for adjustment on the following year's tax notice. (Note that from 1988-1998, the program was known as the Conservation Land Tax Reduction Program, CLTRP).

### **4. What activities are allowed within the ANSI if I participate under the CLTIP?**

The purpose of the CLTIP is to promote the good stewardship and conservation of provincially important natural heritage features, and to alleviate the tax burden associated with protecting these lands. Under the program, landowners agree not to undertake any activities that will degrade, damage, destroy or remove the natural or earth science values for which the site was originally identified. Low impact activities that do not affect the essential landform features are permitted. In the Farr Formation ANSI low impact activities such as agricultural practices and recreational uses are permitted. Activities that significantly alter the natural landscape features, such as aggregate extraction, estate lot subdivision development (but not necessarily single lot development) and any activities that promote erosion are not compatible with the objectives under the CLTIP.

Landowners with questions about permissible activities should contact the CLTIP before starting. Activities undertaken, not consistent with the terms and conditions of the Program, will forfeit the property's eligibility. The tax exempt status would be removed and full taxes would apply again. For more information, please contact Conservation Land Tax Incentive Program staff at 1-800-268-8959, email [cltip-info.mnr@ontario.ca](mailto:cltip-info.mnr@ontario.ca)

## **PART 5 – Property Values and Impacts to Landowners**

### **1. Will the identification of a property as an ANSI affect its property value?**

A property identified as an ANSI will always be viewed favourably by some and with reservation by others. Identifying a property as an ANSI may make it more valuable to some people in the sense that it represents a significant, special, or unique piece of Ontario's natural heritage, and is eligible for property tax exemptions. This may be reflected in higher real estate values in some areas. In other areas, real estate values may be decreased or unaffected, depending on the property zoning and designation in planning documents. The permitted land uses, which can affect property values, are governed by the designation and zoning of the property in municipal planning documents.

**2. Will the ANSI evaluation process result in my land becoming part of the ANSI / removed from the ANSI and change my status under CLTIP?**

Areas of Natural and Scientific Interest are identified and mapped by the Ministry of Natural Resources and Forestry using the best scientific information available at the time. Their boundaries or status may be revised in light of new information.

Properties may be added to or removed from an ANSI if it can be shown to MNRF's satisfaction that the property adds to or does not add to the values of the ANSI. Changes must have some basis in a scientific or technical review of the individual property in question, relative to the remainder of the ANSI and the site district or geological context. If the ministry changes an ANSI boundary, the appropriate changes will be made to the eligibility of the property under the Conservation Land Tax Incentive Program.

**3. Have all landowners been informed that they own part of any ANSI?**

All landowners of provincially significant ANSIs are notified that they own conservation lands and are eligible for the Conservation Land Tax Incentive Program (CLTIP). Any exceptions would pertain to landowners of newly identified ANSIs or new landowners of existing ANSIs who have not yet been notified. For established ANSIs, notification takes place on an annual basis through the CLTIP application process and, for newly identified ANSIs, initially through the district MNRF office.

**4. Will the ANSI evaluation result in restrictions on what a landowner can do with their land?**

The ANSI Confirmation Procedure is a science-based approach that evaluates ANSIs only on the merits of the area's features and functions. It does not address the potential social, economic or resource management issues. These issues are dealt with by the municipality through their Official Plan policies and zoning by-laws.

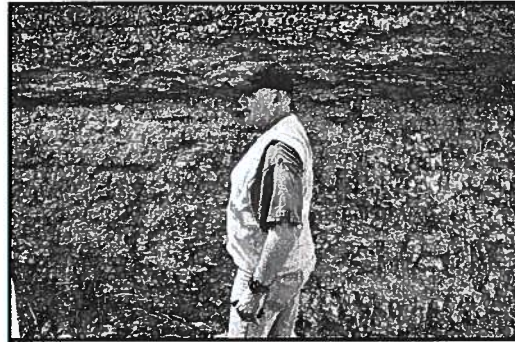
The ministry encourages landowners who have significant natural areas and features on their property to practice good stewardship. The MNRF can help landowners with their stewardship efforts by providing information, education and financial incentives through programs such as the CLTIP.

## APPENDIX – PHOTO GALLERY

Photos taken July 2017



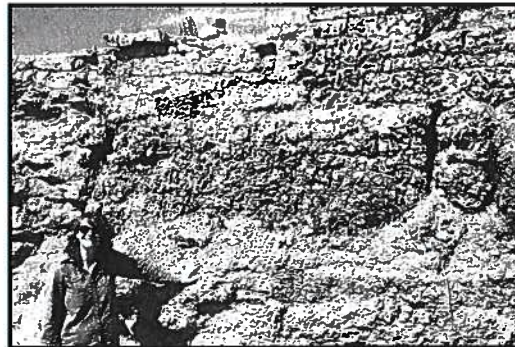
Favosite fossil, western portion of ANSI,  
west side of Highway 11 North



David Webster, Provincial Geologist,  
Protected Areas Section, Natural  
Resources and Conservation Branch,  
MNRF



Gastropod fossil, western portion of ANSI,  
west side of Highway 11 North



Julie Robinson, District Planner, North Bay  
District, MNRF



# EARTH SCIENCE INVENTORY CHECKLIST

## PART ONE: SUMMARY PAGE

NAME <b>New Liskeard Exposure Farr Formation ANSI</b>		OLL ID N/A	MAP NAME North Bay	NTS NUMBER 31M/5	UTM REFERENCE 17T								
OBM NUMBER 20 17 5900 52600		Easting 597945	Northing 5261170	ELEVATION MIN. 270 m MAX. 280 m									
COUNTY													
TOWNSHIP Dymond													
LOT 6 CONCESSION 1													
AREA Total Area: 3.6 ha													
OWNERSHIP Patent Land													
AERIAL PHOTOGRAPHS <table border="1"> <thead> <tr> <th>YEAR</th> <th>ROLL</th> <th>FLIGHT LINE</th> <th>NUMBERS</th> </tr> </thead> <tbody> <tr> <td>1977</td> <td>45</td> <td>4721</td> <td>31, 32</td> </tr> </tbody> </table>		YEAR	ROLL	FLIGHT LINE	NUMBERS	1977	45	4721	31, 32				
YEAR	ROLL	FLIGHT LINE	NUMBERS										
1977	45	4721	31, 32										
MNR REGION Northeast Region	MNR DISTRICT North Bay District	PARK ZONE Northeast Zone											

**EARTH SCIENCE FEATURES** The New Liskeard Exposure of the Farr Formation (Photo 1) is a roadside exposure of a bioturbated or mottled Ordovician carbonate containing aspects of high-purity limestone (coarser crystalline or grainstone to wackestone units) and dolomitized muddy interbedded units. The exposure is situated on the upthrown (south) side of the Lake Timiskaming West Shore Fault (Figure 1).

**SIGNIFICANCE** This exposure of the Farr Formation is one of only a few exposures in the region. The Farr Formation only occurs within the Timiskaming Outlier as shown on Figure 2 and does not exist in other parts of Ontario; therefore, this site is considered Provincially Significant.

**SENSITIVITY** The bedrock feature is fairly resilient to normal use (hiking, etc.); however, it is susceptible to fossil collecting (which should be prohibited) and possible road widening or re-alignment.

**RECOMMENDATIONS** It is recommended that the exposure (outcrop) be identified as a provincially significant ANSI. It should be so identified because of its limited exposure (outcropping) and restricted extent (does not exist outside of the Timiskaming Outlier).

**MAJOR REFERENCES**  
 Lovell & Frey, 1976,  
 T. Jones, OMNR Earth Science Checksheet, 1989

DATE COMPILED 16 October, 2017	COMPILER DN Webster, 2017
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## PART TWO: DETAILED

### INFORMATION PROTECTION

### HISTORY AND SETTING

The ANSI was first confirmed as a regionally significant earth science feature in 1989. Subsequent to that, road work in the area stimulated a re-evaluation of the status of the feature. Field visits by D.N. Webster in 2012, review of the Timiskaming Outlier and its relationship to other Paleozoic Outliers (i.e. Lake Nipissing), along with discussions with the Ontario Geologic Survey helped to better understand the significance of the feature. An additional field visit was conducted in July, 2017 by D.N. Webster. As a result, the feature is to be considered Provincially Significant.

### DETAILED EARTH SCIENCE FEATURES

**SURFICIAL GEOLOGY:** The ANSI feature is either exposed bedrock or bedrock covered by a thin discontinuous deposit of overburden.

**BEDROCK GEOLOGY:** The Farr Formation is an Upper Ordovician medium to thick bedded, fine to medium grained, fossiliferous calcarenite becoming finer grained and dolomitic at the top of the unit. Undulating, shaly stringers and intense burrowing give the unit a mottled appearance.

The Farr Formation is richly fossiliferous in corals, brachiopods, gastropods and contains an unusual fossil *Receptaculites*.

The Farr Formation ranges up to about 41 metres in thickness and is located only within the limits of the Timiskaming Outlier as shown on Figure 2.

The Farr Formation is contained within the Liskeard Group of strata which is comprised of the basal Guiges Formation (conglomerates and sandstones grading to siltstones) overlain by shales and nodular limestones of the Bucke Formation which in turn are overlain by the uppermost Farr Formation. Disconformably overlying the Farr Formation is the Dawson Point Formation (not present at the ANSI location).

The Guiges and Bucke Formations are biostratigraphically correlated to Upper Ordovician strata on the Manitou Islands of Lake Nipissing. The Farr Formation has not been correlated to these strata. The ANSI outcrop is preserved atop the upthrown (south) side of the local escarpment feature which represents the surface expression of the Lake Timiskaming West Shore Fault. Elsewhere in the area, the Farr Formation is found as part of the down faulted block (below the escarpment) and underlies the Little Clay Belt (therefore having minimal exposure). See photos 1-4.

#### **DETAILED SIGNIFICANCE**

The roadside outcrops of the Farr Formation are considered to be of provincial significance representing two of only a few outcrops of this formation in the Province. They are considered to exhibit potential for scientific, educational and interpretive use. The easy access to the sites makes them well-suited for geological study.

The outcrops are representative of the following earth science themes (see **Earth Science Framework**; Davidson, 1981):

- 1) Upper Ordovician Marine Carbonate Environmental Theme (outcrop)
- 2) Tectonic Land/Process Theme (the Lake Timiskaming West Shore Fault)

#### **DETAILED SENSITIVITY**

The bedrock feature is fairly resilient to normal use (hiking etc); however, it is susceptible to fossil collecting (which should be prohibited) and possible road widening or re-alignment. In order to protect the site, the Ministry of Transportation (MTO) and the City of Temiskaming Shores should be made aware of the significance of the site.

#### **DETAILED RECOMMENDATIONS**

The New Liskeard exposure of the Farr Formation is recognized as a provincially significant earth science ANSI. The boundary is presented in Figure 3.

It should be so identified because of its limited exposure (outcropping) and restricted extent (does not exist outside of the Timiskaming Outlier). In addition, its proximity to the Lake Timiskaming West Shore Fault and the relationship with Farr Formation strata on the downthrown side of this fault, make this site worthy of provincial significance. Discussions with the MTO should be held to make them aware of the significance of the site and to help protect the site from expansion or re-alignment of the highway.

#### **REFERENCES**

- Davidson, 1980. A Framework for the Conservation of Ontario's Earth Science Features; Ontario Ministry of Natural Resources, Open File Earth Science Report 8001.
- Grant, W.T., and Owslacki, Leo, 1987. An Evaluation of the Lake Timiskaming Paleozoic Outlier for Potentially Exploitable Limestone and Dolostone Deposits, District of Timiskaming: Ontario Geological Survey. Map P.3101, Geological Series-Preliminary Map, scale 1:20 000.
- Johnson M.D., Armstrong D.K., Sanford B.V., Telford P.G., Rutka M.A. Paleozoic and Mesozoic Geology of Ontario, *in* Geology of Ontario, Ontario Geological Survey, Special Volume 4, Part 2, p. 928-932.
- Jones, T., 1989 Earth Science Checksheet, Ministry of Natural Resources
- Lovell, H.L. and Frey, E.D., 1976. Geology of the New Liskeard Area, District of Timiskaming, Ontario Division of Mines, GR144, 13-14.

Location of the New Liskeard  
Exposure Farr Formation  
Area of Natural and Scientific  
Interest

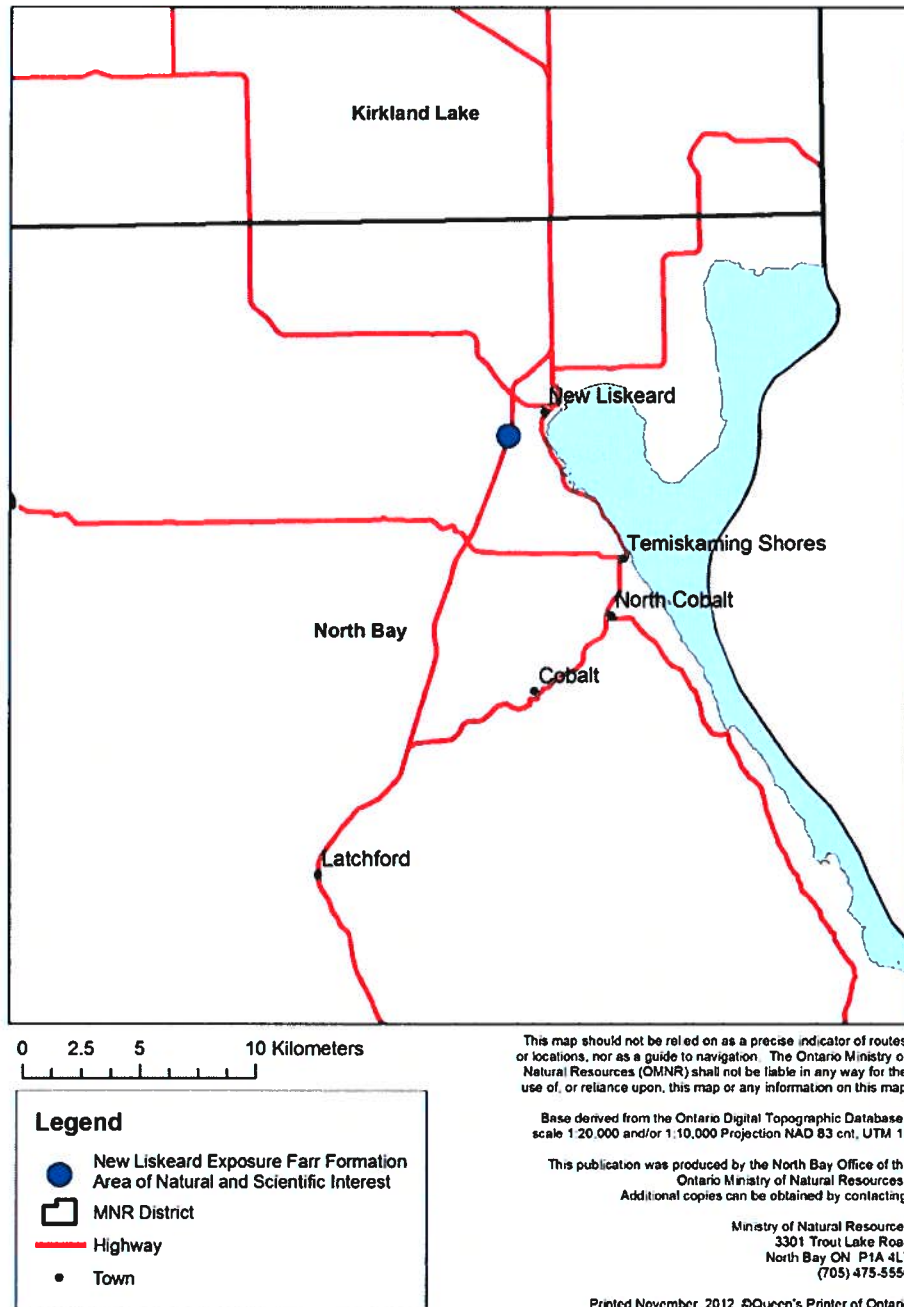
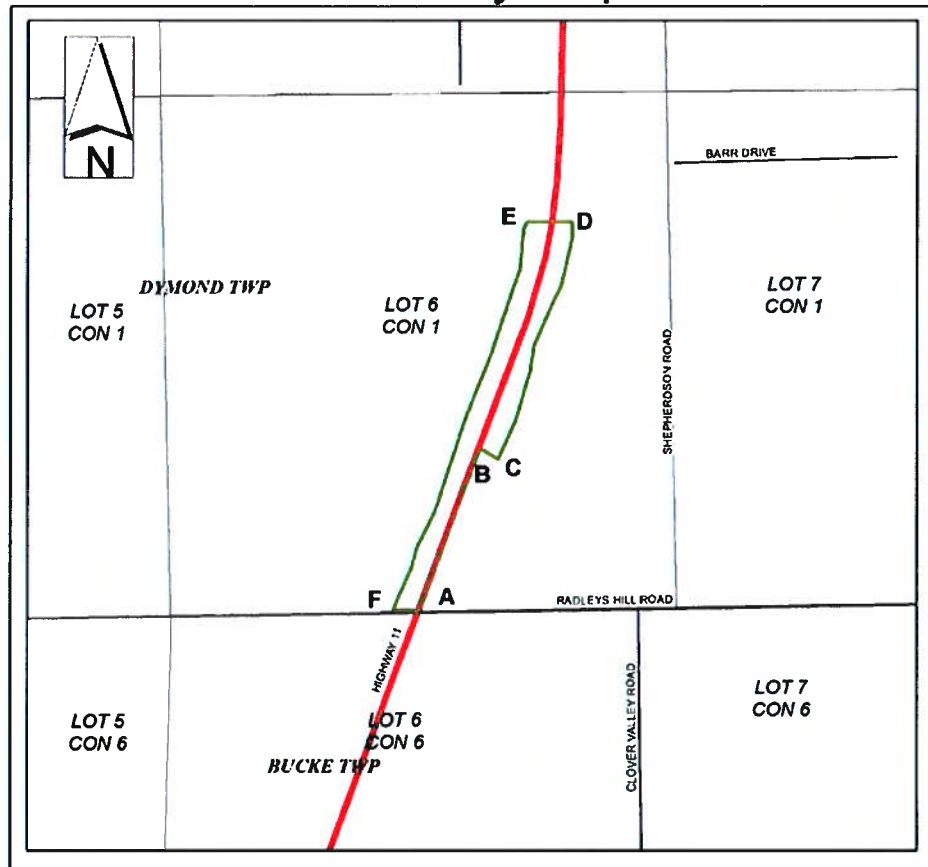


Figure 1: A map illustrating the location of the ANSI in the New Liskeard area.



# New Liskeard Exposure Farr Formation Boundary Map



## Legend

New Liskeard Exposure Farr Formation  
Area of Natural and Scientific Interest

## Roads

- Road
- Highway
- Township Boundary
- Patent Land
- Crown Land

This map should not be relied on as a precise indicator of routes or locations, nor as a guide to navigation. The Ontario Ministry of Natural Resources (OMNR) shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.

Base derived from the Ontario Digital Topographic Database, scale 1:20,000 and/or 1:10,000 Projection NAD 83 cnt, UTM 17

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Ministry of Natural Resources  
3301 Trout Lake Road  
North Bay ON P1A 4L7  
(705) 475-5550

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Figure 3: An outline of the proposed ANSI boundary.



<b><i>Boundary Segment</i></b>	<b><i>Natural or Cultural Feature Used</i></b>	<b><i>Rationale</i></b>
A-B	Edge of pavement of west boundary of Highway 11.	Clear boundary that encompasses feature and provides a suitable buffer.
B-C	90 degree angle from A-B to capture Farr Formation on east side of highway.	Cuts across highway to encompass feature on east side of highway.
C-D	Vector parallel to east boundary of highway at a distance of 25 m from the edge of pavement of the east boundary of highway.	Encompasses feature to a distance of 25 m from highway.
D-E	90 degree angle from C-D to capture Farr Formation on west side of highway.	Cuts across highway to encompass feature on west side of highway.
E-F	Vector parallel to west boundary of highway at a distance of 25 m from edge of pavement of west boundary of highway.	Encompasses feature to a distance of 25 m from highway.
F-A	Radley's Hill road	Closes polygon back to original start point.



**Photo 1: Farr Formation on West Side of Highway 11 North, looking south**





**Photo 2: Gastropod observed on July 11, 2017.**



**Photo 3: Favosite observed on July 11, 2017, west side of Highway 11, at south end.**





**Photo 4: Nautiloid observed on July 11, 2017.**

September 27, 2019

## **AMO Board Highlights and Policy Items You Need To Know**

### **September 27<sup>th</sup> AMO Board Highlights**

To keep members informed, AMO provides updates on important issues considered at AMO Board of Directors' meetings. Highlights of today's meeting include:

AMO President Jamie McGarvey created a [video overview](#) of today's AMO Board meeting.

### **Joint and Several Liability Reform Submission**

The Board considered and approved a submission to the Attorney General which includes key recommendations which address municipal impacts related to joint and several liability. Next week the AMO paper will be distributed to all municipal councils for consideration and endorsement.

### **Paramedic Services: New Models of Patient Care**

AMO will respond to Ontario's regulatory posting on implementing new models of care for select low acuity 9-1-1 patients. If enacted, the regulations under the *Ambulance Act* will provide more flexibility for paramedics to treat patients in other ways than taking them to an emergency department. AMO will emphasize the need to improve dispatch before the new models' implementation. Municipal governments and District Social Service Administration Boards can respond to the regulatory [posting](#) by October 6<sup>th</sup>.

### **Blue Box Program**

Blue Box is transitioning to full producer responsibility. Municipal councils will need to make big decisions on how this will occur in your community. Watch for regional workshops, webinars and update bulletins from AMO this fall.

### **Conservation Authorities (CAs)**

The Board has identified some transition considerations for Bill 108 conservation authority-related changes. Additional information is needed from the Ministry regarding what activities, to what level of detail, are required to support the mandated roles of CAs. AMO is working with Conservation Ontario on a template for the creation of MOUs between CAs and municipal governments. The template is a sample and municipal governments are free to negotiate items. Finally, there are local considerations that will require some coordination.

### **Provincial Policy Statement (PPS)**

The AMO Board is largely supportive of the changes to the PPS. Many clarifications and increased flexibility are welcomed. Some councils may encounter tension between this increased flexibility and the requirements for environmental protections. Additional guidance for low growth, rural and northern use of the PPS, similar to that provided in 2014, is requested. Prior to implementing the PPS, a number of provincial guidance documents are needed. It is important that appropriate guidance on Indigenous engagement not download the Crown's Duty to Consult but rather demonstrates how municipal governments can be helpful in supporting this Crown responsibility. Consultation ends October 21<sup>st</sup>.

### **Social Assistance Reform Update**

AMO staff provided the AMO Board with an update on social assistance reform and sought direction on AMO's advocacy approach on the elimination of Transitional Child Benefit and changes to the definition of 'disability.' If the Transitional Child Benefit is eliminated municipal governments may be left to fill in the gap to keep low-income families, particularly refugee claimants, housed. This will negatively impact families and will create fiscal challenges for municipal governments. AMO will advocate for the decision to eliminate this benefit to be reversed. On the proposed change to the definition of disability, AMO will seek assurances from the province that the change will not add costs to municipal governments. Changes to the definition may lead to increases in the Ontario Works caseload with potential impacts on municipal service delivery costs.

### **E-Scooter Pilot Framework**

The AMO Board approved sending a letter to the Minister of Transportation highlighting municipal concerns with the provincial government's proposed e-scooter pilot framework. Of great concern are the proposed timeframe for the pilot launch, the proposed speed limit, data collection requirements, municipal liability protections and the need to ensure a municipal say in regulating e-scooters locally.

### **Provincial Data Strategy**

The provincial government has released a second discussion paper towards the development of an Ontario Data Strategy. Comments are due October 9<sup>th</sup>. The AMO board approved responding positively to the discussion paper, emphasizing the need to ensure access to fast reliable broadband across Ontario and the need for provincial supports to enable widespread municipal data sharing with businesses and the public. AMO staff will continue to work with the province to respond to future discussion papers of municipal interest.

## **Municipal Policy items you need to know**

### **AMO Fall Policy Forum – October 24/25**

AMO is hosting a two-day Policy Forum in London, Ontario on October 24 & 25, 2019. The Forum is open to municipal elected officials and senior municipal staff. In this time of constant change, it is an event not to be missed. For more information and to register, click [here](#) or email [events@amo.on.ca](mailto:events@amo.on.ca).

### **Long-Term Care Funding Extension**

Earlier in 2019, the province changed the funding model for long-term care. While there was a 1.7% overall increase in the funding envelope, the funding model changes resulted in significant in-year reductions for municipal homes. AMO, municipal governments and [AdvantAge Ontario](#), a staff association representing municipal homes, asked for a reconsideration of the changes. It is therefore welcome news to hear that the Minister of Long-Term Care is extending the funding change implementation timeline while exploring alternatives. The ministry will be consulting on a new small capital program and developing a long-term care staffing strategy. AMO thanks the government for its responsiveness and looks forward to working with the ministry on the design of new funding programs + the staffing strategy.

### **Aggregates Consultation**

MNRF has announced a [consultation](#) on changes to the *Aggregates Resources Act* which ends November 4<sup>th</sup>. Key elements under consideration are the proposal to require a new application rather than an amendment if a producer wants to extract below water level, clarification around the limits to zoning, and preventing the LPAT imposition of haul route agreements.

### **Broadband Strategy Released**

On July 23, 2019, the Government released “[Up to Speed](#): Ontario’s Broadband and Cellular Action Plan.” The Strategy includes a commitment to launch a \$150 million provincial broadband and cellular infrastructure program beginning in 2020-2021. AMO will provide updates as further details become available.

## **Prompt Payment & Adjudication in Force October 1<sup>st</sup>**

As of October 1<sup>st</sup>, the *Construction Act* is now in full force and effect. This will have significant impacts to municipal procurement practices, both as an owner of infrastructure projects, and as individual homeowners. For more information, click [here](#).

## **Building Services Transformation**

The provincial government has announced a consultation on the transformation of building code services. A [discussion paper](#) has been posted online and is open for municipal input until November 25<sup>th</sup>. Regional information sessions will also be held in Chatham-Kent, Belleville, North Bay and Vaughan. Notably, the province is proposing to create a new delegated administrative authority to provide services to the building sector and streamline the building code process. AMO will analyze the discussion paper and report back to the AMO board.

For more information on any of these items, contact AMO's Policy team at [policy@amo.on.ca](mailto:policy@amo.on.ca).

October 1, 2019

## **AMO submits report to Attorney General on liability and insurance cost reforms**

On September 27, the AMO Board approved a [submission](#) on joint and several liability entitled, “*A Reasonable Balance: Addressing growing municipal liability and insurance costs.*” Earlier today, AMO President Jamie McGarvey forwarded the report to the Attorney General, The Honourable Doug Downey for consideration.

Municipal councils are encouraged to endorse the report and its recommendations. The Ministry of the Attorney General has agreed to accept municipal resolutions up until November 1, 2019. Resolutions can be sent to the Attorney General at [doug.downeyco@pc.ola.org](mailto:doug.downeyco@pc.ola.org) and [magpolicy@ontario.ca](mailto:magpolicy@ontario.ca) or by writing to:

The Honourable Doug Downey  
Attorney General of Ontario  
McMurtry-Scott Building,  
720 Bay St, 11th Floor,  
Toronto, ON  
M7A 2S9

The report includes seven key recommendations on actions which the government could take to reduce the negative impact of joint and several liability. It builds on previous reports and resolutions submitted in 2010, 2011, and 2014. Please see the report for more details.

AMO thanks those municipalities that have contributed to the government’s consultation to date. If you have not already done so, please provide a copy of your submission to the AMO President at [amopresident@amo.on.ca](mailto:amopresident@amo.on.ca).

For questions related to the report, please contact AMO Senior Advisor Matthew Wilson at [mwilson@amo.on.ca](mailto:mwilson@amo.on.ca) or at 416-971-9856 ext. 323.

October 3, 2019

## **Information for Members: Ontario Gas Tax for Transit Program Review and the Ontario Community Infrastructure Fund**

The Ministry of Transportation is surveying municipal governments regarding the Ontario Gas Tax for Transit Program aimed at providing the Ministry with municipal perspectives on how well the Program is meeting its objectives of expanding and improving municipal transit. Municipal input is invited.

Municipal infrastructure funding programs from the provincial and federal governments are critical to the partnership between federal, provincial and municipal governments. These programs help to ensure that municipal governments large and small across Ontario can provide residents with affordable quality infrastructure to improve their lives every day.

Municipal infrastructure funding programs often have important interrelationships that build on one another and changes to one program could affect other programs beyond its scope. This is the case for the Ontario Gas Tax for Transit Program and the Ontario Community Infrastructure Fund (OCIF), complementary funding programs that respond to discrete, but interrelated municipal transportation and other core infrastructure needs.

To help provide feedback to the MTO survey, AMO is providing a [report](#) for our members on the evolution of the Ontario Gas Tax for Transit and OCIF programs so that municipal governments are able to consider how these programs work together and with other important infrastructure funds to help municipalities across the province. It is hoped that the report's considerations and comments will help members think about how these programs have evolved to serve the diverse needs of municipalities and residents.

### **AMO Contact:**

Craig Reid, Senior Advisor, [creid@amo.on.ca](mailto:creid@amo.on.ca), 416-971-9856 ext. 334.



# MUNICIPALITÉ · EAST FERRIS · MUNICIPALITY



390 HIGHWAY 94, CORBEIL, ONTARIO P0H 1K0  
TEL.: (705) 752-2740 FAX.: (705) 752-2452  
Email: [municipality@eastferris.ca](mailto:municipality@eastferris.ca)

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## REGULAR COUNCIL MEETING

HELD

October 8<sup>th</sup>, 2019

**2019-280**

**Moved by** Councillor Lougheed

**Seconded by** Deputy Mayor Voyer

WHEREAS the Municipality of East Ferris believes that conferences are vital forums for municipal leaders to interact amongst each other and discuss municipal issues;

AND WHEREAS despite new technological advances that allow remote communication, resource sharing, and networking; face-to-face interactions are one of the most crucial components for learning for municipal leaders;

AND WHEREAS parents attending conferences tend to face a childcare–conference conundrum as they struggle finding care for their children while attending and participating in conference sessions;

AND WHEREAS numerous reports and studies (1), including a recent 2019 report from the House Of Commons(2), indicate a lack of 'Family-Friendly and Gender–Sensitive' environments and policies as one of the barriers women face in pursuing and participating in all levels of politics;

AND WHEREAS most conferences such as ROMA, OGRA, AMO, FONOM, NeORA offer a companion program; the Municipality of East Ferris feels that the time has come for conference organizers to create the conditions for change and incorporate child care services throughout conferences;

BE IT HEREBY RESOLVED that this resolution be forwarded to ROMA, OGRA, AMO, FONOM, NeORA for considerations;

AND FURTHER that this resolution be forwarded to all Ontario Municipalities to request ROMA, OGRA, AMO, FONOM and NeORA to consider including a child care program during their conferences.

---

(1) 'Advancing Equity and Inclusion: A Guide for Municipalities', June 2015

<https://www.ourcommons.ca/Content/Committee/421/FEWO/Reports/RP10366034/feworp14/feworp14-e.pdf>

'Welcoming & Inclusive Communities Toolkit', 2014 <http://citiesofmigration.ca/wp-content/uploads/2017/10/AUMA-Welcoming-and-Inclusive-Communities-Toolkit.pdf>

'How to ensure more women run for public office', Macleans 2018 <https://www.macleans.ca/politics/how-to-ensure-more-women-run-for-public-office/>



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## REGULAR COUNCIL MEETING

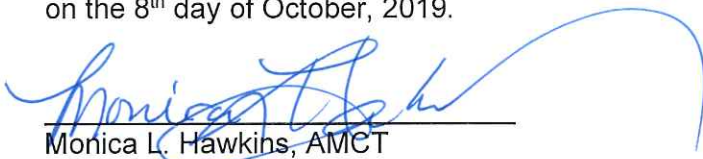
HELD

October 8<sup>th</sup>, 2019

*(2) Elect Her: A Roadmap for Improving the Representation of Women in Canadian Politics, April 2019*  
<https://www.ourcommons.ca/Content/Committee/421/FEWO/Reports/RP10366034/feworp14/feworp14-e.pdf>

**Carried Mayor Rochefort**

CERTIFIED to be a true copy of  
Resolution No. 2019-280 passed by the  
Council of the Municipality of East Ferris  
on the 8<sup>th</sup> day of October, 2019.

  
\_\_\_\_\_  
Monica L. Hawkins, AMCT  
Clerk



## Minutes

### BIA Board Meeting – Sept 5, 2019

#### 3:00 pm at the Pool & Fitness Boardroom

**Present:** Angela Hunter, Penny Durrant, Jeff Lafferiere, Andy Ringette, Sean Mackey, Louise Briere, James Franks

**Regrets:**

**1.0 Approval of agenda Jeff**

Motion carried by: Jeff Lafferiere

Second by: Andy Ringette

**2.0 Approval of August 6, 2019 minutes**

Motion carried by: Penny Durrant

Second by: Angela Hunter

**3.0 Village Noel**

Sleigh Rides – Volunteers - \$500 is good, but he said \$250. Could we get a quote from him...cheque to be ready by BIA upon his arrival. Talk to Sharron Graydon see if we could get the fall fair queens and contestants. Jeff will see if someone from the council could ride along with him.

**Action:** Louise to Follow-up with Mr. Cauchon & Sharron Graydon.

**4.0 Bicycle Friendly**

Cedar road, follow-up to see if we could get sharrows. Cc: Sean asking for follow-up.

**5.0 Digital Mainstream**

Training, set-up, announcements

Get two quotes from James for the laptop and 360 camera before going to BIA members for quotes.

Can Remax or Tim Hortons apply for funding.

Other information can be added – funding NEO net? Contact James for further information

**Action:** Louise to follow-up with Digital mainstream about equipment specifications and if Franchises can apply for the funding.

**6.0 Budget**

- Timesheets – send on a bi-weekly basis

- We have a lot of money to spend at this point, therefore, no concerns at this point in time for the budget.

**7.0 Maintenance of downtown core**

- Fall Décor, volunteers: James, Louise, Michelle, husband, Cathy Walton, Angela- maybe.

- Student volunteer hours – place a post on our facebook page asking for volunteers. Penny, can assist me in putting them up.

- Downtown clean-up or repairs. Do we make a list of things that pop up or do we go every time? What is best approach – James suggested that we should send Chris a message as things come along instead of waiting until there is a list of things to do so that they can be done in a timely manner and without too much too do at once. In minutes, add information in minutes and state what the BIA is requesting from the city – saying, please see section for action by city....

- Approved minutes are to be sent to Dave Treen at city hall. Minutes are made public.

- **Motion for maintenance by city:** Request to add poop & scoop signs & bags similar to the ones for the boardwalk on Whitewood and Armstrong.

o Motion carried by Angela Hunter

o Second: Andy Ringette

o All in favor

## 8.0 Calendar Year/Goal Setting

We need to set a date for the AGM. To be discussed at the next meeting.

Current Calendar information:

Sept 2019 – Fall Fair

Oct 2019 – Halloween

Nov 2019 – Village Noel – Display our BIA banner on the sleigh for Village Noel

Dec 2019 – Santa photos, need location

Jan 2020 – Skating Rink, curling qualifiers (Northern Ontario Provincials) BIA Gift bags

Feb 2020 – Valentine's Day Sale

March 2020 – March Break activities

April 2020 – Easter Hop

May 2020 – Splash pad – linking bicycle path, Painting the Pride crosswalk – Sean to do, Festival des folie francophone, sidewalk cafe

June 2020 – Flowers, Extension of Farmer's Market, sidewalk café, bicycle month

July 2020 – Farmer's market, Summerfest Week activities, sidewalk cafe

August – Farmer's Market, sidewalk café, Back to school sales

*Suggestions:* Flags up on the poles during hockey tournaments welcoming players and parents – maybe have welcome bags for the all the people coming in. Ask if they have suggestions. What they need. Penny suggested a map of where to eat, get hockey equipment etc. Ask our members if they want to include a discount for the hockey tournaments, special events - Coupon book?

## 9.0 Marketing Strategy

- Advertising year round – Obtain a program to set up on monthly basis – highlight certain businesses in advance.
- Board to review and update members list that Louise previously sent out for perusal and comments.
- Send out the calendar of events once completed to the members by email – ask if they would like to see something added
- Send out a calendar for AGM by mail
- Suggestion: Quarterly newsletters to go out by e-mail.  
**Action:** Louise to create a quarterly newsletter
- Suggestion: BIA board members to visit our members to provide a BIA presence and ask for feedback, requirements etc. – Penny, Angela, Sean, James, Andy, Jeff are in favor.  
**Action:** Louise to make a list of tenants, who will go and when.
- Louise requires an office space with a desk, chair, telephone and printer downtown New Liskeard.  
**Action:** James and Sean are to look for an office space.

## 10.0 Facebook/Media Policy

To be discussed at next meeting.

## 11.0 Other

BIA Board members requested. Wait until next AGM to see if people want to become a member – board members are required to either work for owner (employee), be a tenant or own a building in the BIA. Tenants require a letter from owner of the building saying they are a tenant.

## 12.0 Date of next meeting:

September 26 at 3 p.m.

## **1.0 CALL TO ORDER**

The meeting was called to order at 1:26 p.m.

## **2.0 ROLL CALL**

☒ Councillor Mike McArthur

☒ Chris Oslund, Temiskaming Shores

☒ Councillor Patricia Hewitt

☐ Brian Walker, Cobalt

☒ Mayor George Othmer, Cobalt

☒ Mitch Lafreniere, Manager of Physical Assets

☐ Councillor Pat Anderson, Cobalt

☒ Kelly Conlin, Executive Assistant

## **3.0 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE**

None

## **4.0 REVIEW OF REVISIONS OR DELETIONS TO AGENDA**

Councillor McArthur noted that he has a matter to discuss under 10) Public Comments

## **5.0 APPROVAL OF AGENDA**

Recommendation TC-2019-017

Moved by: Mayor George Othmer

Be it resolved that:

The Temiskaming Transit Committee agenda for the September 18, 2019 meeting be approved as printed.

**CARRIED**

## **6.0 REVIEW AND ADOPTION OF PREVIOUS MINUTES**

Recommendation TC-2019-018

Moved by: Councillor Patricia Hewitt

Be it resolved that:

The Temiskaming Transit Committee minutes for the June 26, 2019 meeting be adopted as printed.

**CARRIED**

## **7.0 CORRESPONDENCE**

## **8.0 UNFINISHED BUSINESS**

### **8.1 Update on Passenger Counts**

**Discussion:**

No update.

### **8.2 Funding application update**

**Discussion:**

Mitch Lafreniere informed the Committee that the funding application has been forwarded to the Federal Government for further consideration.

### **8.3 Transit YTD Financial update**

**Discussion:**

Chris Oslund reviewed the YTD financials for Transit and confirms that the budget is on track with revenues and expenses.

### **8.4 Transit Rider Audit**

**Discussion:**

Mitch Lafreniere stated that the most recent comments from the transit driver audit were very similar to the original concerns and for the most, the items have been addressed such as cleanliness of the bus. There was also a concern about the bike rack, which will be repaired.

### **8.5 Fleet Replacement**

**Discussion:**

The Committee was shown pictures of the new transit bus that is to be delivered next April. Mitch reviewed some of the new features on the bus in regards to accessibility, and general improvements on this model.

## **9.0 NEW BUSINESS**

### **9.1 Annual Driver Meeting**

**Discussion:**

Mitch Lafreniere will be contacting Stock transportation to set up the annual drivers meeting. Kelly Conlin will forward the dates to the Committee for their information.

## 9.2 Transit Advertising

### **Discussion:**

Mitch Lafreniere informed the Committee of two local organizations that wish to advertise in our transit shelters.

## 9.3 Budget 2020

### **Discussion:**

Work on the 2020 budget has started on both the operating and capital. Part of the Transit financial plan that Chris presented earlier this year contained a \$.25 fare increase effective January 1, 2020. There is an overall 4% increase which is mainly due to the Operators Contract. The 2020 Capital budget will include the new bus, which is slated to arrive in 2020.

Mitch has also been contacted by members of the business community in regards to offering transit services on Statutory Holidays, as many businesses remain open. Mitch will be investigating the potential costs/benefit of this kind of service and will report back to the Committee.

## 9.4 Fare Increase

### **Discussion:**

As mentioned, the long-term financial plan for transit contained a \$.25 increase effective January 1, 2020. This increase will be applicable to both the student/senior and adult fare. There will be no increase to the cost of the monthly pass.

### Recommendation TC-2019-019

Moved by: Councillor Patricia Hewitt

Be it resolved that:

The Temiskaming Transit Committee hereby supports the increase of \$.25 to both the adult and student/senior fare effective January 1, 2020; and further acknowledges that the cost of the monthly pass will remain in effect.

**CARRIED**

## 10.0 **PUBLIC COMMENTS/COMPLAINTS**

### **Discussion:**

Councillor McArthur brought forward a complaint that he received in regards to an incident that occurred sometime in August involving a transit driver and a driver of an automobile, where the driver of the automobile has indicated that the transit driver behaved inappropriately. Unfortunately, because it was in August, there is no way to check the footage to ensure the accusation is correct. Mitch encouraged Council

members to make him aware as soon as they have been approached with a comment/concern, and if possible, we can utilize the security cameras as a means to confirm the incident.

## **11.0 NEXT MEETING**

The next meeting of the Transit Committee is scheduled for November 27<sup>th</sup> at 1:30 p.m.

## **12.0 ADJOURNMENT**

Recommendation TC- 2019-020  
Moved by: Mayor George Othmer

Be it resolved that:

The Transit Committee meeting is adjourned at 2:28 p.m.

**CARRIED**

---

**COMMITTEE CHAIR**

---

**COMMITTEE SECRETARY**

## **1.0 CALL TO ORDER**

The meeting was called to order at 10:45 a.m.

## **2.0 ROLL CALL**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Mayor Carman Kidd   | <input checked="" type="checkbox"/> Chris Oslund, City Manager                   |
| <input checked="" type="checkbox"/> Councillor Doug Jelly   | <input checked="" type="checkbox"/> Mitch Lafreniere, Manager of Physical Assets |
| <input checked="" type="checkbox"/> Councillor Danny Whalen   | <input checked="" type="checkbox"/> Doug Walsh, Director of Public Works         |
| <input checked="" type="checkbox"/> Steve Burnett, Technical and Environmental Compliance Coordinator |  |
| <input checked="" type="checkbox"/> Kelly Conlin, Executive Assistant                                 |  |
| <input checked="" type="checkbox"/> Tim Uttley, Fire Chief  |  |
| <input checked="" type="checkbox"/> Steve Langford, Fire Prevention Officer                           |  |

## **3.0 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE**

None

## **4.0 REVIEW OF REVISIONS OR DELETIONS TO AGENDA**

None

## **5.0 ADOPTION OF AGENDA**

Recommendation BM-2019-035

Moved by: Mayor Carman Kidd

Be it resolved that:

The Building Maintenance Committee Meeting Agenda for the September 19, 2019 meeting be adopted as printed.

**Carried**

## **6.0 REVIEW AND ADOPTION OF PREVIOUS MINUTES**

Recommendation BM-2019-036

Moved by: Mayor Carman Kidd

Be it resolved that:

The Building Committee Meeting previous meeting minutes of August 22, 2019 be adopted as presented.

**Carried**

## **7.0 PRESENTATIONS**



## **8.0 CORRESPONDENCE**

## **9.0 UNFINISHED BUSINESS**

### **9.1 New Liskeard Library Update**

**Discussion:**

Work at the former medical center started this week. The contractor came across mold; therefore, staff have taken the steps to address and remove.

### **9.2 Ice damage to infrastructure – Follow up**

**Discussion:**

There is a number of docks that need to be removed from the south marina. Mitch will be scheduling the work to be completed sometime in October.

### **9.3 2019 Capital Budget (Property Maintenance) Update**

**Discussion:**

Mitch informed the Committee that only two items from the 2019 Capital budget remain incomplete. The feasibility study for New Liskeard Community Hall is nearing completion and the delivery of the new pickup trucks.

### **9.4 Bucke Park**

**Discussion:**

Mitch inquired as to whether or not the Building Maintenance staff should proceed with closing down Bucke Park for the winter. The Committee has requested the closing procedures for winter occur as per usual.

### **9.5 Electrical Charging Stations**

**Discussion:**

After further investigation into costs, staff are not recommending proceeding with the installation of an electrical charging station.

## **10.0 NEW BUSINESS**

### **10.1 Haileybury Fire Station RFP**

**Discussion:**

Staff are seeking the Committee direction in regards to the release of a Request for Proposal for a new Haileybury Fire Station. If the RFP was released, it would give staff a better idea of what the budget would be for construction.

**Recommendation BM-2019-037**

Moved by: Mayor Carman Kidd

Be it resolved that:

The Building Committee Meeting hereby directs staff to obtain quotes for soil testing at the potential Haileybury Fire Station location; and further report this information at the October 10<sup>th</sup> Committee meeting.

**Carried**

**10.2 ICIP Funding**

**Discussion:**

The Committee was presented with options on which project to compete an ICIP funding application for such as the Haileybury Arena roof, New Liskeard Library Relocation, and the Splash Pad. The Recreation Committee recently passed a recommendation in support of an application to complete the Don Shepherdson Memorial Arena upgrades, which includes many accessibility features.

**Recommendation BM-2019-038**

Moved by: Mayor Carman Kidd

Be it resolved that:

The Building Maintenance Committee hereby supports the Recreation Committee recommendation in regards to the submission of a funding application for the upgrades at the Don Shepherdson Memorial Arena.

**Carried**

**10.3 Soil Testing**

**Discussion:**

Mitch informed the Committee that TSSA is requesting a Phase I soil testing samples from the north marina in Haileybury where the fuel tanks had formerly been located.

**11.0 NEXT MEETING**

The next meeting of the Building Maintenance Committee will be scheduled for October 10, 2019 at 10:30 a.m.

**12.0 ADJOURNMENT**

**Recommendation BM-2019-039**

Moved by: Councillor Doug Jelly

Be it resolved that:

The Building Maintenance Committee, be hereby adjourned at 11:43 a.m.

**Carried**

**1. CALL TO ORDER**

The meeting was called to order at 8:31 a.m.

**2. ROLL CALL**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Mayor Carman Kidd                                   | <input checked="" type="checkbox"/> Mitch Lafreniere, Manager of Physical Assets |
| <input checked="" type="checkbox"/> Councillor Doug Jelly                               | <input type="checkbox"/> Darrell Phaneuf, Environmental Superintendent           |
| <input checked="" type="checkbox"/> Councillor Danny Whalen                             | <input type="checkbox"/> Jamie Sheppard, Transportation Superintendent           |
| <input checked="" type="checkbox"/> Chris Oslund, City Manager                          | <input checked="" type="checkbox"/> Kelly Conlin, Executive Assistant            |
| <input checked="" type="checkbox"/> Doug Walsh, Director of Public Works                |  |
| <input checked="" type="checkbox"/> Steve Burnett, Technical & Environmental Compliance |  |

**3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE**

None

**4. REVIEW OF REVISIONS OR DELETIONS TO AGENDA**

Item 10.3 to be discussed under 9.4

Remove items 9.12 and 9.16

**5. APPROVAL OF AGENDA**

Recommendation PW-2019-046

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee agenda for the September 19, 2019 meeting be approved as amended.

**Carried**

**6. REVIEW AND ADOPTION OF PREVIOUS MINUTES**

Recommendation PW-2019-047

Moved by: Councillor Danny Whalen

Be it resolved that:

The Public Works Committee minutes for the August 22, 2019 regular meeting be adopted as presented.

**Carried**

**7. PRESENTATIONS**

**8. INTERNAL/EXTERNAL CORRESPONDENCE**

**8.1 Downtown New Liskeard Crosswalk Beeping**

**Discussion:**

Mayor Kidd received a comment from Celine Leger-Nolet in regards to the pedestrian crosswalks downtown New Liskeard and the beeping sound that can be heard 24 hours a day. Doug Walsh explained that the beeping is necessary and was recommended by the CNIB in order for those who are visually impaired to locate the crosswalk/button. Mayor Kidd will respond to Celine.

**8.2 Street light – Meridian/Bufam – Haileybury**

**Discussion:**

Doug Walsh has received an inquiry from Andy Ringette in regards to the installation of a street light at the corner of Meridian/Bufam Ave, in Haileybury. Doug has requested a quote from Millers. Doug will also be following up with Jennifer Pye, Municipal Planner, in regards to the agreement for the street lights in the St-Joseph Affordable Housing subdivision in North Cobalt.

**9. UNFINISHED BUSINESS**

**9.1 WOOD - New Waste Management Capacity**

**Previous Discussion:**

Design work is approximately 3 weeks away from completion. Following that, it will be 6-8 months for Ministry approval. Staff recently met with representatives from the Town of Cobalt to discuss the use of the City's landfill. A draft landfill use agreement will be presented to Council in the near future.

**Discussion:**

Steve Burnett has requested an estimated timeline from Wood and advised the Committee that work on design is on-going. For the 2020 budget, Steve will be including funds for the awarding of the Request for Proposal, contract administration and the first portion of construction. The Committee will be provided with the final report on the remaining life of the Haileybury landfill once it has been received from EXP.

**9.2 Public Works Staff Training**

**Previous Discussion**

There will be a Department meeting and staff training session on August 28<sup>th</sup>. Staff members are also partaking in fuel handling, vehicle inspection and Level 3 prep course for water distribution. There are also a few employees who are getting started with the Executive Diploma in Municipal Management program in the next few weeks.

**Discussion:**

The Timiskaming Health Unit recently provided staff with training on dealing with sharps and needles. Pre-trip inspection training will be completed next week, along with Grader operator training. Exam preparation training for the W/S operators is not yet confirmed.

**9.3    Public Works Department Update**

**Previous Discussion**

Summer work is continuing with no real issues to date. Ditching will start next week, and any necessary culvert repairs have been completed.

**Discussion:**

The 2019 ditching program is nearly complete. The mechanics are preparing the equipment for the winter season and the Environmental staff are working at repairing water breaks.

**9.4    Full Solid Waste Management Program**

**Previous Discussion:**

The Minister of Environment, Conservation and Parks recently announced that the financial and operational responsibility for the Blue Box program would transition from municipal governments to producers.

**Discussion:**

Steve Burnett presented information that he received from an electronic waste collector agency called EPRA. If interested, the City could enter into an agreement with EPRA for the collection of electronic waste. The agreement would state that the City will continue to receive funds for the recycling of electronics. The Committee agreed to hold off until the regulations are released.

**9.5    2019 Roadway Rehabilitation Program**

**Previous Discussion:**

The 2019 program is now complete. Public Works staff continue to work their way through the City using the durapatcher to repair cracks in the roadways. Chris Oslund inquired as to whether or not we could extend the life of a road by providing a slurry seal.

**Discussion:**

2019 Roadway Rehabilitation Program is now complete.

**9.6    Highway 65E/ Grant Drive Extension**

**Previous Discussion:**

Doug Walsh presented a memo and the presentation from the Ministry of Transportation in regards to the cost sharing agreement.

Recommendation PW-2019-044

Moved by: Mayor Carman Kidd

Be it resolved that the Public Works Committee hereby recommends that Council respectfully decline the Ministry of Transportation Ontario's proposal to enter into a cost sharing agreement with the City for improvements at the Highway 11N/Golf Course Road, Highway 65E/Wilson Drive, and Highway 65E/proposed Grant Drive extension; and

Further that the Public Works Committee recommends that Council proceed with issuing an RFP for the design of both the Grant Drive Extension and the required turning lanes on Highway 65E to accommodate the access to the Grant Drive Extension.

**Discussion: (Update from MTO)**

As per the Committee recommendation, Chris Oslund and Doug Walsh spoke with the Ministry of Transportation to advise them that the City would not be participating in their proposal to enter into a cost sharing agreement. Ministry staff has stated that after reconsideration, the MTO would be willing to split on construction costs, as well as, complete the design work required for the project.

Recommendation PW-2019-048

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee hereby directs staff to continue negotiations with the Ministry of Transportation for 100% of the design costs for the Grant Dr, Highway 65E intersection and a minimum of 50% of construction costs; and further that staff negotiate with the Ministry of Transportations' consultant on the City's portion of Grant Drive.

**Carried**

**9.7 Funding Applications**

**Previous Discussion:**

The notice for nomination for the approval of the Roy Bridge (Uno Park Road) has been received. The phase 2 portion of the funding application for the Dymond Water Upgrade Project has been sent to NOHFC

**Discussion:**

The application for the Uno Park bridge was unsuccessful. The Phase 2 portion of the funding application for the Dymond Water Upgrade Project is still under consideration.

## **9.8 Strategic Plan – Update**

### **Previous Discussion:**

No update

### **Discussion:**

Doug Walsh circulated Goal #9 from the plan and advised the Committee that staff are working on finding efficiencies within the department, as well as, ensuring the general public and elected officials have enough information in regards to Department processes and levels of service.

## **9.9 Crosswalk – John Street/Whitewood Avenue**

### **Previous Discussion:**

Work on the crosswalk continues with sidewalk and curb adjustments happening this week. The poles and signals should be installed shortly.

### **Discussion:**

Project complete.

## **9.10 Beach Gardens**

### **Previous Discussion:**

No update

### **Discussion:**

Steve Burnett was contacted by Rivard Brothers in regards to the stabilization of the slope on the north and south side of the entrance into the property. The Committee was in favour of securing the location with rip rap

## **9.11 Uniboard Facility – Lakeshore Road**

### **Previous Discussion:**

Staff is recommending that the City does not accept any future material from Uniboard due to the Ministry requirements for treatment. Steve will be drafting a letter to Uniboard with a copy to the Ministry.

### **Discussion:**

No update

## **9.12 Bicycle Paths**

### **Previous Discussion:**

The Wabi River bridge sharrows have been painted and the public education is on going.

### **Discussion:**

No update. Staff are waiting for the final invoice.

#### **9.13 Asset Management Software**

**Previous Discussion:**

DOT Software was discussed – On going

**Discussion:**

The Committee recently participated in an information webinar on the software. Staff will continue to investigate cost and will consider including the software as an item within the 2020 budget.

#### **9.14 Golf Course Bridge - Update**

**Previous Discussion:**

Site preparation continues this week and construction will be starting early next week.

**Discussion:**

Committee members and staff will be going on a site visit to see the progress on the bridge. At this time, construction is on schedule.

#### **9.15 Productivity Improvement (One-time funding)**

**Previous Discussion:**

Staff will be preparing a report for the end of September to present to Council in regards to a variety of potential efficiencies in the PW department such as fee increases to ensure the City is at least covering their costs, performing repairs with existing staff, and reorganization of staff to ensure efficient use of time.

**Discussion:**

No update

### **10. NEW BUSINESS**

#### **10.1 Stop signs – Regulations and review of existing stop signs**

**Discussion:**

Councillor Whalen brought forward a concern about a stop sign located beside the Catholic church at the intersection of Maple St./McCamus Ave. in New Liskeard. The sign is placed a significant distance from the intersection. The Committee also inquired as to the requirement to have a stop sign at the intersection of Broadwood Ave./Dymond St. now that there is no school located on Dymond street. Staff will review.



## **10.2 Sidewalk Maintenance**

### **Discussion:**

Councillor Whalen brought forward a concern the condition of a sidewalk on Church St. in New Liskeard. Doug Walsh informed the Committee that this sidewalk is currently too narrow and does not conform with today's standards and the shrubs from the church are significantly overgrown covering a portion of the sidewalk. The intent is to remove it and have that area paved, making it easier to maintain as there is not enough space for a roadway and standard size sidewalk.

## **10.4 Single-use disposable wipes**

### **Discussion:**

Recommendation PW-2019-049

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee hereby recommends that Council support the recommendation from the City of Kitchener in regards to the banning of single-use wipes.

**Carried**

## **10.5 2020 Budget**

### **Discussion:**

Staff advised the Committee that work is underway on the 2020 budget. Doug Walsh presented options in regards to public engagement during the process to get a better sense of the ratepayer's feedback on levels of service, roadway rehabilitation, etc. The Committee advised staff to assume a 4% increase to the water/sewer rates for the preparation for draft 1 of the environmental budget.

## **11. NEXT MEETING**

The next meeting of the Public Works Committee is scheduled for October 10, 2019 commence at 8:30 a.m.

## **12. ADJOURNMENT**

Recommendation PW-2019-050

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee meeting is adjourned at 10:41 a.m.

**Carried**

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**COMMITTEE CHAIR**

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**COMMITTEE SECRETARY**

**Subject:** Tender Award – Office Furniture  
New Liskeard Library

**Report No.:** PW-033-2019  
**Agenda Date:** October 15, 2019

## **Attachments**

**Appendix 01:** RFQ 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-033-2019; and
2. That Council approves the New Liskeard Library Office Furniture purchase, as detailed in Request for Quotation, PW-RFQ-006-2019, and directs staff to prepare the necessary by-law to enter into an agreement with Temiskaming Office Pro at an upset limit of \$30,639.00 plus applicable taxes for consideration at the October 15, 2019 Regular Council meeting.

## **Background**

During the 2019 Capital budget deliberations, council approved the relocation of the New Liskeard Library to 285 Whitewood. As part of that project, city staff issued a Request for Quotation for the supply, delivery and installation of new office furniture as per drawings supplied by our consulting firm. The Request for Quotation was posted on the City's website, and advertised in the City's Bulletin.

## **Analysis**

One (1) submission was received in response to the Request for Quotation prior to the closing date of October 1, 2019 at 2:00 p.m.

The quotation was reviewed and evaluated by City Staff in accordance to the requirements of the RFQ and the deliverables to be provided by the successful bidder. Appendix 1 shows the results of the tender opening.

## **Relevant Policy / Legislation/City By-Law**

By-Law No. 2017-015, Procurement Policy

## **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 ☐

Approved Capital Project Budget: \$1,700,000.00

Total Proposed Cost to be approved by Resolution / By-law: \$32,967.56  
(includes non-refundable HST)

We have currently spent approximately \$1,423,104.00 of this approved capital project on items such as tender award for construction, engineering, soils investigation and water and sewer repairs. This also includes associated costs with new services such as hydro and gas.

### **Alternatives**

No alternatives are being considered at this time.

### **Submission**

Prepared by:

Reviewed and approved by:

Reviewed and submitted for  
Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

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Mitch Lafreniere  
Manager of Physical  
Assets

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G. Douglas Walsh, CET  
Director of Public Works

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Christopher W. Oslund  
City Manager

**The Corporation of the City of Temiskaming Shores**

**By-law No. 2019-000**

**Being a by-law to enter into an agreement with  
Temiskaming Office Pro for purchase and installation of  
Office Furniture for the Temiskaming Shores Public  
Library – New Liskeard Branch**

**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-033-2019 at the October 15, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Temiskaming Office Pro at an upset limit of \$30,639.00 plus applicable taxes for consideration at the October 15, 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 the Mayor and Clerk be authorized to execute an agreement with Temiskaming Office Pro for the supply and delivery of Office Furniture for the Temiskaming Shores Public Library – New Liskeard Branch at an upset limit of \$30,639.00 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forms 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 15<sup>th</sup> day of October, 2019.

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Mayor – Carman Kidd

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Clerk – David B. Treen



Schedule “A” to

## **By-law 2019-000**

Agreement between

**The Corporation of the City of Temiskaming Shores**

and

**Temiskaming Office Pro**

for the supply and installation of Office Furniture for the  
Temiskaming Shores Public Library – NL Branch

**This agreement** made in duplicate this 3<sup>rd</sup>, day of September, 2019.

Between:

**The Corporation of the City of Temiskaming Shores**  
(hereinafter called “the Owner”)

and

**Temiskaming Office Pro**  
(hereinafter called “the Supplier”)

Witnesseth:

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

**Article I:**

The Supplier will:

- a) Supply and install Office Furniture in accordance to the specifications contained in their submission in relation to the following:

**Corporation of the City of Temiskaming Shores  
Request for Quotation (PW-RFQ-006-2019)  
New Liskeard Library Office Furniture**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement attached hereto as Appendix 01 – Temiskaming Office Pro submission and forming part of this agreement.

**Article II:**

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the supply and installation of Office Furniture in the amount of **Thirty Thousand, Six Hundred and Thirty-nine Dollars and Zero cents (\$30,639.00)** plus applicable taxes;
- b) Make progress payments, typically monthly, based on 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 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 Supplier:

**Temiskaming Office Pro**

88 Lakeshore Rd. N.  
New Liskeard, Ontario  
P0J 1P0

Attn.: Brett Williams

The Owner:

**City of Temiskaming Shores**

325 Farr Drive / P.O. Box 2050  
Haileybury, Ontario  
P0J 1K0

Attn.: Tammie Caldwell

**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 )

Supplier's Seal )  
(if applicable) )

Municipal Seal )

**Temiskaming Office Pro**

\_\_\_\_\_  
General Manager – Brett Williams

\_\_\_\_\_  
Witness

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**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  
Recreation Master Plan



**City of Temiskaming Shores**  
**PW-RFQ-006-2019**  
Supply and Installation of Furniture

**Form of Quotation**

Each Quotation 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 Quotation.

I/We, the undersigned, understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labor, apparatus and documentation as are required to satisfy this Quotation.

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

All prices are F.O.B. 285 Whitewood Ave, New Liskeard.

Description	Amount
Furniture, supply and delivery – Lump Sum	\$ 28839.00
Installation – Lump Sum	\$ 1800.00
Sub-Total:	\$ 30639.00
H.S.T.:	\$ 3983.07
Total:	\$ 34622.07



**City of Temiskaming Shores**  
**PW-RFQ-006-2019**  
Supply and Installation of Furniture

**Non-Collusion Affidavit**

I/ We \_\_\_\_Temiskaming Office Pro\_\_\_\_ the undersigned am fully informed respecting the preparation and contents of the attached quotation 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, quotation 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 \_\_\_\_Temiskaming Shores\_\_\_\_ this \_30th\_ day of \_\_September\_\_\_\_, 2019.

Signed

A handwritten signature in black ink, appearing to read "Brett Williams", written over a horizontal line.

Company Name

\_\_\_\_Temiskaming Office Pro\_\_\_\_

Title

\_\_\_\_General Manager\_\_\_\_

**Conflict of Interest Declaration**

Please check appropriate response:

- ☒ I/We hereby confirm that there is not nor was there any actual 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:

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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 \_\_Temiskamng Shores\_\_ this \_\_30th\_\_ day of \_\_September\_\_, 2019.

Signed

Company Name

\_\_Temiskaming Office Pro\_\_

Bidder's Authorization Official

\_\_Brett Williams\_\_

Title

\_\_General Manager\_\_

**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



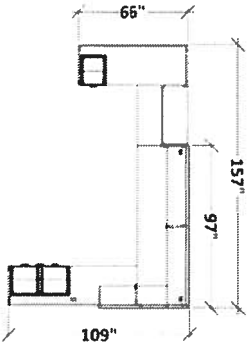
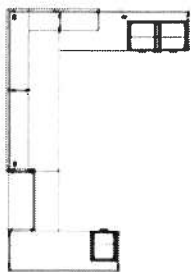
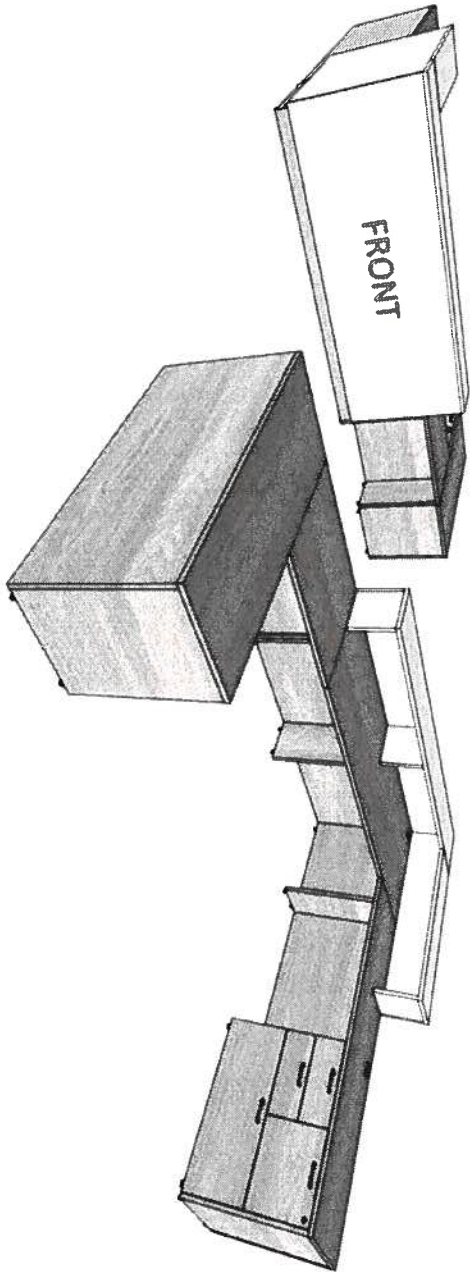
Accessibility for Ontarians with Disabilities Act, 2005. If requested, we are able to provide written proof that all employees have been trained as required under the act.

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 \_\_\_\_ Temiskaming Office Pro \_\_\_\_\_ Company Name

Phone Number \_\_\_\_ 705-628-2828 \_\_\_\_\_ Address \_88 Lakeshore Rd. New Liskeard \_\_\_\_\_

I, \_\_\_\_ Brett Williams \_\_\_\_\_, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under



QUOTE: 436306-3  
NOTES:

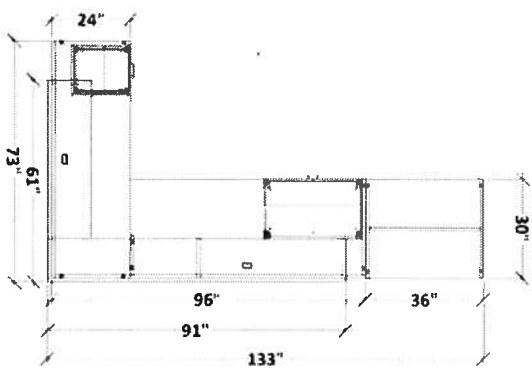
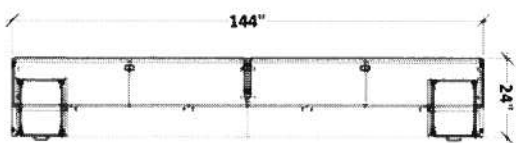
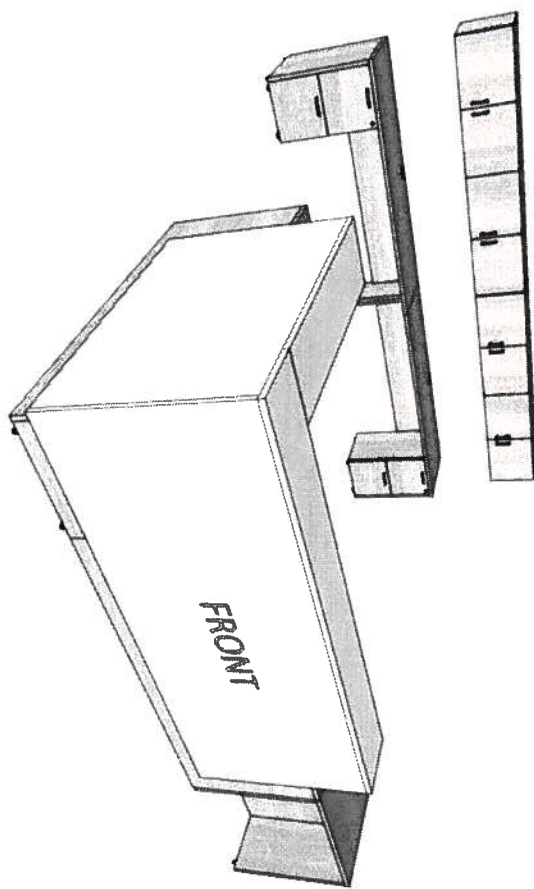
TAG: NL LIBRARY - RECEPTION 003

PRODUCT: Reception

DRAWN BY: Regimbal, Jane



436306-3		NL LIBRARY - RECEPTION 003	
QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	GRDR662430-HFH-FHF-000000-SHW05T	Desk	Desk, rectangular, 66L x 24D x 30H. Horizontal grain laminate full leg left. Horizontal grain laminate full leg right. Horizontal grain laminate full modesty panel. No transaction top. No return top, left. No return top, right. Standard edge. All sides. No grommets in. Standard cable management.
1	GRDR782430-HRH-FHF-000000-SHW05T	Desk	Desk, rectangular, 78L x 24D x 30H. Horizontal grain laminate recessed leg left. Horizontal grain laminate full leg right. Horizontal grain laminate full modesty panel. No transaction top. No return top, left. No return top, right. Standard edge. All sides. Cable access grommet center. Standard cable management.
1	SP-P12765-01	Desk	Special GRDR663030-HFH-FHF-000000-SHW2ST Desk, rectangular, 96L x 30D x 30H. Horizontal laminate leg left (RECESSED BY 14"). Horizontal laminate full leg right. Horizontal grain full modesty panel. No transaction tops. Standard edge. Grommet left corner.
1	GRR0961342-H3H3LE-0054RS-SE	Reception	Reception Cap, 96L x 13D x 42H. 11in. Support left. 11in. Support right. Laminate elevated apron. 54 w right return. Right return top. Standard style. Standard edge.
1	SP-P12765-02	Desk	Special PRDS363030-L-FL-F4-SEW0W0POST ** center mod under desk & recess legs by 14" ** Desk, shell, 36L x 30D x 30H. Laminate legs left & right, RECESSED BY 14". 28 in. Laminate CENTERED modesty panel. Standard edge. No cable access grommets.
1	PRSP161828-N-BSLF-CH-W0H1L2	Storage	Storage, pedestal, 16L x 18D x 28 High, plus levelers. Standard base. Laminate, full back. File, box combo, horizontal grain. Horizontal 96mm pull, grade 1. Gang lock.
1	PRSP361828-N-BSLF-GH-W0H1L2	Storage	Storage, pedestal, 36L x 18D x 28 High, plus levelers. Standard base. Laminate, full back. Box box, file lateral combo, horizontal grain. Horizontal 96mm pull, grade 1. Gang lock.



QUOTE: 437459-4  
NOTES:

TAG: NL LIBRARY - RECEPTION 106

PRODUCT: Reception

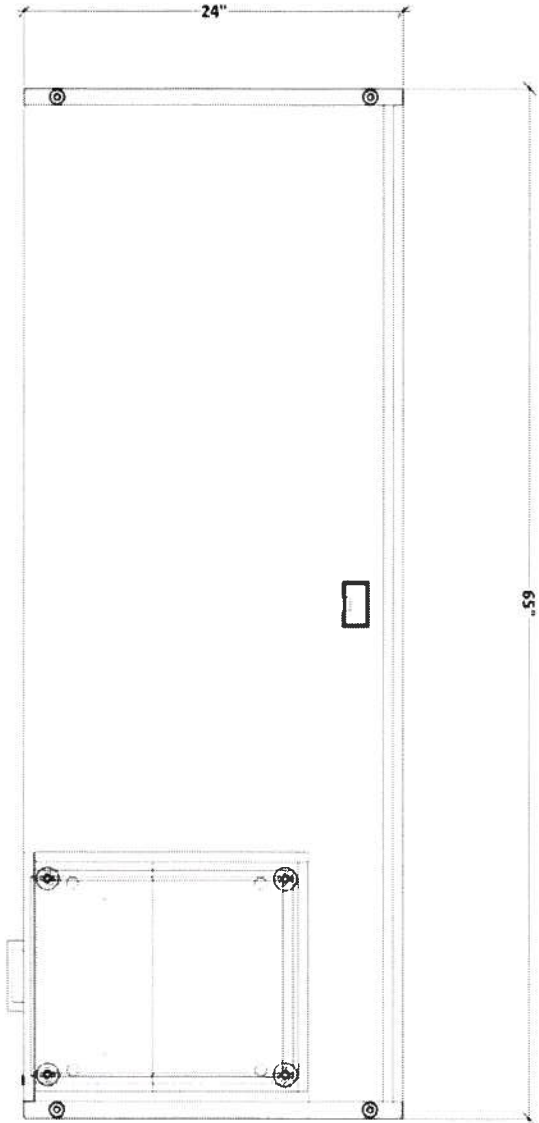
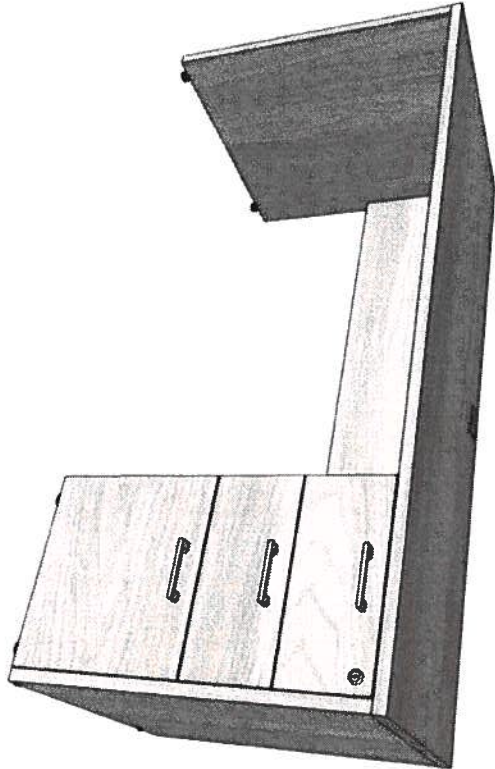
DRAWN BY: Regimbal, Jane





437459-4 NL LIBRARY - RECEPTION 106

QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	GRDR722430-HFH-FH-000000-SHWCST	Desk	Desk, rectangular, 72L x 24D x 30H. Horizontal grain laminate full leg left. Horizontal grain laminate full leg right. Horizontal grain laminate full leg center. No transaction top. No return top, left. No return top, right. Standard edge. All sides. Cable access grommet center. Standard cable management.
1	GRDR723030-HFH-FH-000000-SHWCST	Desk	Desk, rectangular, 72L x 30D x 30H. Horizontal grain laminate full leg left. Horizontal grain laminate recessed leg right. Horizontal grain laminate full modesty panel. No transaction top. No return top, left. No return top, right. Standard edge. All sides. Cable access grommet center. Standard cable management.
1	GRRRC901342-H3H3LE-0060RS-SE	Reception	Reception Cap, 90L x 13D x 42H. 11in. Support left. 11in. Support right. Laminate elevated apron. Right return top. Standard style. Standard edge.
1	SP-437459-01	Desk	Special PRDS363030-LFLFL4-SEWOWOP0ST WITH MODESTY PANEL CENTERED UNDER TOP Desk, shell, 36L x 30D x 30H. Laminate full leg left. Laminate full leg right, 28 in. Laminate modesty panel. Standard edge. No cable access grommets, no grommets in modesty. No power center. Standard cable management.
1	PRDS722430-LFLRL2-SEWCWOP0ST	Desk	Desk, shell, 72L x 24D x 30H. Laminate full leg left. Laminate recessed leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered, no grommets in modesty. No power center. Standard cable management.
1	PRDS722430-LRLFL2-SEWCWOP0ST	Desk	Desk, shell, 72L x 24D x 30H. Laminate recessed leg left. Laminate full leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered, no grommets in modesty. No power center. Standard cable management.
1	PRSP161828-N-BSLF-CH-WDH1L2	Storage	Storage, pedestal, 16L x 18D x 28 High, plus levelers. Standard base. Laminate, full back. File, box combo, horizontal grain. Horizontal 96mm pull, grade 1. Gang lock.
2	PRSP161828-N-BSLF-FH-WDH1L2	Storage	Storage, pedestal, 16L x 18D x 28 High, plus levelers. Standard base. Laminate, full back. File drawers, horizontal grain. Horizontal 96mm pull, grade 1. Gang lock.
1	PRSP301828-N-BSLF-LF-WDV1L4	Storage	Storage, pedestal, 30L x 18D x 28 High, plus levelers. Standard base. Laminate, full back. Full height laminate door. Vertical 96mm pull, grade 1. Door lock.
2	PRSH721515-1SS-LFLFLW-LFLF-NTW0G0V1LDT0A0	Storage	Storage, hutch, 72L x 15D x 15 High, not incl. opt. top. 15 in. bin height. Full laminate leg left, full laminate leg right. Wall mount back. Laminate left door, laminate right door. No Top. Vertical 96mm door pull, grade 1. Non locking.



**QUOTE:** 437657-3  
**NOTES:**

**TAG:** NL LIBRARY - WORK DESK 002

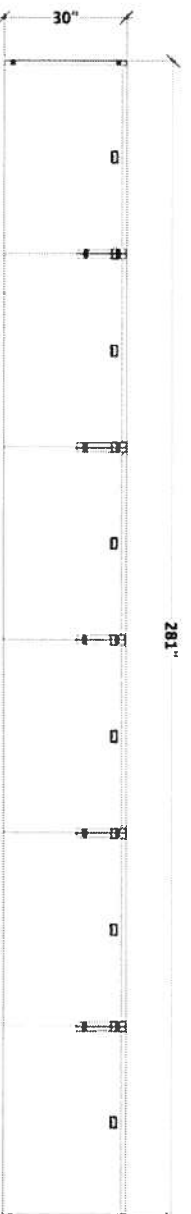
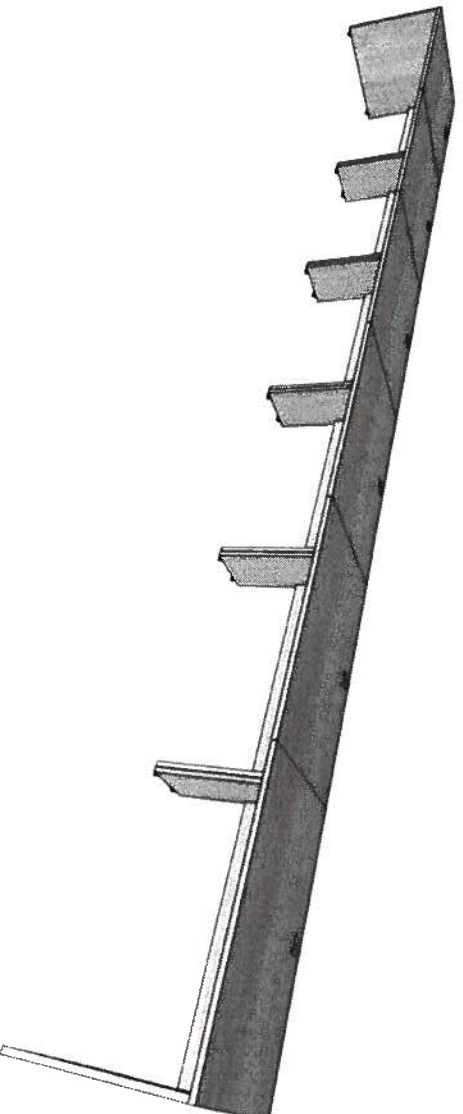
**PRODUCT:** Premiere

**DRAWN BY:** Regimbal, Jane



437657-3 NL LIBRARY - WORK DESK 002

QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	PRDS652430-LFLFL2-SEWCWOP0ST	Desk	Desk, shell 65L x 24D x 30H. Laminate full leg left. Laminate full leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered. no grommets in modesty. No power center. Standard cable management.
1	PRSP161828-N-BSLF-CH-WOH1L2	Storage	Storage, pedestal, 16L x 18D x 18H, plus levelers. Standard base. Laminate, full back. File, box combo, horizontal grain. Horizontal 96mm pull, grade 1, Gang lock.



**QUOTE:** 437658-3  
**NOTES:**

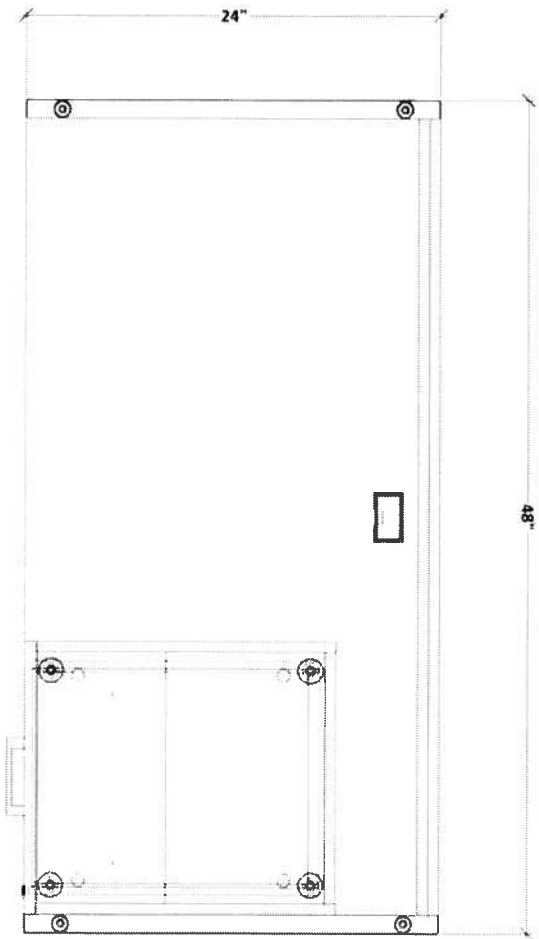
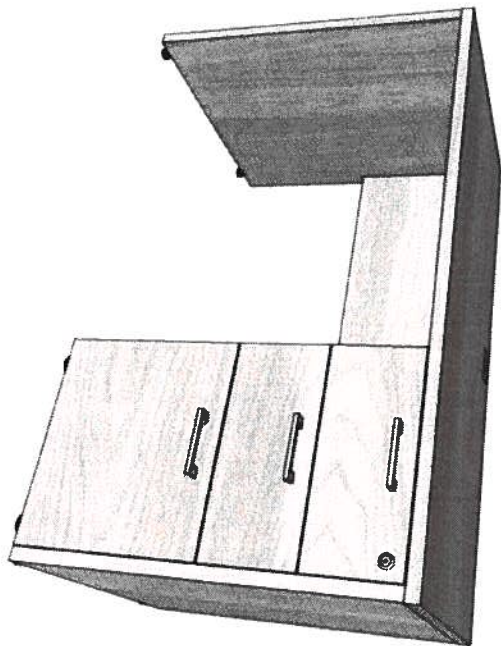
**TAG:** NL LIBRARY - COMPUTERS 103

**PRODUCT:** Premiere

**DRAWN BY:** Regimbal, Jane



437658-3		NL LIBRARY - COMPUTERS 103	
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1	PRDS473030-LFLRL2-SEWCW0POST	Desk	Desk, shell, 47L x 30D x 30H. Laminate full leg left. Laminate recessed leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered. no grommets in modesty. No power center. Standard cable management.
1	PRDS473030-LRLFL2-SEWCW0POST	Desk	Desk, shell, 47L x 30D x 30H. Laminate recessed leg left. Laminate full leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered. no grommets in modesty. No power center. Standard cable management.
4	PRDS473030-LRLRL2-SEWCW0POST	Desk	Desk, shell, 47L x 30D x 30H. Laminate recessed leg left. Laminate recessed leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered. no grommets in modesty. No power center. Standard cable management.



QUOTE: 437660-3  
NOTES:

TAG: NL LIBRARY - DESK 118

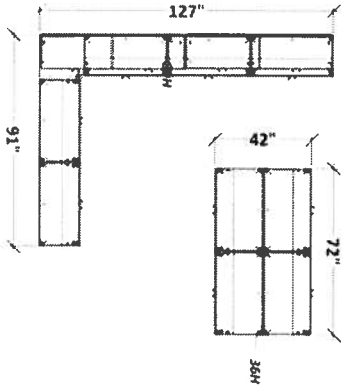
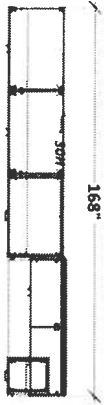
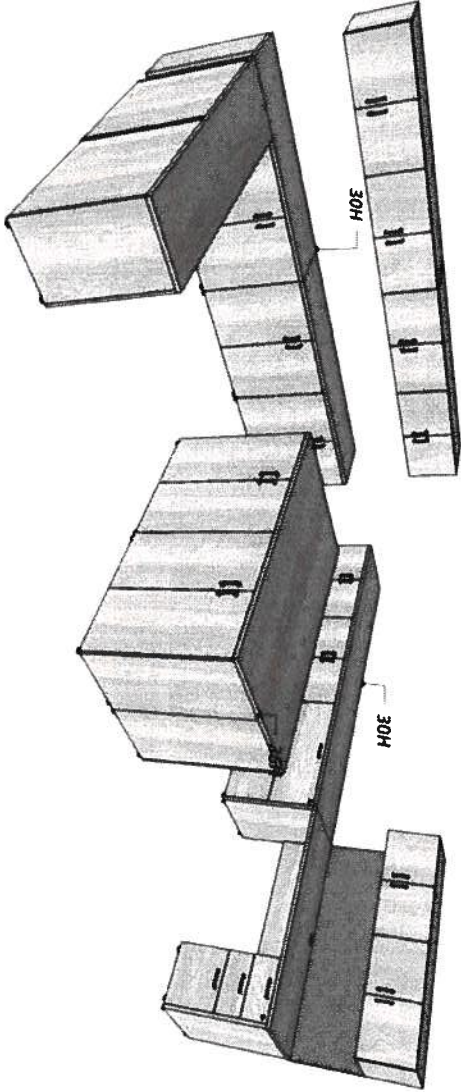
PRODUCT: Premiere

DRAWN BY: Reginbal, Jane



437660-3 NL LIBRARY - DESK 118

QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	PRDS482430-LF1L2-SEWCW0POST	Desk	Desk, shell, 48L x 24D x 30H. Laminate full leg left, Laminate full leg right, 14 in. laminate modesty panel, Standard edge, Grommet centered, no grommets in modesty. No power center. Standard cable management.
1	PRSP161828-NBSLF-CH-W0H1L2	Storage	Storage, pedestal, 16L x 18D x 28 High, plus levelers. Standard base. Laminate full back. File, box combo, horizontal grain. Horizontal 96mm pull, grade 1, Gang lock.



QUOTE: 437665-3  
NOTES:

TAG: NL LIBRARY - WORK AREA 114

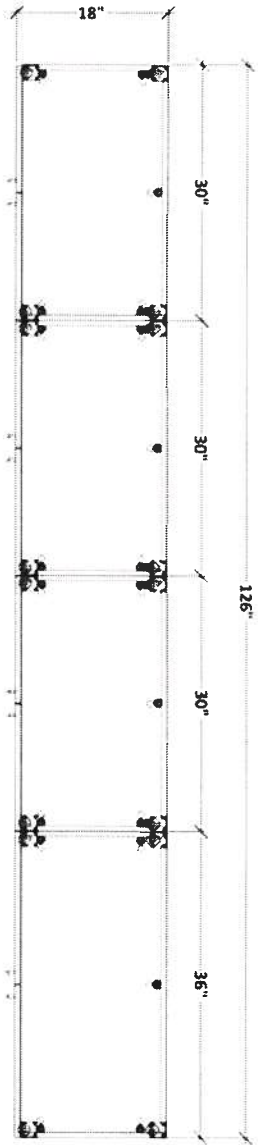
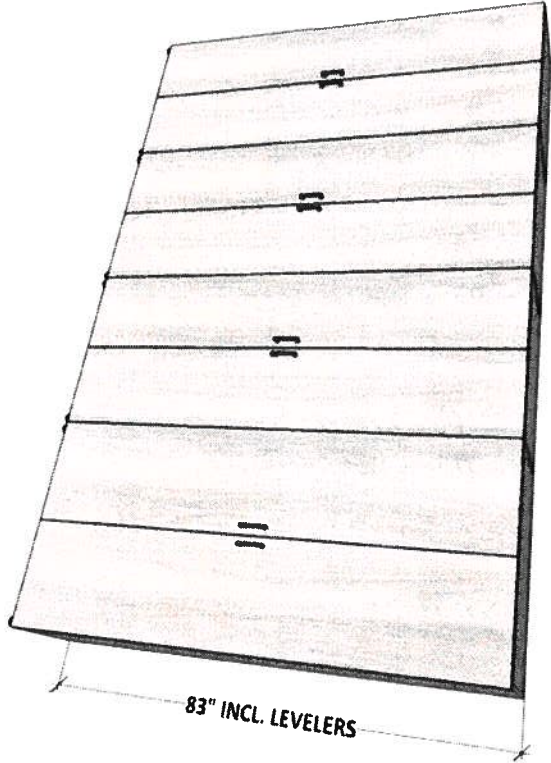
PRODUCT: Premiere

DRAWN BY: Reginbal, Jane





437665-3	NL LIBRARY - WORK AREA 114		
QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	PRMW602020-1F00-G2	Accessory	Accessory, Bulletin board, wall mounted, 60 L x 20 H, 20 high lower section. Fabric tackboard, no upper panel. Grade 2 fabric.
1	PRDS602430-LFLFL2-SEWCWOP0ST	Desk	Desk, shell, 60L x 24D x 30H. Laminate full leg left. Laminate full leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered, no grommets in modesty. No power center. Standard cable management.
5	PRSC361828-N-BSLF-LF-NTW0V1L0	Storage	Storage, credenza, 36L x 18D x 28 high, plus levelers, not incl. opt. top. Base with levelers. Full laminate back. Full height laminate door, shelves every 14 in. No Top. Vertical 96mm pull, grade 1. Non locking. May require counterweight or attach to wall.
4	PRSC362135-N-BSLF-LF-NTW0V1L0	Storage	Storage, credenza, 36L x 21D x 35 high, plus levelers, not incl. opt. top. Base with levelers. Full laminate back. Full height laminate door, shelves every 14 in. No Top. Vertical 96mm pull, grade 1. Non locking. May require counterweight or attach to wall.
1	PRSC362428-N-BSLF-FH-NTW0V1L3	Storage	Storage, credenza, 36L x 24D x 28 high, plus levelers, not incl. opt. top. Base with levelers. Full laminate back. File drawers, horizontal grain. No Top. Vertical 96mm pull, grade 1. Interlock, locking.
2	PRSC362428-N-BSLF-LF-NTW0V1L0	Storage	Storage, credenza, 36L x 24D x 28 high, plus levelers, not incl. opt. top. Base with levelers. Full laminate back. Full height laminate door, shelves every 14 in. No Top. Vertical 96mm pull, grade 1. Non locking. May require counterweight or attach to wall.
1	PRSH601515-1SS-LFLFLW-LFLF-NTW0G0V1L0T0A0	Storage	Storage, hutch, 60L x 15D x 15 high, not incl. opt. top. 15 in. bin height. Full laminate leg left. Full laminate leg right. Wall mount back. Laminate left door. Laminate right door. No Top. Vertical 96mm door pull, grade 1. Non locking.
1	PRSP161828-N-BSLF-CH-W0H1L2	Storage	Storage, pedestal, 16L x 18D x 28 high, plus levelers. Standard base. Laminate, full back. File, box combo, horizontal grain. Horizontal 96mm pull, grade 1. Gang lock.
1	PRWR140118-L0-SEW0	Worksurface	Worksurface, rectangular, 55 1/4 L x 18D. No modesty. Standard edge. No grommet.
1	PRWR7218-L0-SEW0	Worksurface	Worksurface, rectangular, 72L x 18D. No modesty. Standard edge. No grommet.
1	PRWR7242-L0-SEW0	Worksurface	Worksurface, rectangular, 72L x 42D. No modesty. Standard edge. No grommet.
1	PRWR10824-L0-SEW0	Worksurface	Worksurface, rectangular, 108L x 24D. No modesty. Standard edge. No grommet.
1	PRWR185718-L0-SEW0	Worksurface	Worksurface, rectangular, 73 1/4 L x 18D. No modesty. Standard edge. No grommet.
1	GE-CF28	Storage	GENERIC STORAGE Corner Filler, for 28" high Cabinets. Includes leg levelers. Adds support to the 1" top.
1	GE-CS28	Storage	GENERIC STORAGE Back Corner Support, for 28" high cabinets. Includes leg levelers. Adds support to the 1" top.
1	PRSH631515-1SS-LFLFLW-LFLF-NTW0G0V1L0T0A0	Storage	Storage, hutch, 63L x 15D x 15 high, not incl. opt. top. 15 in. bin height. Full laminate leg left. Full laminate leg right. Wall mount back. Laminate left door. Laminate right door. No Top. Vertical 96mm door pull, grade 1. Non locking.
1	PRSH641515-1SS-LFLFLW-LFLF-NTW0G0V1L0T0A0	Storage	Storage, hutch, 64L x 15D x 15 high, not incl. opt. top. 15 in. bin height. Full laminate leg left. Full laminate leg right. Wall mount back. Laminate left door. Laminate right door. No Top. Vertical 96mm door pull, grade 1. Non locking.



QUOTE: 437883-4

TAG: NL Library - MEETING ROOM 104

PRODUCT: Premiere

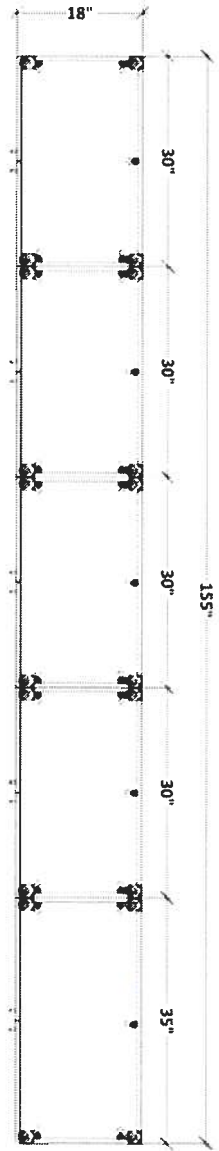
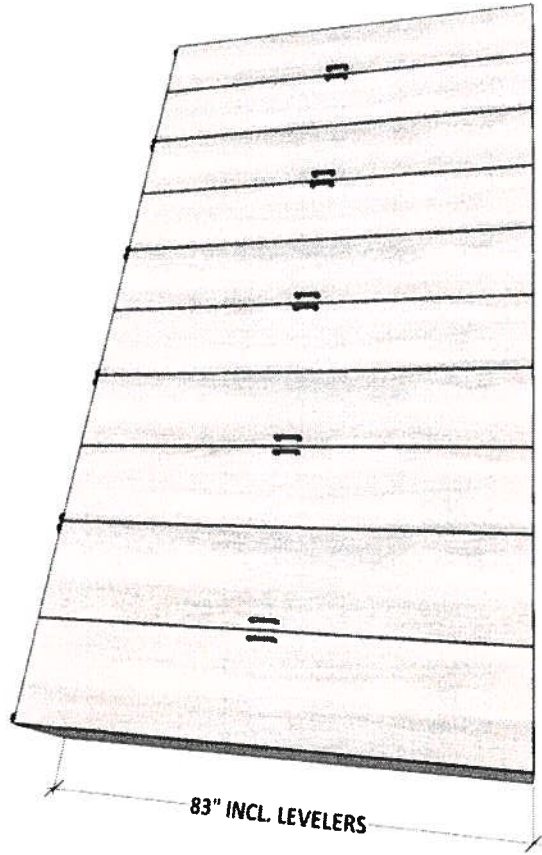
DRAWN BY: Regimbal, Jane

NOTES:



437883-4 NL Library - MEETING ROOM 104

QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	SP-P12765-03	Storage	Special PRSF361885-N-BSL 4-L-FOO-NTWOGGV1L0 DECREASED IN HEIGHT BY 76mm (3") TO 83" HIGH INCLUDING LEVELERS Storage, Freestanding, 36L x 18D. NO INTERIOR SHELVES. FULL HEIGHT DOORS. MUST ATTACH TO WALL AND ADJACENT UNIT. Vertical 96mm Pulls, Gr 1, No lock.
3	SP-437883-02	Storage	Special PRSF301885-N-BSL 4-L-FOO-NTWOGGV1L0 DECREASED IN HEIGHT BY 76mm (3") TO 83" HIGH INCLUDING LEVELERS Storage, Freestanding, 30L x 18D x 83high, including levelers, not incl opt top. Base with levelers. Laminate, full back 28h fixed shelf. Full height laminate door, shelves every 14 in. No Top. No gronomel.



QUOTE: 437884-4

TAG: NL Library - MULTIFUNCTION ROOM

PRODUCT: Premiere

DRAWN BY: Regimbal, Jane

NOTES:



437884-4 NL Library - MULTIFUNCTION ROOM

QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	SP-437884-02	Storage	Special SP-437884-03 Special PRSF301885-N-BSL41FOO-NTW030V/11.0 DECREASED IN HEIGHT BY 76mm (3") TO 83" HIGH INCLUDING LEVELERS Storage: Freestanding 35L x 18D. Laminate full back, 28h fixed shelf Full height laminate door, shelves every 14 1
4	SP-437883-02	Storage	Special PRSF301885-N-BSL41FOO-NTW030V/11.0 DECREASED IN HEIGHT BY 76mm (3") TO 83" HIGH INCLUDING LEVELERS Storage: Freestanding 30L x 18D x 83hgh, including levelers, not incl. opt. top. Base with levelers. Laminate, full back, 28h fixed shelf. Full height laminate door, shelves every 14 in. No Top. No gronnnet.

Document Title: **PW-RFQ-006-2019 Furniture for NL Library**

Closing Date: **Tuesday, October 1, 2019**

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

Department: **Public Works**

Opening Time: 2:01 p.m.

Submission Pricing

Bidder: Temiskaming Office Pro

Furniture (L.S.):	<u>28,839.00</u>
Installation (L.S.):	<u>1,800</u>
Sub-Total:	<u>30,639.00</u>
HST:	<u>3,983.07</u>
Total:	<u>34,622.07</u>

Bidder:

Furniture (L.S.):	
Installation (L.S.):	
Sub-Total:	
HST:	
Total:	

Bidder:

Furniture (L.S.):	
Installation (L.S.):	
Sub-Total:	
HST:	
Total:	

Bidder:

Furniture (L.S.):	
Installation (L.S.):	
Sub-Total:	
HST:	
Total:	

Bidder:

Furniture (L.S.):	
Installation (L.S.):	
Sub-Total:	
HST:	
Total:	

Bidder:

Furniture (L.S.):	
Installation (L.S.):	
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**

**Representing**

**Signature**

Kelly Conlin  
Dave Teehan  
Mitch Lafreniere

T. Shores  
T. SHORES  
T. Shores

[Signature]  
[Signature]

**Subject:** Shared Building Services - Temagami

**Report No.:** CS-058-2019

**Agenda Date:** October 15, 2019

---

## **Attachments**

**Appendix 01:** Draft Shared Services Agreement

## **Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-058-2019; and
2. That Council directs staff to prepare the necessary by-law to enter into a shared services agreement with the Municipality of Temagami for consideration at the October 15, 2019 Regular Council meeting.

## **Background**

In July, City staff were contacted by the Municipality of Temagami regarding sharing building services.

## **Analysis**

The City Manager, Director of Corporate Services and Chief Building Official met with staff from the Municipality in September in order to discuss a draft shared services agreement. The Municipality of Temagami has requested the use of the City's CBO and Building Inspector for a period of one (1) year.

Attached as Appendix 01 is the Draft Shared Services Agreement. Included in the agreement is the provision of the Municipality of Temagami naming the City as an additional insured for liability insurance purposes. In addition, at the time City employees are conducting work for Temagami, the employees will be covered under the Municipality of Temagami's Workplace Safety and Insurance Board Insurance.

Work will be scheduled directly with the City's CBO and Building Inspector through Temagami's Deputy Clerk. It is anticipated that certain days of the week will be spent in Temagami and a schedule to be set to ensure time efficiency. The work of the City of Temiskaming Shores will remain priority so that there is no burden or disruption in service provided to City's taxpayers.

On October 3<sup>rd</sup>, 2019, the Corporate Services Committee met and reviewed the draft shared services agreement. The Committee directed staff to present the agreement to Council at the October 15<sup>th</sup>, 2019 Regular Meeting of Council for their consideration.

On October 11<sup>th</sup>, 2019, the Protection of Persons and Property Committee met and concurred with the Corporate Services Committee's direction.

Over the duration of the contract, staff will monitor the time spent performing services for Temagami. Should both parties mutually agree, an extension of the agreement could be negotiated upon Council's approval.

### **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 City will receive \$50,000 plus applicable taxes for the duration of the contract – 1 year. This amount includes mileage costs incurred for the travel to and from Temagami from Temiskaming Shores. A vehicle will be provided by Temagami for use within their municipal boundaries. Water access in both the summer and the winter will be the responsibility of the Municipality of Temagami with a boat and snowmobile available for use.

Also included in the agreement is that should any court cases arise from situations such as order appeals, then all legal costs incurred will be the responsibility of the Municipality of Temagami.

### **Alternatives**

No alternatives were considered.

### **Submission**

Prepared by:

Reviewed and submitted for  
Council's consideration by:

"Original signed by"

"Original signed by"

\_\_\_\_\_  
Shelly Zubyc, CHRP  
Director of Corporate Services

\_\_\_\_\_  
Christopher W. Oslund  
City Manager



**The Corporation of the City of Temiskaming Shores**

**By-law No. 2019-000**

**Being a By-law to enter into an Agreement between the City of  
Temiskaming Shores and the Municipality of Temagami for  
Chief Building Official and Building Inspector 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 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** the Municipal Act, 2001, Section 20(1) provides that a municipality may enter into an agreement with one or more municipalities or local bodies, as defined in Section 19, or a combination of both to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

**And whereas** Council considered Administrative Report No. CS-058-2019 at the October 15, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to enter into a Shared Services Agreement with the Municipality of Temagami for consideration at the October 15, 2019 Regular Council meeting;

**And whereas** the Council of the Corporation of the City of Temiskaming Shores and the Council of the Corporation of the Municipality of Temagami wish to enter into an Agreement for the provision of the City of Temiskaming Shores providing Building Services to the Municipality of Temagami;

**Now therefore** the Council of the Corporation of the City of Temiskaming Shores enacts as follows:

1. That the Agreement between the City of Temiskaming Shores and the Municipality of Temagami for the provision of providing Building Services, as attached hereto, is hereby adopted.
2. That the Mayor and Clerk are hereby authorized to sign the Agreement on behalf of the Corporation of the City of Temiskaming Shores.
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 15<sup>th</sup> day of October, 2019.

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Mayor – Carman Kidd

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Clerk – David B. Treen



**Schedule A to**  
**By-law No. 2019-000**  
Agreement between  
**The Corporation of the City of Temiskaming Shores**  
and  
**The Municipality of Temagami**

**This agreement** made as of this 1<sup>st</sup> day of November, 2019

Between:

**The Corporation of the City of Temiskaming Shores**  
(hereinafter referred to as “the City”)

And:

**The Municipality of Temagami**  
(hereinafter referred to as “Municipality of Temagami”)

**Whereas** the City and the Municipality of Temagami wish to enter into an Agreement for the provision of the City providing Building Services (Attached as Appendix 01) to the Municipality of Temagami upon the terms and conditions set out in this Agreement pursuant to Section 3 of the Building Code Act, S.O. 1992;

**Now therefore witnesseth that** in consideration of the terms, covenants and provisions herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

#### **1. Term**

The terms of this Agreement (the “Term”) shall begin November 1<sup>st</sup>, 2019 (the “Commencement Date”) and shall continue to remain in effect for a one (1) year period ending on October 31<sup>st</sup>, 2020 unless either party terminates this Agreement by providing the other party with written notice of termination ninety (90) days prior to the effective date of termination.

#### **2. Fees**

For the term of this agreement, the fees payable to the City for the provision of providing Building Services shall be at the annual rate of fifty thousand dollars (\$50,000) plus applicable taxes (the “Fees”). The Fees shall be billed quarterly by the City.

#### **3. Qualifications and Experience**

The City will provide qualified and certified Building Inspectors who are competent in conducting plans review and inspection services required under the Ontario Building Code.

#### **4. Reporting**

The Chief Building Official (CBO) for the City of Temiskaming Shores as appointed by the Municipality of Temagami shall report directly to the Deputy Treasurer for the Municipality of Temagami.

## **5. Deadlines**

The parties hereby acknowledge that, under the OBC, all Ontario Municipalities are required to meet deadlines for responding to Building Permit Applications and are also required to complete inspections within certain timelines at different stages of construction. The Municipality of Temagami hereby agrees to provide the City with as much notice as possible, and in any event, not more than one (1) days’ notice prior to the date of any building permit application decision that must be rendered and prior to the date of building inspection deadlines.

## **6. Administration**

All administrative and inspection support services shall be completed by the Municipality of Temagami. Permit fees shall be issued, delivered and collected by the Municipality of Temagami.

The CBO and Building Inspector will be accessible by employees of the Municipality of Temagami and not the general public, unless so engaged by the CBO or Building Inspector, Monday to Friday from 8:30am to 4:30pm or after hours by telephone message or email.

## **7. Water Access**

The Municipality of Temagami is responsible for providing transportation (boat with motor and snowmobile) for the provision of providing Building Services to properties accessible only by water in accordance with the deadlines as prescribed under the OBC.

## **8. Court Proceedings**

The parties hereby acknowledge and agree that in the event that it becomes necessary to take any court action to enforce the provisions of the Building Code Act, OBC, Municipal By-laws or to respond to any action arising out of the enforcement, the Municipality of Temagami shall be responsible for any legal costs that may be incurred in undertaking or responding to the proceeding.

## **9. Indemnity**

The Municipality of Temagami agrees that it shall, at all times, indemnify and save harmless the City of Temiskaming Shores, its officers, employees and agents from and against all claims, demands, losses, costs, damages, actions, suits or other proceedings made, sustained, brought or prosecuted that are based upon, or caused in any way by anything done or omitted to be done by the City of Temiskaming Shores or any of its officers, directors, employees or agents in connection with services performed, purportedly performed or required to be performed by the City of Temiskaming Shores.

## **10. Insurance**

The Municipality of Temagami shall obtain and maintain throughout the term of this

Agreement such insurance coverage as may be reasonably requested by the City including but not limited to:

- a) Comprehensive general liability insurance with limit of not less than five million (\$5,000,000.00) dollars per occurrence for bodily injury and/or property damage. The policy coverage must include personal injury, including harassment, discrimination, blanket contractual liability with cross-liability and severability of interest clauses;
- b) Professional liability and errors and omissions insurance in the amount of not less than one million (\$1,000,000.00) dollars;
- c) Property damage insurance against loss or damage by perils of “all risks” to the extent available and generally obtainable from time to time;

This required insurance coverage shall name the City as an additional insured. The Municipality of Temagami shall provide Certificates of Insurance showing compliance with this provision within thirty (30) days upon signing of this Agreement.

The required insurance coverage will not be cancelled or altered without thirty (30) days advance written notice to the City, unless otherwise required by law.

#### **11. Workplace Safety Insurance Board Insurance**

The Municipality of Temagami must be certified and in good standing with the Workers Compensation Board. The Municipality of Temagami agrees to submit to the City, a Clearance Certificate from the Workplace Safety and Insurance Board (WSIB) of Ontario.

Workplace Safety Insurance Act coverage, assessments or reports are the exclusive responsibility of the Municipality of Temagami.

#### **12. Records**

All records and information received the City for the purpose of providing the Building Services shall remain the property of the Municipality of Temagami and shall not be divulged or revealed to third parties. Such records and information shall, upon termination of this Agreement, be returned to the Municipality of Temagami.

#### **13. Consequence of Termination**

In the event of termination of this Agreement for any reason:

- a) The City shall return to the Municipality of Temagami all records obtained by the City in connection with the performance of the Building Services, subject to the right of the City to retain copies of the said records for its own files; and
- b) There shall be a reconciliation of all amounts due and owing to the City for the Building Services as of the date of termination.

#### **14. Notice**

Any notice to be given pursuant to this Agreement shall be in writing and signed by the person giving such notice. Any notice, offer, payment, certificate or other communication required or desired to be given in connection with this Agreement may be delivered personally or may be sent by pre-paid registered post, e-mail or facsimile transmission addressed to:

**If to the City, at:**

The Corporation of the City of Temiskaming Shores  
325 Farr Drive  
P.O. Box 2050  
Haileybury, ON  
P0J 1K0  
Attention: Clayton Seymour  
cseymour@temiskamingshores.ca  
(705) 672-3363 Extension: 4134

**If to the Municipality of Temagami, at:**

The Corporation of the Municipality of Temagami  
7 Lakeshore Drive  
P.O. Box 220  
Temagami, ON  
P0H 2H0  
Attention: Sabrina Pandolfo  
projects@temagami.ca  
(705) 569-3421

And, any notice so delivered personally, by facsimile or by e-mail shall be deemed to have been received at the time of delivery, and any notice so mailed shall be deemed to have been effectively given and received on the fourth business day following and exclusive of the postmarked date thereof. Any party hereto may change his or its address for the purpose of this paragraph by giving notice of such change of address to the other parties hereto in the manner provided in this section.

**15. Force Majeure**

The City shall not be responsible for delays or any failure in the performance of their obligations under this Agreement resulting from acts of God, strikes, labour disturbances, illness, inclement weather or other emergencies and causes beyond the control of the City hereto.

**16. Assignment**

Neither party shall assign or transfer this Agreement.

**17. Governing Law**

This Agreement shall be governed by the law of the Province of Ontario.

#### **18. Extension, Modification and Renewal**

This Agreement may be amended or modified from time to time within the enforcement

duties as described in the OBC. It shall not be amended or modified to include duties that are not prescribed within the OBC unless written consent from the City has been acknowledged. The course of dealing or of performance does not affect the waiver or modification of this Agreement unless adopted by the Council of the City of Temiskaming Shores and the Municipality of Temagami.

This Agreement shall expire one (1) year from its Commencement Date at which time a review of the Agreement by each party shall be undertaken. A By-law may be passed at the Council of each party to renew the Agreement once review has taken place.

#### **19. Severability**

If any term, covenant or provision of this Agreement or the application thereof to either party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement or the application of such term, covenant or provision to the other party or circumstances other than those to which it is held invalid or unenforceable shall not be affected thereby and each term, covenant or provision of this Agreement shall be valid and enforceable to the fullest extent of the law.

#### **20. Binding effect**

This Agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

**Remainder of Page left blank intentionally**



**In witness whereof** the Party of the First Part has hereunto affixed its corporate seal attested by the hands of its duly authorized officers, and the Party of the Second Part has hereunto set its hand and seal by execution under seal by each and every individual comprising the Party of the Second Part.

Signed and Sealed in  
the presence of

**Municipality of Temagami**

\_\_\_\_\_  
Mayor - Dan O'Mara

\_\_\_\_\_  
Clerk – Susie Fournier

Municipal Seal

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen

**Appendix “01” to  
By-law 2019-000  
Building Services**

1. Review plans, drawings, applications and specifications to determine whether the proposed construction of the building complies with the OBC;
2. Liaise with architects and engineers to ensure the OBC requirements are addressed in the design and engineering plans;
3. Review amended plans to ensure compliance with the requirements of the OBC;
4. Whenever possible, plans examination services is to be carried-out in the Municipal Office in the City of Temiskaming Shores;
5. Review other materials to determine whether the proposed construction of the building complies with the OBC;
6. Issue Change of Use Permits;
7. Renovation Permits;
8. Issue Plumbing Permits;
9. Issue Building Permits;
10. Issue Stop Work Orders;
11. Issue Orders;
12. Issue Occupancy Permits;
13. Prepare the Building Annual Report;
14. Conduct inspections of the construction of all buildings at all phases of construction required under the OBC or the Regulations there under;
15. Issue Inspection Reports; and
16. Perform or recommend the performance of such other functions as may be required under the OBC or the regulations relating thereto.

**Subject:** Municipal Accommodation Tax

**Report No.:** CS-059-2019

**Agenda Date:** October 15, 2019

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## **Attachments**

**Appendix 01:** Municipal Accommodation Tax FAQs from TIAO

## **Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-059-2019; and
2. That Council supports the request by local accommodation stakeholders to present their combined comments to Council on this topic at an upcoming meeting.

## **Background:**

In December of 2017, the Province of Ontario passed legislation allowing municipalities to charge a Transient Accommodation Tax or Municipal Accommodation Tax as it is more often referred to. The legislation enables municipalities to pass a bylaw to implement the tax onto transient accommodation in the municipal borders and it further states that the municipality may only keep a maximum of 50% of the collected fees and the remaining portion must be provided to an eligible tourism entity. Attached is a listing of Municipal Accommodation Tax (FAQs) from the Tourism Industry Association of Ontario (TIAO) as Appendix 01.

Staff recommended in early 2019 that the City implement a Municipal Accommodation Tax for the 2020 budget year. The tax would be used to support the operations of the Temiskaming Shores Development Corporation and increase the level of tourism marketing that the City currently does. At that time, Council defeated the recommendation as they did not wish to force a new tax onto stakeholders without prior consultation.

During the summer of 2019, some stakeholders requested consultations to discuss the proposed new program. At that time, Council directed staff to meet with accommodation providers receive input on the proposed new tax.

## **Analysis:**

The consultation meeting of the accommodation stakeholders was held on Wednesday, October 2<sup>nd</sup>, 2019. There were representatives from most of the community's accommodation providers and certainly a good diverse group of hotel,

motel and Airbnb operators.

The group was adamant that this new tax would be a detriment to their business operations and that potential clients would look at other accommodation providers outside the City's borders if this tax were to be implemented. This was a concern with the motel and Airbnb operators as their competitors in surrounding communities would not have these additional fees.

The hotel operators were concerned that the additional fees would make the overall hotel rates less attractive and that in order to ensure the properties remained full, the pricing of the rooms may need to be decreased in order to keep rooms full. This potential loss of revenue would impact the individual hotel operator.

Overall, all of the operators present at the meeting opposed the implementation of the tax at this time. The group did express interest in making a presentation to Council regarding the program and outlining the group's opinions.

Staff have contacted representatives from other municipalities from across the region and all of the larger cities have implemented this tax to assist them to further develop tourism travel within the region. The provincial government has cut support to the Regional Tourism Associations across the province as they now know that municipalities have the resources available to them to support their regional association.

In the City's case, Destination Northern Ontario (RTO 13) received a budget cut of \$1 million. They are now reaching out to their municipal partners asking for consideration of increasing partnered budgets to enable them to continue to offer the significant regional programs and training to tourism industry stakeholders that have been offered in the past. Without the proposed new revenue stream, it will be difficult for the City to be able to participate in these regional programs as the costs to partner will soon be out of reach.

In the short term, the City is able to provide tourism marketing through its partnership project with Fed Nor and the Lake Temiskaming Tour partners, however this project and associated funding support is scheduled to end in August 2021. If by that time, the City has not found a new method of creating revenue, a reduction in the level of funds used for tourism may need to be considered.

A continued dialog with the City's accommodation and other tourism stakeholders will be valuable to ensure that the City develops a tourism marketing plan that will provide benefits to all partners and warrant the future implementation of the municipal accommodation tax.

### **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 MAT tax was incorporated into the Economic Strategic Plan as a way to offset some of the increases proposed within the Economic Development budget.

Should Council choose not to implement the tax, increases in the Budget will need to be offset or programs within the Economic Strategic Plan will need to be reconsidered.

### **Alternatives**

None.

### **Submission**

Prepared by:

Reviewed by:

Reviewed and submitted for  
Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

\_\_\_\_\_  
James Franks  
Economic Development  
Officer

\_\_\_\_\_  
Shelly Zubycck  
Director of Corporate Services

\_\_\_\_\_  
Christopher W. Oslund  
City Manager

# Municipal Accommodation Tax (FAQs)



TIAO is supporting its membership in navigating new regulations regarding Municipal Accommodation Tax (MAT). Below are questions we've collected from industry regarding MAT, with answers provided by the Ministry of Tourism, Culture and Sport. We will be updating this section with additional Q&As as more information becomes available.

## 1. Question: For the purpose of these regulations, what is the definition of “transient accommodation”?

- Are transient campsites and boatslips to be captured in the definition?
- In hotel vernacular, “transient” captures all bookings for less than 10 rooms (leisure travel, business travel, etc.); “group” captures all bookings for 10 rooms or more (sport groups, conferences/conventions, in-bound groups, etc.) — does the MAT apply only to the “transient” bookings, or to the room rate on all bookings, including the “group” business? (Not for extended stay, only on rooms booked for less than 30 consecutive days in the same room)

The transient accommodation tax regulations under the *Municipal Act, 2001* and the *City of Toronto Act, 2006* do not define transient accommodation.

The transient accommodation tax authority allows each municipality that chooses to implement a transient accommodation tax to determine the types of short-term accommodation the tax would apply to. However, purchases that do not consist of accommodation cannot be taxed. Purchases that consist of accommodation that is not short-term in nature cannot be taxed.

Municipalities that have questions about the requirements of the legislation or regulations should discuss them with their legal counsel.

## 2. Question: How is a DMO defined under the new regulations?

The regulations do not provide a definition for a “Destination Marketing Organization (DMO).”

The transient accommodation tax regulation under the *City of Toronto Act, 2006* requires the City of Toronto to share a portion of their revenues from the tax, if they choose to implement a transient accommodation tax, with Tourism Toronto.

The transient accommodation tax under the *Municipal Act, 2001* requires municipalities that choose to implement a transient accommodation tax to share a portion of their revenues from the tax with an “eligible tourism entity.” Depending on the circumstances, this may be a Destination Marketing Organization, Regional Tourism Organization, or other not-for-profit tourism organization. The amount to be shared, and with whom, would depend on whether or not there is an existing destination marketing program in the community.

## 3. Question: Which levels of government can implement a Municipal Accommodation Tax?

All single-tier and lower-tier municipalities have the authority to put a municipal accommodation tax in place. A transient accommodation tax is not a requirement for local municipalities—rather, they have the flexibility to decide if they want to put the tax in place. Upper-tier municipalities (regional or county governments) do not have the authority to implement a tax.

## 4. Question: What are the specific tiers with regards to municipalities?

Please refer to the *Municipal Act, 2001*, s. 1(1) (<https://www.ontario.ca/laws/statute/01m25>) for definitions relating to various types of municipalities.

## 5. Question: Can regional municipalities collect tax on behalf of lower-tier municipalities?

Yes. Local municipalities that choose to impose a transient accommodation tax could reach an agreement with a person or entity to collect the tax on a municipality's behalf and this could include a regional municipality. It is up to the discretion of the local municipality's council to design the transient accommodation tax.

## 6. Question: Is there a recommended percentage rate for a Municipal Accommodation Tax?

No. Should a municipality choose to implement a transient accommodation tax, it has the flexibility to determine the design of the tax, including the tax rate.

---

## **7. Question: Will a Municipal Accommodation Tax apply to short-term rentals such as Airbnb?**

The answer depends on decisions about the design of the tax made by the municipality's council.

The transient accommodation tax authority allows each municipality that chooses to implement a transient accommodation tax to determine the types of short-term accommodation the tax would apply to. The tax can only apply to accommodation that is short-term in nature. That means a local municipality could apply the tax to hotel accommodation only, or it could choose to apply the tax to other types of short-term accommodation, including transient accommodation offered through services such as Airbnb, or other accommodation that is short-term in nature. Please note that short-term accommodations at universities and colleges cannot be taxed under a municipal accommodation tax.

---

## **8. Question: Are hotel amenity fees and service charges applicable under a Municipal Accommodation Tax (i.e. does the tax apply to the room rate only)?**

The answer depends on the nature of the fees or charges and decisions about the design of the tax made by the municipality's council.

The transient accommodation tax authority allows each municipality that chooses to implement a transient accommodation tax to determine the types of short-term accommodation the tax would apply to. The transient accommodation tax authority does not extend to incidental fees and charges unrelated to the purchase of accommodation. For example, the purchase of a meal in a hotel restaurant could not be considered transient accommodation and therefore could not be made subject to a municipal accommodation tax.

---

## **9. Question: If municipalities don't want to implement a Municipal Accommodation Tax, can a DMP/DMF continue on as previous to the new regulations?**

Yes.

Decisions about whether to implement destination marketing programs continue to be industry-led. There is no provincial involvement. These fees are entirely a private-sector initiative. However, some tourism leaders have indicated that if a transient accommodation tax is in place, they will terminate their destination marketing programs due to competitiveness reasons.

When exploring either option, municipal and tourism partners may wish to consider all factors that will ensure their regions remain competitive tourism destinations. We encourage municipalities to work together with their tourism partners and to consider potential impacts on the tourism industry and consumers when making decisions about whether or how, to implement a tax on transient accommodation.

---

## **10. Question: If a municipality chooses not to implement a Municipal Accommodation Tax, can DMPs/DMFs still be set up even though the regulations for a tax are in place?**

Yes.

Decisions about whether to implement destination marketing programs continue to be industry-led. There is no provincial involvement. These fees are entirely a private-sector initiative. However, some tourism leaders have indicated that if a transient accommodation tax is in place, they will terminate their destination marketing programs due to competitiveness reasons.

When exploring either option, municipal and tourism partners may wish to consider all factors that will ensure their regions remain competitive tourism destinations. We encourage municipalities to work together with their tourism partners and to consider potential impacts on the tourism industry and consumers when making decisions about whether or how, to implement a tax on transient accommodation.

---

## **11. Question: Does HST need to be collected on a Municipal Accommodation Tax?**

Yes. The 13% Harmonized Sales Tax (HST) applies to the all-in price of transient accommodation, including any municipal accommodation tax.

We encourage municipalities that have questions about the requirements of the legislation or regulations to discuss them with their legal counsel.

---

## **12. Question: The requirement to enter into an agreement (Section 6 (1) in the Municipal Act regulation and Section 5 (1) in COTA regulation) references that the financial accountability agreements "may provide for other matters". What does that phrase mean, and does it suggest that the municipality may try to include how the funds are used?**

Under 5(1) of the COTA regulation and 6(1) of the MA regulation, it is mandatory to have an agreement that deals with reasonable financial accountability matters. It is optional for the agreement to deal with matters other than reasonable financial accountability matters. The statement that the agreements "may provide for other matters" clarifies this flexibility, and provides explicit authority for it. Thus, the agreement may deal with other matters (including the use of the money in a particular manner in promoting tourism) if the parties agree, but it doesn't need to deal with such matters if the parties choose not to do so, or can't agree on such matters.

**13. Question: Relating to the regulation under the Municipal Act in respect to revenue sharing (where a destination marketing program currently exists), under Section 4(1) it states: "this section applies if a destination marketing program exists in a municipality on the day before the tax comes into effect." If a DMP existed at some time, but was cancelled due to lack of participation, support etc.—and in that case, no DMP exists on the day before the hotel tax comes into effect in that municipality—would the proceeds of a tax be subject to 50% sharing?**

Yes. Section 5 of the transient accommodation tax regulation under the Municipal Act applies if a DMP does not exist in the municipality on the day before the tax comes into effect. In the case of a DMP that existed in the municipality in the past, but does not exist in the municipality on the day before the tax comes into effect, the municipality would be required to share 50% of the net revenues from the tax with one or more eligible not-for-profit tourism organizations chosen by the municipality.

**14. Question: Can funds collected as part of a Municipal Accommodation Tax be channeled to an economic development corporation?**

The answer depends on the activities of the economic development corporation. To be eligible to receive municipal accommodation tax revenue, a tourism entity must be a not-for-profit organization, whose mandate includes tourism promotion in Ontario or in a municipality.

Revenue shared with an eligible tourism entity must be used for the exclusive purpose of promoting tourism. Tourism promotion includes the development of tourism products. The regulations also require a municipality and tourism entity to enter into an agreement that deals with reasonable financial accountability matters to ensure that amounts paid to the entity are used for the exclusive purpose of promoting tourism.

**15. Question: Can a tourism entity negotiate with their municipality to receive more than the minimum share of revenue as outlined in the regulations?**

Yes.

Revenues from the transient accommodation tax that exceed the amount that municipalities are required to share with a not-for-profit tourism organization may be retained by municipalities for their own purposes. The sharing formula does not prevent municipalities from dedicating more than the required amount to tourism activities.

**16. Question: If a municipality agrees to share more than the minimum amount of Municipal Accommodation Tax revenue with a tourism entity as outlined in the regulations, will the municipality have control/say over how that money is to be spent?**

This should be part of the negotiation between the tourism entity and the municipality, and then clearly defined in the agreement between the two bodies.

The transient accommodation tax regulations do not govern municipal decisions to fund the local tourism sector above and beyond the sharing requirements set out under the transient accommodation tax regulations.

**17. Question: With regards to establishing the base amount for an existing DMF program, does the money collected by a hotel association in the calendar year (including monies collected in January 2018 for December 2017) count as the base? Or, is the base calculated using one of the following: 1) monies received by the DMO from the hotel association in the calendar year OR 2) monies committed by the hotel association to the DMO for the year.**

If an eligible tourism entity can demonstrate to the municipality's satisfaction that an amount was collected under a destination marketing program and received by them in respect of the eligible tourism entity's last fiscal year that ended before the tax came into effect, then the amount could be included in the tourism entity's base amount, even if not actually received in that year. Please refer to formula element "A" in Section 4(4) of the COTA regulation, and Section 4(5) of the Municipal Act regulation.



## **18. Question: Will tourism organizations receiving proceeds from a Municipal Accommodation Tax be allowed to accumulate a reserve fund using monies not spent in a given year?**

If a hotel association (or other collecting tourism organization) has a reserve fund consisting of DMF funds collected in years prior to a tax being introduced, and the association decides to provide all or part of those reserves to a tourism organization during the reference fiscal year, only the portion of the reserve fund that was collected in the reference fiscal year would count toward the municipality's minimum sharing requirement. As well, any DMF amounts collected on transient accommodation provided in a municipality before a tax is in place, and put into a reserve by the hotel association and are paid to a tourism organization after a tax is in place, would not decrease the municipality's minimum sharing requirement in the year the amounts are received by the tourism organization.

Regarding a potential reserve fund of tax revenues, please note that tax revenues shared with an eligible tourism entity must ultimately be used by the entity for the exclusive purpose of promoting tourism (which includes the development of tourism products).

## **19. Question: Are college and university dorm rooms exempt from the MAT during the school year? Are they exempt from the MAT during non-school use, i.e. summer, when they rent out the dorm rooms to other groups and travellers?**

Yes, all accommodation at colleges and universities are exempt from the MAT at all times.

## **20. Question: In the Municipal Accommodation Tax Regulations (O. Reg. 435/17, s. 4(8) 2, and O. Reg. 436/17, s. 4(7) 2), it says that the annual percentage change (accelerator) will be calculated based on a 10-year period between the second year immediately preceding that particular fiscal and the 12<sup>th</sup> year immediately preceding the particular fiscal year. Does this mean that if a Municipal Accommodation Tax is implemented in 2018, in 2019 the tourism entity will receive the base amount from 2018, plus the accelerator as calculated 2007-2016?**

Reference should be made to the regulations for detail about how to calculate the amount of tax revenues that must be shared.

Municipalities with a pre-existing destination marketing program that implement a tax would initially be required to share an amount that matches the revenues collected on transient accommodation provided in the municipality and received by the relevant not-for-profit tourism organization under a destination marketing program from accommodations in the municipality, in respect of the fiscal year before the transient accommodation tax came into effect.

In subsequent years, municipalities would need to adjust this "base amount" by applying the "tourism receipt factor", based on tourism receipts data for Ontario calculated by the Ministry of Tourism, Culture and Sport and posted on its website. The tourism receipt factor is the 10-year rolling average of the annual percentage change in Ontario's total tourism receipts, subject to a 2-year lag.

## **21. Question: After the second year of a Municipal Accommodation Tax, will the base amount be the total amount received in the second year, plus the accelerator, which will become the new base amount?**

Reference should be made to the regulations for detail about how to calculate the amount of tax revenues that must be shared.

Municipalities with a pre-existing destination marketing program that implement a tax would initially be required to share an amount that matches the revenues collected on transient accommodation provided in the municipality and received by the relevant not-for-profit tourism organization under a destination marketing program from accommodations in the municipality, in respect of the fiscal year before the transient accommodation tax came into effect.

In subsequent years, municipalities would need to adjust this "base amount" by applying the "tourism receipt factor", based on tourism receipts data for Ontario calculated by the Ministry of Tourism, Culture and Sport and posted on its website. The tourism receipt factor is the 10-year rolling average of the annual percentage change in Ontario's total tourism receipts, subject to a 2-year lag.

## **22. Question: Are there options for who specifically collects funds raised by a Municipal Accommodation Tax? Does it have to be a municipality?**

The regulation allows for the decision around who collects the funds raised by a Municipal Accommodation Tax to be made at the local level.

Under the *Municipal Act, 2001*, s. 400.5 and the *City of Toronto Act, 2006*, s. 271, municipalities that choose to impose a transient accommodation tax could reach an agreement with a person or entity to collect the tax on a municipality's behalf. It would be up to the discretion of the local municipality's council to design the transient accommodation tax.

The legislation stipulates that municipal bylaws implementing a transient accommodation tax must meet certain requirements, including setting out the manner in which it would be collected.

## 23. Question: What enforcement powers will a municipality have for non-payment of a Municipal Accommodation Tax by hotels?

If a municipality decides to implement a municipal accommodation tax, it would need to enact the appropriate bylaws in order to implement the tax. Should a municipality choose to implement a transient accommodation tax, it has the flexibility to determine the design of the tax, including the appropriate enforcement mechanism.

## 24. Question: Is there a way for RTOs to get involved in collection of a transient accommodation tax?

- How to approach municipalities about this?
- Would government support this approach?
- Is there an opportunity for governance training for RTOs re: MAT?

RTOs were established to improve coordination, investment and planning within the sector across Ontario. The RTOs' mandate is to provide leadership in four areas: marketing; product development; workforce development; investment attraction.

Additional activities of RTOs are subject to provincial approval as part of the business planning and Transfer Payment Agreement process.

439 University Avenue, Suite 1400  
Toronto, Ontario  
CA M5G 1Y8

416-483-1691

info@tiaontario.ca (mailto:info@tiaontario.ca)

### Latest News

RFP: Careers in Tourism Awareness Campaign (<https://www.tiaontario.ca/articles/rfp-careers-in-tourism-awareness-campaign>)

December 19, 2017

Promote tourism as a career

Destination Insights for Ontario: TIAO Releases Visitor Spending Report in Partnership with Mastercard Canada (<https://www.tiaontario.ca/articles/destination-insights-for-ontario-tiao-releases-visitor-spending-report-in-partnership-with-mastercard-canada>)

November 22, 2017

Discover visitor spending trends for international travellers to Ontario with data from Mastercard

### Upcoming Events

2018 ROMA Conference (<https://www.tiaontario.ca/events/2018-roma-conference>)

January 21 - 22

Sheraton Centre Hotel Toronto

Impact Sustainability Travel and Tourism (<https://www.tiaontario.ca/events/impact-sustainability-travel-and-tourism>)

January 21 - 24

Victoria, BC

### Tweets by @TIAOtweets



Embed

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# **Memo**

**To:** Mayor and Council  
**From:** Timothy H. Uttley, Fire Chief/CEMC  
**Date:** October 15, 2019  
**Subject:** Request for MMAH Presentation  
**Attachments:**

---

Mayor and Council:

On September 30<sup>th</sup>, 2019 I attended the 2019 OFMEM Killarney Sector meeting and at this meeting Mr. Bryan Searle from the Ministry of Municipal Affairs and Housing was on hand and provided a brief presentation on the Ontario Disaster Recovery Assistance Program (ODRAP).

The presentation was very interesting and contained some new information that as Community Emergency Management Coordinator, would certainly be beneficial for our Municipal Emergency Control Group (MECG) and Municipal Emergency Program Committee to hear.

I spoke with Mr. Searle after this meeting and asked if he would consider having a representative attend our MECG training meeting on October 28<sup>th</sup>, 2019 to provide our committees with a presentation on the ODRAP program. Mr. Searle indicated that they would be happy to attend but would require a resolution of Council inviting the MMAH to attend and make a presentation.

Based on the above the following is being recommended to Council for consideration:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Memo 004-2019-PPP; and
2. That Council hereby authorizes the Community Emergency Management Coordinator (CEMC), to extend an invitation to Ministry of Municipal Affairs and Housing, requesting a Municipal Advisor attend the City of Temiskaming Shores on October 28<sup>th</sup>, 2019 and present an information session on the Ministry's Ontario Disaster Recovery Assistance Program (ODRAP) to the City's Municipal Emergency Control Group.

I would like to thank Council for your consideration.

Prepared by:

Reviewed and submitted for  
Council's consideration by:

"Original signed by"

"Original signed by"

---

Timothy H. Uttley  
Fire Chief/CEMC

---

Christopher W. Oslund  
City Manager

# **Memo**

**To:** Mayor and Council  
**From:** Timothy H. Uttley, Fire Chief/CEMC  
**Date:** October 15, 2019  
**Subject:** Extension of Emergency Fire Call Response System Agreement  
**Attachments:** Appendix 01 – Extension Agreement Offer

---

Mayor and Council:

On December 31, 2019 our current agreement with the City of Timmins for the provision of twenty-four-hour dispatching services under By-law No. 2015-015 will expire.

On October 3, 2019 the City received a letter from the Timmins Police Service with an offer to extend the current agreement (see Appendix 01) for an additional two (2) years at the current rate as outlined in the original agreement, By-law No. 2015-015.

Upon review of the offer with the City Manager, it was agreed that it would be financially advantageous for the City to consider the offer as it would maintain the current costing formula for an additional two years, and possibly eliminate any increase to capital or operational costs associated with potentially having to enter into an agreement with another service provider. Based on the above the following is being recommended to Council for consideration:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Memo 005-2019-PPP; and
2. That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-015 being a by-law to enter into an Agreement with the Corporation of the City of Timmins for the provision of a Twenty-Four (24) hour Emergency Fire Call Response System for a two-year extension subject to the conditions as outlined in Appendix 01 for consideration at the October 15, 2019 Regular Council meeting.

I would like to thank Council for your consideration.

Prepared by: \_\_\_\_\_ Reviewed and submitted for  
Council's consideration by:

"Original signed by"

"Original signed by"

\_\_\_\_\_  
Timothy H. Uttley  
Fire Chief/CEMC

\_\_\_\_\_  
Christopher W. Oslund  
City Manager

JOHN GAUTHIER  
CHIEF OF POLICE

HENRY DACOSTA  
DEPUTY CHIEF OF POLICE



TEL: (705)264-1201  
FAX: (705)360-2697

## TIMMINS POLICE SERVICE

185 SPRUCE STREET SOUTH  
TIMMINS, ONTARIO P4N 2M7  
[www.timminspolice.ca](http://www.timminspolice.ca)

October 3, 2019

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

Attention: City Clerk

RE: Extension of Fire Dispatch Agreement

The current contract with the City of Timmins for the Provision of a Twenty-Four hour Emergency Fire Call Response System expires on December 31, 2019.

This letter is to offer the City of Temiskaming Shores an extension to the current contract under the following conditions:

- 1) **Section 2 Term:** Term will be amended to begin January 1, 2020 and terminate December 31, 2021.
- 2) **Section 6 Payment of Services:**  
The current rate of .41967 cents per capita would extend to December 31, 2021.
- 3) **Section 7 Insurance:**  
The City of Temiskaming Shores shall ensure during the entire term of the agreement or extension of it, take out and keep in full force and effect insurance as outlined in the original contract agreement.

If you are in agreement with the proposed terms of the contract extension as outlined, kindly reply via email to the undersigned no later than November 1, 2019.

Sincerely,

Communications Manager  
Timmins Police Service

"PRIDE AND INTEGRITY SINCE 1912"  
"FIERTÉ ET INTÉGRITÉ DEPUIS 1912"

**The Corporation of the City of Temiskaming Shores**  
**By-law No. 2019-163**  
**Being a by-law to amend By-law No. 2013-052 being a**  
**by-law to regulate Construction, Demolition, Change of**  
**Use, Inspections, Permits and associated Fees**

**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** under Section 10.(2) 6 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may pass by-laws with respect to matters of health, safety and well-being of persons;

**And whereas** Section 7.(1) of *the Building Code Act, 1992, S.O. 1992, Chapter 23*, as amended provides that a *Council* may pass by-laws and make regulations, applicable to the matters for which and in the area in which the municipality has jurisdiction for the enforcement of this Act;

**And whereas** Section 7.(8.1) of *the Building Code Act, 1992, S.O. 1992, Chapter 23*, as amended provides that Section 398 of the Municipal Act, 2001, S.O. 2001, c. 25 applies, with necessary modifications, to fees established by a municipality under clause 7.(1)(c) of *the Building Code Act*;

**And whereas** Section 398.(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended provides that fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality;

**And whereas** Section 398.(2) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the treasurer of a municipality may add fees and charges imposed by the municipality to the tax roll;

**And whereas** Council adopted By-law No. 2013-052 being a by-law to regulate Construction, Demolition, Change of Use, Inspections, Permits and associated Fees (Building By-law) on May 21, 2013;

**And whereas** Council considered Administrative Report No. CS-051-2019 at the October 1, 2019 Regular Council meeting and directed staff to prepare the

necessary by-law to amend By-law No. 2013-052 to modify and impose Building Permit Application fees;

**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 By-law No. 2013-052 by deleting **Appendix 01 – Classes of Permits and Permit Fees** and replacing it with Schedule “A” – **Building Permit Fees Structure**, a copy of which is attached hereto and forming part of this by-law.
2. That is by-law is effective as of January 1, 2020.
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, 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 and second time** this 15<sup>th</sup> day of October, 2019.

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Mayor – Carman Kidd

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Clerk – David B. Treen

**Read a third time and finally passed** this \_\_\_\_ day of \_\_\_\_\_, 2019.

---

Mayor – Carman Kidd

---

Clerk – David B. Treen

## **Appendix 01**

### **Building Permit Fees Structure**

The fees payable by the applicant or authorized agent for a construction, demolition, change of use, conditional permit or inspection fees shall be as follows:

Permit fees shall be **\$9.50 per thousand** based on a value of contract price. If there is no contract price in a written agreement, the permit fee will be calculated by Building Department as follows:

Residential	\$1.45 per sq ft
Residential Retrofit	\$0.85 per sq ft
Residential Accessory Building	\$0.65 per sq ft
Residential Deck	\$0.50 per sq ft
Seasonal Building no interior finish (insulation, sheeting, etc.)	\$0.85 per sq ft
Commercial/Industrial/Assembly/Institutional	\$2.60 per sq ft
Commercial/Industrial/Assembly/Institutional Retrofit	\$1.45 per sq ft
Commercial/Industrial/Assembly/Institutional Cold Storage	\$0.85 per sq ft

#### **Alterations**

#### **Flat Fee**

#### **Res / Comm**

Interior Renovations	\$175 / \$275
New foundations	\$275 / \$450
Foundation repairs	\$125 / \$200
New roof (structural changes)	\$250 / \$425
New doors and windows (structural changes)	\$95 / \$175
Deck Repairs	\$95 / N/ A
Plumbing modification (additions or relocations)	\$95 / \$175
Fire alarm system	\$125 / \$225
Wood Fired Appliance (no WETT cert)	\$95 / \$175
Rooftop Solar	\$225 / \$375

#### **Agricultural**

#### **Rate per sq ft**

Farm buildings / additions	\$0.60
Prefabricated storage silos	\$175 Flat Fee
Pole barn / coverall	\$0.45
Restoration	\$0.30



**Demolitions:**

**Flat Fee**

Residential	\$ 95
Agricultural	\$ 95
Commercial/Industrial/Assembly/Institutional	\$175

**Other:**

**Flat Fee**

Change of use permit	\$95
Change of use if construction is required	\$95 + fee formula
Permit renewal/dormant file	\$95
Moving permit (relocation of structure over 108 sq ft to or from a property)	\$175
Inspection request by owner/re-inspection	\$55 each visit
Administrative charge	\$55
Accessible Upgrade	\$55
Revisions	\$65
Orders	\$200

**Notes:**

**There shall be an administration charge equal to one and a half times the above calculated fees, applied to all construction that begins prior to the issuance of a permit;**

**No permit shall be less than \$95.00;**

**Fees will be rounded to the nearest dollar;**

**Conditional and partial permits will be calculated at the regular rate for the complete project.**

# **The Corporation of the City of Temiskaming Shores**

## **By-law No. 2019-164**

### **Being a by-law to enter into an agreement with Temiskaming Office Pro for purchase and installation of Office Furniture for the Temiskaming Shores Public Library – New Liskeard Branch**

**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-033-2019 at the October 15, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Temiskaming Office Pro at an upset limit of \$30,639.00 plus applicable taxes for consideration at the October 15, 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 the Mayor and Clerk be authorized to execute an agreement with Temiskaming Office Pro for the supply and delivery of Office Furniture for the Temiskaming Shores Public Library – New Liskeard Branch at an upset limit of \$30,639.00 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forms 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 15<sup>th</sup> day of October, 2019.

---

Mayor – Carman Kidd

---

Clerk – David B. Treen



Schedule “A” to

## **By-law 2019-164**

Agreement between

**The Corporation of the City of Temiskaming Shores**

and

**Temiskaming Office Pro**

for the supply and installation of Office Furniture for the  
Temiskaming Shores Public Library – NL Branch

**This agreement** made in duplicate this 3<sup>rd</sup>, day of September, 2019.

Between:

**The Corporation of the City of Temiskaming Shores**

(hereinafter called “the Owner”)

and

**Temiskaming Office Pro**

(hereinafter called “the Supplier”)

Witnesseth:

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

**Article I:**

The Supplier will:

- a) Supply and install Office Furniture in accordance to the specifications contained in their submission in relation to the following:

**Corporation of the City of Temiskaming Shores  
Request for Quotation (PW-RFQ-006-2019)  
New Liskeard Library Office Furniture**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement attached hereto as Appendix 01 – Temiskaming Office Pro submission and forming part of this agreement.

**Article II:**

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the supply and installation of Office Furniture in the amount of **Thirty Thousand, Six Hundred and Thirty-nine Dollars and Zero cents (\$30,639.00)** plus applicable taxes;
- b) Make progress payments, typically monthly, based on 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 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 Supplier:

**Temiskaming Office Pro**

88 Lakeshore Rd. N.  
New Liskeard, Ontario  
P0J 1P0

Attn.: Brett Williams

The Owner:

**City of Temiskaming Shores**

325 Farr Drive / P.O. Box 2050  
Haileybury, Ontario  
P0J 1K0

Attn.: Tammie Caldwell

**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 )

Supplier's Seal )  
(if applicable) )

Municipal Seal )

**Temiskaming Office Pro**

\_\_\_\_\_  
General Manager – Brett Williams

\_\_\_\_\_  
Signature - Witness

Witness Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen



Appendix 01 to  
Schedule “A” to

**By-law No. 2019-164**

Form of Agreement

supply and installation of Office Furniture for the Temiskaming  
Shores Public Library – NL Branch



**City of Temiskaming Shores**  
**PW-RFQ-006-2019**  
Supply and Installation of Furniture

**Form of Quotation**

Each Quotation 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 Quotation.

I/We, the undersigned, understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labor, apparatus and documentation as are required to satisfy this Quotation.

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

All prices are F.O.B. 285 Whitewood Ave, New Liskeard.

Description	Amount
Furniture, supply and delivery – Lump Sum	\$ 28839.00
Installation – Lump Sum	\$ 1800.00
Sub-Total:	\$ 30639.00
H.S.T.:	\$ 3983.07
Total:	\$ 34622.07





**City of Temiskaming Shores**  
**PW-RFQ-006-2019**  
Supply and Installation of Furniture

**Non-Collusion Affidavit**

I/ We \_\_\_\_Temiskaming Office Pro\_\_\_\_\_ the undersigned am fully informed respecting the preparation and contents of the attached quotation 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, quotation 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 \_\_\_\_Temiskaming Shores\_\_\_\_\_ this \_30th\_ day of \_\_September\_\_\_\_\_, 2019.

Signed

A handwritten signature in black ink, appearing to read "Brett Williams", written over a horizontal line.

Company Name

\_\_\_\_Temiskaming Office Pro\_\_\_\_\_

Title

\_\_\_\_General Manager\_\_\_\_\_

**Conflict of Interest Declaration**

Please check appropriate response:

- ☒ I/We hereby confirm that there is not nor was there any actual 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:

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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 \_\_Temiskamng Shores\_\_ this \_\_30th\_\_ day of \_\_September\_\_, 2019.

Signed

Company Name

\_\_Temiskaming Office Pro\_\_

Bidder's Authorization Official

\_\_Brett Williams\_\_

Title

\_\_General Manager\_\_

**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



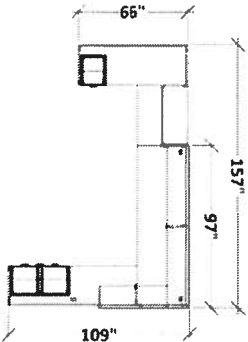
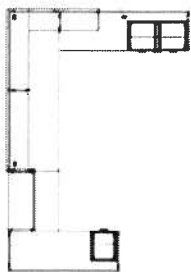
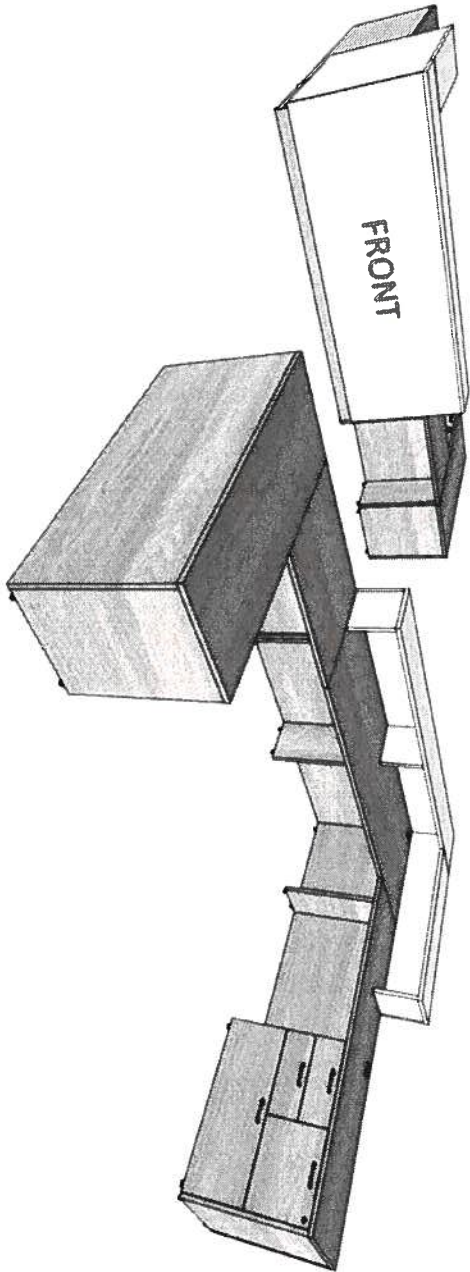
Accessibility for Ontarians with Disabilities Act, 2005. If requested, we are able to provide written proof that all employees have been trained as required under the act.

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 \_\_\_Temiskaming Office Pro\_\_\_\_\_ Company Name

Phone Number \_\_\_705-628-2828\_\_\_\_\_ Address \_88 Lakeshore Rd. New  
Liskeard\_\_\_\_\_

I, \_\_\_Brett Williams\_\_\_\_\_, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under



QUOTE: 436306-3  
NOTES:

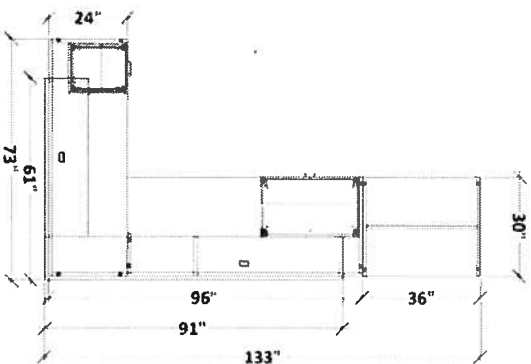
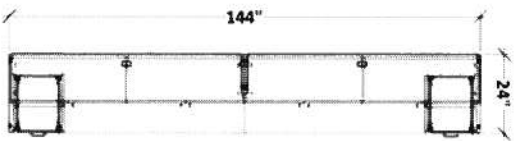
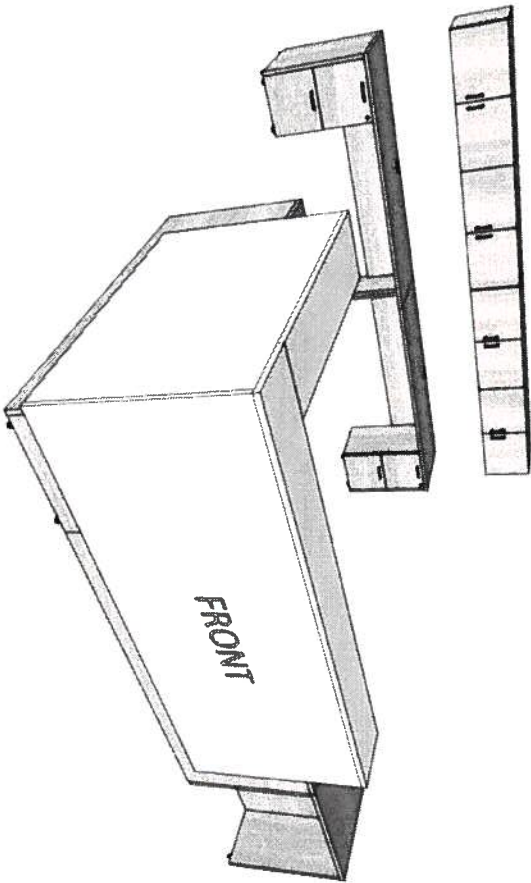
TAG: NL LIBRARY - RECEPTION 003

PRODUCT: Reception

DRAWN BY: Regimbal, Jane



QTY	PART NUMBER	CATEGORY	DESCRIPTION
436306-3	NL LIBRARY - RECEPTION 003		
1	GRDR662430-HFHFHF-000000-SHWOST	Desk	Desk, rectangular, 66L. x 24D. x 30H. Horizontal grain laminate full leg left. Horizontal grain laminate full leg right. Horizontal grain laminate full modesty panel. No transaction top. No return top left. No return top, right. Standard edge. All sides. No groomnets in. Standard cable management.
1	GRDR782430-HRHFHF-000000-SHWCST	Desk	Desk, rectangular, 78L. x 24D. x 30H. Horizontal grain laminate recessed leg left. Horizontal grain laminate full leg right. Horizontal grain laminate full modesty panel. No transaction top. No return top, left. No return top, right. Standard edge. All sides. Cable access groomnet center. Standard cable management.
1	SP-P12765-01	Desk	Special GRDR63030-HFHFHF-000000-SHWZST Desk, rectangular, 96L. x 30D. x 30H. Horizontal laminate leg left (RECESSED BY 14"). Horizontal laminate full leg right. Horizontal grain full modesty panel. No transaction tops. Standard edge. Groomnet left corner.
1	GRRC961342-H3H3LE-0054RS-SE	Reception	Reception Cap, 96L. x 13D. x 42H. 11in. Support left. 11in. Support right. Laminate elevated apron. 54 w right return. Right return top. Standard style. Standard edge.
1	SP-P12765-02	Desk	Special PRDS363030-LF.LFL4-SEWOWOP0ST ** center mod under desk & recess legs by 14" ** Desk, shell, 36L. x 30D. x 30H. Laminate legs left & right, RECESSED BY 14". 28 in. Laminate CENTERED modesty panel. Standard edge. No cable access groomnets.
1	PRSP161828-N-BSLF-CH-W0H1L2	Storage	Storage, pedestal, 16L. x 18D. x 28 High, plus levelers. Standard base. Laminate, full back. File, box combo, horizontal grain. Horizontal 96mm pull, grade 1. Gang lock.
1	PRSP361828-N-BSLF-GH-W0H1L2	Storage	Storage, pedestal, 36L. x 18D. x 28 High, plus levelers. Standard base. Laminate, full back. Box box, file lateral combo, horizontal grain. Horizontal 96mm pull, grade 1. Gang lock.



QUOTE: 437459-4  
NOTES:

TAG: NL LIBRARY - RECEPTION 106

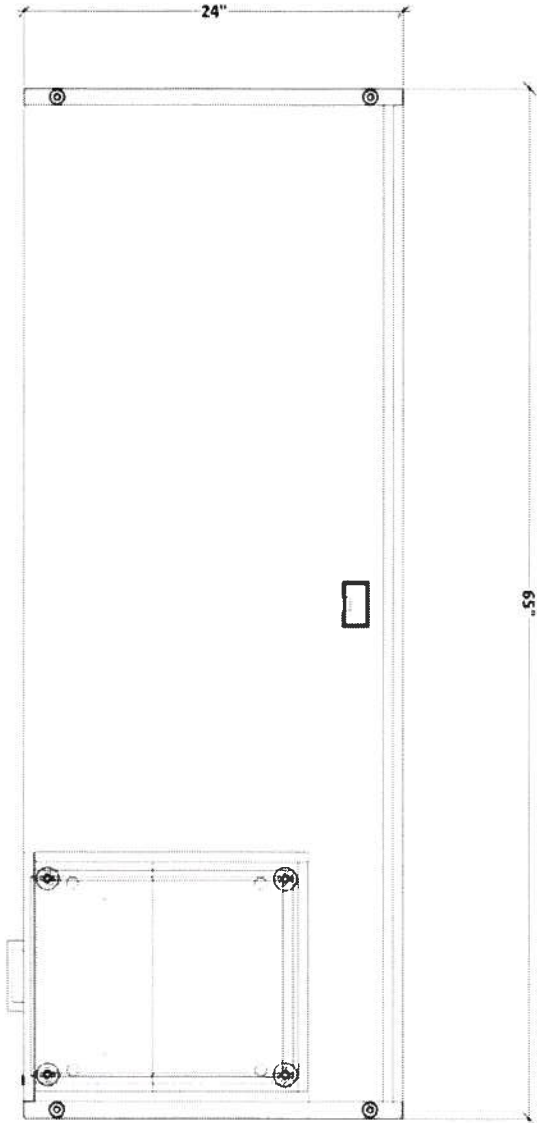
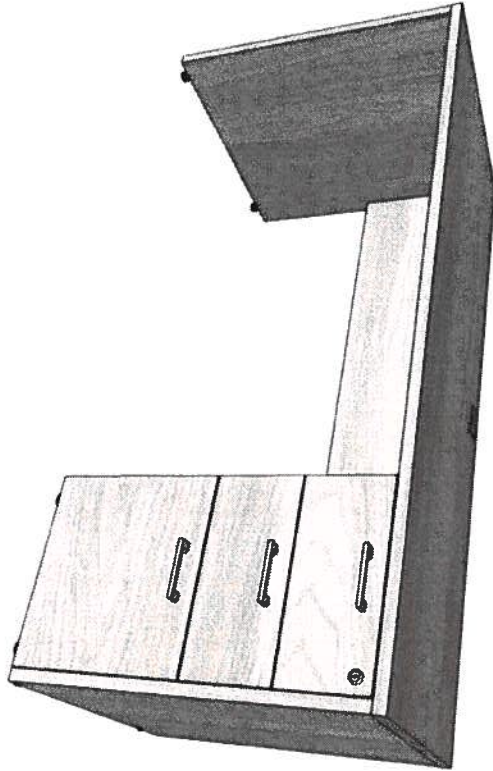
PRODUCT: Reception

DRAWN BY: Regimbal, Jane



437459-4 NL LIBRARY - RECEPTION 106

QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	GRDR722430-HFH-FH-000000-SHWCST	Desk	Desk, rectangular, 72L x 24D x 30H. Horizontal grain laminate full leg left. Horizontal grain laminate full leg right. Horizontal grain laminate full leg center. No transaction top. No return top, left. No return top, right. Standard edge. All sides. Cable access grommet center. Standard cable management.
1	GRDR723030-HFH-FH-000000-SHWCST	Desk	Desk, rectangular, 72L x 30D x 30H. Horizontal grain laminate full leg left. Horizontal grain laminate recessed leg right. Horizontal grain laminate full modesty panel. No transaction top. No return top, left. No return top, right. Standard edge. All sides. Cable access grommet center. Standard cable management.
1	GRRRC901342-H3H3LE-0060RS-SE	Reception	Reception Cap, 90L x 13D x 42H. 11in. Support left. 11in. Support right. Laminate elevated apron. Right return top. Standard style. Standard edge.
1	SP-437459-01	Desk	Special PRDS363030-LFLFL4-SEWOWOP0ST WITH MODESTY PANEL CENTERED UNDER TOP Desk, shell, 36L x 30D x 30H. Laminate full leg left. Laminate full leg right. 28 in. Laminate modesty panel. Standard edge. No cable access grommets. No grommets in modesty. No power center. Standard cable management.
1	PRDS722430-LFLRL2-SEWCWOP0ST	Desk	Desk, shell, 72L x 24D x 30H. Laminate full leg left. Laminate recessed leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered. No grommets in modesty. No power center. Standard cable management.
1	PRDS722430-LRLFL2-SEWCWOP0ST	Desk	Desk, shell, 72L x 24D x 30H. Laminate recessed leg left. Laminate full leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered. No grommets in modesty. No power center. Standard cable management.
1	PRSP161828-N-BSLF-CH-WDH1L2	Storage	Storage, pedestal, 16L x 18D x 28 High, plus levelers. Standard base. Laminate, full back. File, box combo, horizontal grain. Horizontal 96mm pull, grade 1. Gang lock.
2	PRSP161828-N-BSLF-FH-WDH1L2	Storage	Storage, pedestal, 16L x 18D x 28 High, plus levelers. Standard base. Laminate, full back. File drawers, horizontal grain. Horizontal 96mm pull, grade 1. Gang lock.
1	PRSP301828-N-BSLF-LF-WDV1L4	Storage	Storage, pedestal, 30L x 18D x 28 High, plus levelers. Standard base. Laminate, full back. Full height laminate door. Vertical 96mm pull, grade 1. Door lock.
2	PRSH721515-1SS-LFLFLW-LFLF-NTW0G0V1LDT0A0	Storage	Storage, hutch, 72L x 15D x 15 High, not incl. opt. top. 15 in. bin height. Full laminate leg left, full laminate leg right. Wall mount back. Laminate left door, laminate right door. No Top. Vertical 96mm door pull, grade 1. Non locking.



**QUOTE:** 437657-3  
**NOTES:**

**TAG:** NL LIBRARY - WORK DESK 002

**PRODUCT:** Premiere

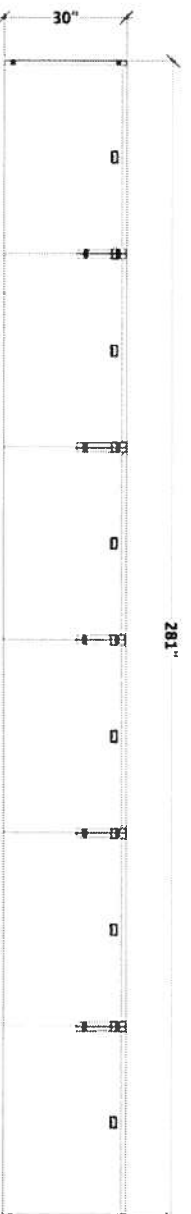
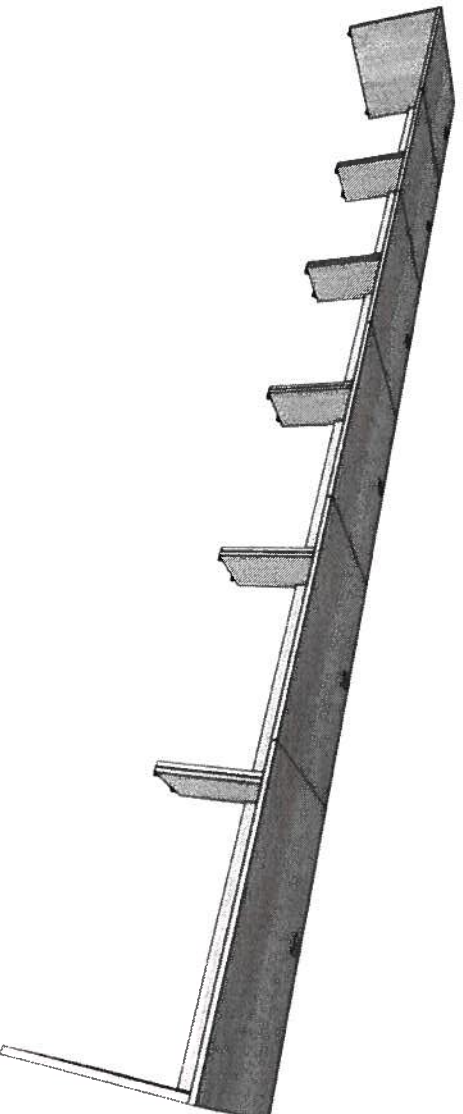
**DRAWN BY:** Regimbal, Jane





437657-3 NL LIBRARY - WORK DESK 002

QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	PRDS652430-LFLFL2-SEWCWOP0ST	Desk	Desk, shell 65L x 24D x 30H. Laminate full leg left. Laminate full leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered. no grommets in modesty. No power center. Standard cable management.
1	PRSP161828-N-BSLF-CH-WOH1L2	Storage	Storage, pedestal, 16L x 18D x 18H, plus levelers. Standard base. Laminate, full back. File, box combo, horizontal grain. Horizontal 96mm pull, grade 1, Gang lock.



**QUOTE:** 437658-3  
**NOTES:**

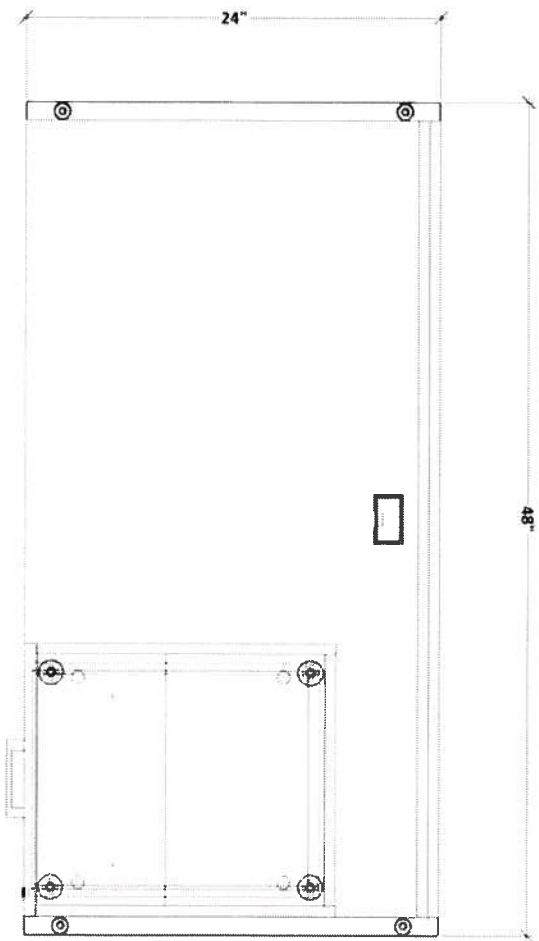
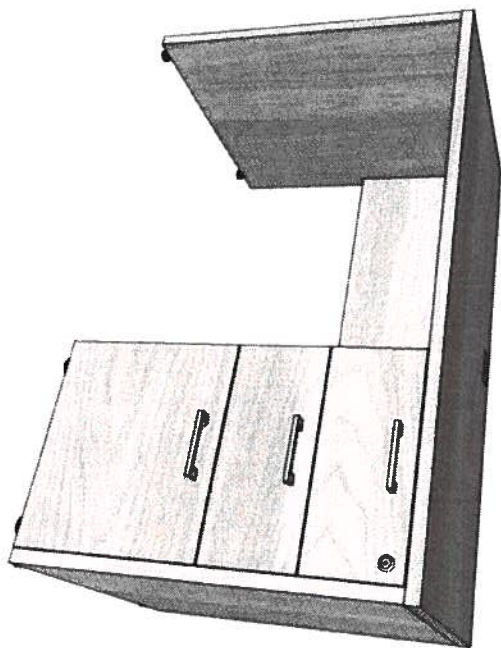
**TAG:** NL LIBRARY - COMPUTERS 103

**PRODUCT:** Premiere

**DRAWN BY:** Regimbal, Jane



437658-3		NL LIBRARY - COMPUTERS 103	
QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	PRDS473030-LFLRL2-SEWCW0POST	Desk	Desk, shell, 47L x 30D x 30H. Laminate full leg left. Laminate recessed leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered. no grommets in modesty. No power center. Standard cable management.
1	PRDS473030-LRLFL2-SEWCW0POST	Desk	Desk, shell, 47L x 30D x 30H. Laminate recessed leg left. Laminate full leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered. no grommets in modesty. No power center. Standard cable management.
4	PRDS473030-LRLRL2-SEWCW0POST	Desk	Desk, shell, 47L x 30D x 30H. Laminate recessed leg left. Laminate recessed leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered. no grommets in modesty. No power center. Standard cable management.



QUOTE: 437660-3  
NOTES:

TAG: NL LIBRARY - DESK 118

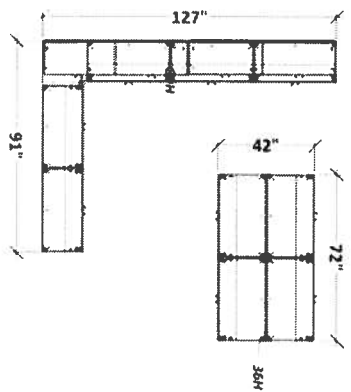
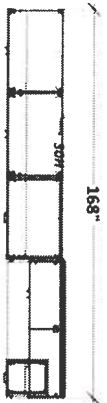
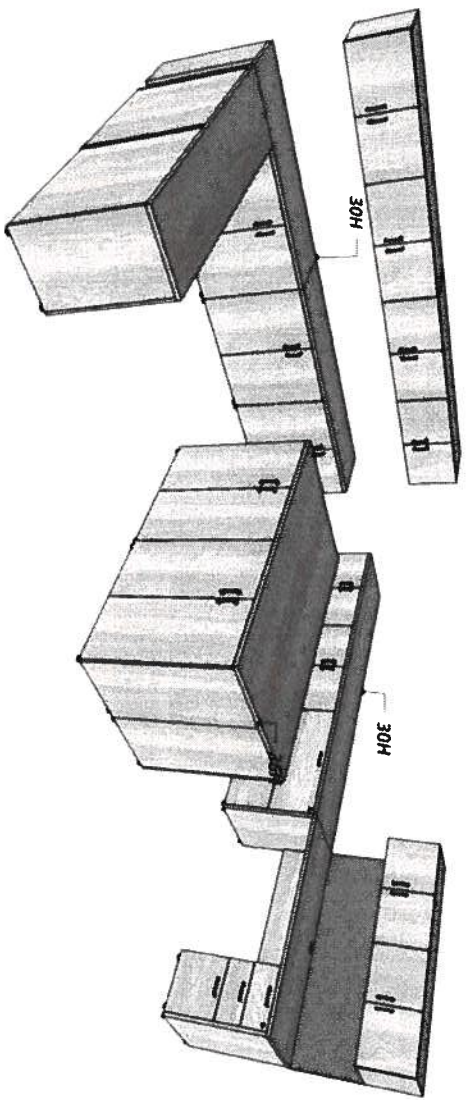
PRODUCT: Premiere

DRAWN BY: Reginbal, Jane



437660-3 NL LIBRARY - DESK 118

QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	PRDS482430-LF1L2-SEWCW0POST	Desk	Desk, shell, 48L x 24D x 30H. Laminate full leg left. Laminate full leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered. no grommets in modesty. No power center. Standard cable management.
1	PRSP161828-NBSLF-CH-W0H1L2	Storage	Storage, pedestal, 16L x 18D x 28 High, plus levelers. Standard base. Laminate full back. File, box combo, horizontal grain. Horizontal 96mm pull, grade 1. Gang lock.



QUOTE: 437665-3  
NOTES:

TAG: NL LIBRARY - WORK AREA 114

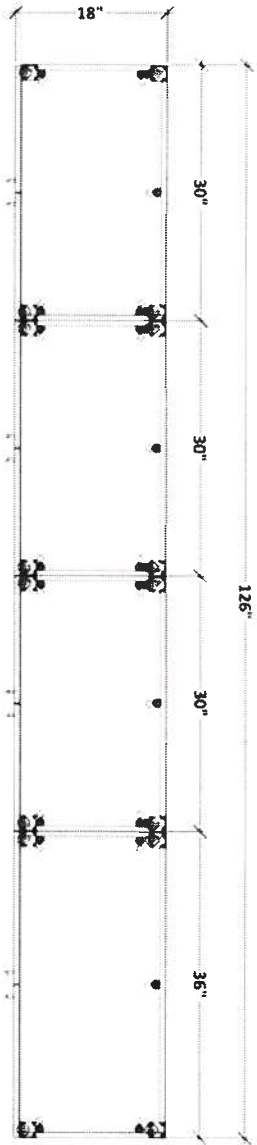
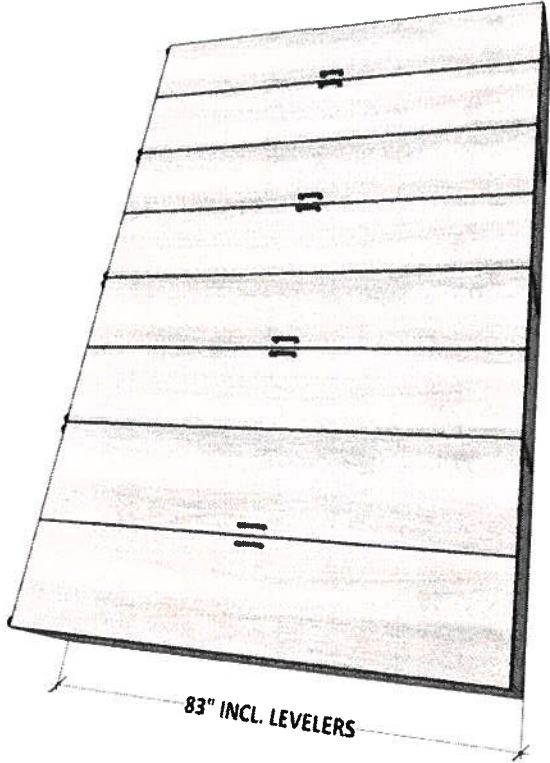
PRODUCT: Premiere

DRAWN BY: Reginbal, Jane



# NL Library

437665-3	NL LIBRARY - WORK AREA 114		
QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	PRMW602020-1F00-G2	Accessory	Accessory, Bulletin board, wall mounted, 60 L x 20 H, 20 high lower section. Fabric tackboard, no upper panel. Grade 2 fabric.
1	PRDS602430-LFLFL2-SEWCWOP0ST	Desk	Desk, shell, 60L x 24D x 30H. Laminate full leg left. Laminate full leg right. 14 in. laminate modesty panel. Standard edge. Grommet centered, no grommets in modesty. No power center. Standard cable management.
5	PRSC361828-N-BSLF-LF-NTW0V1L0	Storage	Storage, credenza, 36L x 18D x 28 high, plus levelers, not incl. opt. top. Base with levelers. Full laminate back. Full height laminate door, shelves every 14 in. No Top. Vertical 96mm pull, grade 1. Non locking. May require counterweight or attach to wall.
4	PRSC362135-N-BSLF-LF-NTW0V1L0	Storage	Storage, credenza, 36L x 21D x 35 high, plus levelers, not incl. opt. top. Base with levelers. Full laminate back. Full height laminate door, shelves every 14 in. No Top. Vertical 96mm pull, grade 1. Non locking. May require counterweight or attach to wall.
1	PRSC362428-N-BSLF-FH-NTW0V1L3	Storage	Storage, credenza, 36L x 24D x 28 high, plus levelers, not incl. opt. top. Base with levelers. Full laminate back. File drawers, horizontal grain. No Top. Vertical 96mm pull, grade 1. Interlock, locking.
2	PRSC362428-N-BSLF-LF-NTW0V1L0	Storage	Storage, credenza, 36L x 24D x 28 high, plus levelers, not incl. opt. top. Base with levelers. Full laminate back. Full height laminate door, shelves every 14 in. No Top. Vertical 96mm pull, grade 1. Non locking. May require counterweight or attach to wall.
1	PRSH601515-15S-LFLFLW-LFLF-NTW0G0V1L0T0A0	Storage	Storage, hutch, 60L x 15D x 15 high, not incl. opt. top. 15 in. bin height. Full laminate leg left. Full laminate leg right. Wall mount back. Laminate left door. Laminate right door. No Top. Vertical 96mm door pull, grade 1. Non locking.
1	PRSP161828-N-BSLF-CH-W0H1L2	Storage	Storage, pedestal, 16L x 18D x 28 high, plus levelers. Standard base. Laminate, full back. File, box combo, horizontal grain. Horizontal 96mm pull, grade 1. Gang lock.
1	PRWR140118-L0-SEW0	Worksurface	Worksurface, rectangular, 55 1/4 L x 18D. No modesty. Standard edge. No grommet.
1	PRWR7218-L0-SEW0	Worksurface	Worksurface, rectangular, 72L x 18D. No modesty. Standard edge. No grommet.
1	PRWR7242-L0-SEW0	Worksurface	Worksurface, rectangular, 72L x 42D. No modesty. Standard edge. No grommet.
1	PRWR10824-L0-SEW0	Worksurface	Worksurface, rectangular, 108L x 24D. No modesty. Standard edge. No grommet.
1	PRWR185718-L0-SEW0	Worksurface	Worksurface, rectangular, 73 1/4 L x 18D. No modesty. Standard edge. No grommet.
1	GE-CF28	Storage	GENERIC STORAGE Corner Filler, for 28" high Cabinets. Includes leg levelers. Adds support to the 1" top.
1	GE-CS28	Storage	GENERIC STORAGE Back Corner Support, for 28" high cabinets. Includes leg levelers. Adds support to the 1" top.
1	PRSH631515-15S-LFLFLW-LFLF-NTW0G0V1L0T0A0	Storage	Storage, hutch, 63L x 15D x 15 high, not incl. opt. top. 15 in. bin height. Full laminate leg left. Full laminate leg right. Wall mount back. Laminate left door. Laminate right door. No Top. Vertical 96mm door pull, grade 1. Non locking.
1	PRSH641515-15S-LFLFLW-LFLF-NTW0G0V1L0T0A0	Storage	Storage, hutch, 64L x 15D x 15 high, not incl. opt. top. 15 in. bin height. Full laminate leg left. Full laminate leg right. Wall mount back. Laminate left door. Laminate right door. No Top. Vertical 96mm door pull, grade 1. Non locking.



QUOTE: 437883-4

TAG: NL Library - MEETING ROOM 104

PRODUCT: Premiere

DRAWN BY: Regimbal, Jane

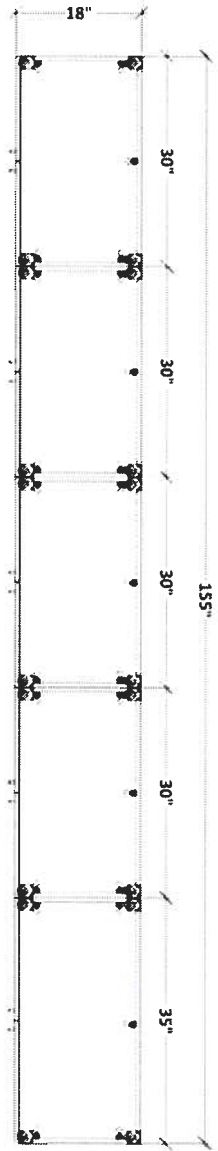
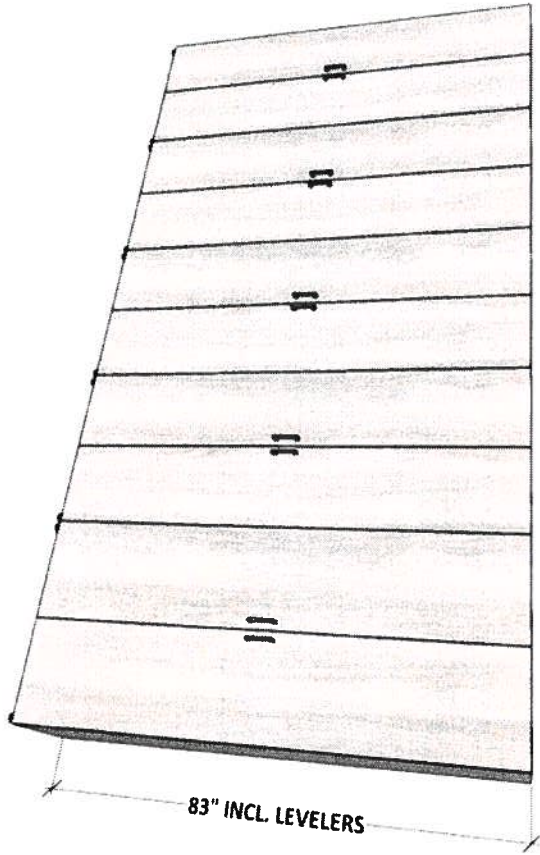
NOTES:





437883-4 NL Library - MEETING ROOM 104

QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	SP-P12765-03	Storage	Special PRSF361885-N-BSL 4-L-FOO-NTWOGOV1L0 DECREASED IN HEIGHT BY 76mm (3") TO 83" HIGH INCLUDING LEVELERS Storage, Freestanding, 36L x 18D. NO INTERIOR SHELVES. FULL HEIGHT DOORS. MUST ATTACH TO WALL AND ADJACENT UNIT. Vertical 96mm Pulls, Gr 1, No lock.
3	SP-437883-02	Storage	Special PRSF301885-N-BSL 4-L-FOO-NTWOGOV1L0 DECREASED IN HEIGHT BY 76mm (3") TO 83" HIGH INCLUDING LEVELERS Storage, Freestanding, 30L x 18D x 83high, including levelers, not incl opt top. Base with levelers. Laminate, full back 28h fixed shelf. Full height laminate door, shelves every 14 in. No Top. No gronomel.



QUOTE: 437884-4

TAG: NL Library - MULTIFUNCTION ROOM

PRODUCT: Premiere

DRAWN BY: Regimbal, Jane

NOTES:



437884-4 NL Library - MULTIFUNCTION ROOM

QTY	PART NUMBER	CATEGORY	DESCRIPTION
1	SP-437884-02	Storage	Special SP-437884-03 Special PRSF351885-N-BSL41FOO-NTW030V/11.0 DECREASED IN HEIGHT BY 76mm (3") TO 83" HIGH INCLUDING LEVELERS Storage: Freestanding 35L x 18D. Laminate full back, 28h fixed shelf Full height laminate door, shelves every 14 1
4	SP-437883-02	Storage	Special PRSF301885-N-BSL41FOO-NTW030V/11.0 DECREASED IN HEIGHT BY 76mm (3") TO 83" HIGH INCLUDING LEVELERS Storage: Freestanding 30L x 18D x 83hgh, including levelers, not incl. opt. top. Base with levelers. Laminate, full back, 28h fixed shelf. Full height laminate door, shelves every 14 in. No Top. No gronnnet.

# **The Corporation of the City of Temiskaming Shores**

## **By-law No. 2019-165**

### **Being a by-law to amend By-law No. 2015-015, as amended being a by-law to enter into an agreement with the Corporation of the City of Timmins for the provision of a Twenty-Four (24) hour Emergency Fire Call Response System**

**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** in accordance with Section 130 of the Municipal Act, 2001, Council may pass such by-laws of the municipality in matters not specifically provided for by the Act, as may be deemed expedient and not contrary to law;

**And whereas** Council adopted By-law No. 2015-015 being an agreement with the City of Timmins for the provision of an Emergency Fire Call Response System;

**And whereas** Council considered Memo No. 005-2019-PPP at the October 15, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2015-015 to extend the contract by an additional two (2) years for consideration at the September 3, 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. 2015-015, as amended be further amended by removing Article 2 Term and replacing it with the following:

#### **Term**

The term of this agreement shall be for a period of two (2) years commencing on the 1<sup>st</sup> day of January, 2020 and terminate on the 31<sup>st</sup> day of December, 2021, provided that this agreement may be terminated earlier in accordance with the provisions relating to termination set out in Paragraph 8 hererin.

2. That this by-law shall come into effective as of January 1, 2020.
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 15<sup>th</sup> day of October, 2019.

---

Mayor – Carman Kidd

---

Clerk – David B. Treen

## **The Corporation of the City of Temiskaming Shores**

### **By-law No. 2019-166**

#### **Being a By-law to enter into an Agreement between the City of Temiskaming Shores and the Municipality of Temagami for Chief Building Official and Building Inspector 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 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** the Municipal Act, 2001, Section 20(1) provides that a municipality may enter into an agreement with one or more municipalities or local bodies, as defined in Section 19, or a combination of both to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

**And whereas** Council considered Administrative Report No. CS-058-2019 at the October 15, 2019 Regular Council meeting and directed staff to prepare the necessary by-law to enter into a Shared Services Agreement with the Municipality of Temagami for consideration at the October 15, 2019 Regular Council meeting;

**And whereas** the Council of the Corporation of the City of Temiskaming Shores and the Council of the Corporation of the Municipality of Temagami wish to enter into an Agreement for the provision of the City of Temiskaming Shores providing Building Services to the Municipality of Temagami;

**Now therefore** the Council of the Corporation of the City of Temiskaming Shores enacts as follows:

1. That the Agreement between the City of Temiskaming Shores and the Municipality of Temagami for the provision of providing Building Services, as attached hereto, is hereby adopted.
2. That the Mayor and Clerk are hereby authorized to sign the Agreement on behalf of the Corporation of the City of Temiskaming Shores.
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 15<sup>th</sup> day of October, 2019.

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Mayor – Carman Kidd

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Clerk – David B. Treen



**Schedule A to**  
**By-law No. 2019-166**  
Agreement between  
**The Corporation of the City of Temiskaming Shores**  
and  
**The Municipality of Temagami**



**This agreement** made as of this 1<sup>st</sup> day of November, 2019

Between:

**The Corporation of the City of Temiskaming Shores**  
(hereinafter referred to as “the City”)

And:

**The Municipality of Temagami**  
(hereinafter referred to as “Municipality of Temagami”)

**Whereas** the City and the Municipality of Temagami wish to enter into an Agreement for the provision of the City providing Building Services (Attached as Appendix 01) to the Municipality of Temagami upon the terms and conditions set out in this Agreement pursuant to Section 3 of the Building Code Act, S.O. 1992;

**Now therefore witnesseth that** in consideration of the terms, covenants and provisions herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

#### **1. Term**

The terms of this Agreement (the “Term”) shall begin November 1<sup>st</sup>, 2019 (the “Commencement Date”) and shall continue to remain in effect for a one (1) year period ending on October 31<sup>st</sup>, 2020 unless either party terminates this Agreement by providing the other party with written notice of termination ninety (90) days prior to the effective date of termination.

#### **2. Fees**

For the term of this agreement, the fees payable to the City for the provision of providing Building Services shall be at the annual rate of fifty thousand dollars (\$50,000) plus applicable taxes (the “Fees”). The Fees shall be billed quarterly by the City.

#### **3. Qualifications and Experience**

The City will provide qualified and certified Building Inspectors who are competent in conducting plans review and inspection services required under the Ontario Building Code.

#### **4. Reporting**

The Chief Building Official (CBO) for the City of Temiskaming Shores as appointed by the Municipality of Temagami shall report directly to the Deputy Treasurer for the Municipality of Temagami.

## **5. Deadlines**

The parties hereby acknowledge that, under the OBC, all Ontario Municipalities are required to meet deadlines for responding to Building Permit Applications and are also required to complete inspections within certain timelines at different stages of construction. The Municipality of Temagami hereby agrees to provide the City with as much notice as possible, and in any event, not more than one (1) days’ notice prior to the date of any building permit application decision that must be rendered and prior to the date of building inspection deadlines.

## **6. Administration**

All administrative and inspection support services shall be completed by the Municipality of Temagami. Permit fees shall be issued, delivered and collected by the Municipality of Temagami.

The CBO and Building Inspector will be accessible by employees of the Municipality of Temagami and not the general public, unless so engaged by the CBO or Building Inspector, Monday to Friday from 8:30am to 4:30pm or after hours by telephone message or email.

## **7. Water Access**

The Municipality of Temagami is responsible for providing transportation (boat with motor and snowmobile) for the provision of providing Building Services to properties accessible only by water in accordance with the deadlines as prescribed under the OBC.

## **8. Court Proceedings**

The parties hereby acknowledge and agree that in the event that it becomes necessary to take any court action to enforce the provisions of the Building Code Act, OBC, Municipal By-laws or to respond to any action arising out of the enforcement, the Municipality of Temagami shall be responsible for any legal costs that may be incurred in undertaking or responding to the proceeding.

## **9. Indemnity**

The Municipality of Temagami agrees that it shall, at all times, indemnify and save harmless the City of Temiskaming Shores, its officers, employees and agents from and against all claims, demands, losses, costs, damages, actions, suits or other proceedings made, sustained, brought or prosecuted that are based upon, or caused in any way by anything done or omitted to be done by the City of Temiskaming Shores or any of its officers, directors, employees or agents in connection with services performed, purportedly performed or required to be performed by the City of Temiskaming Shores.

## **10. Insurance**

The Municipality of Temagami shall obtain and maintain throughout the term of this

Agreement such insurance coverage as may be reasonably requested by the City including but not limited to:

- a) Comprehensive general liability insurance with limit of not less than five million (\$5,000,000.00) dollars per occurrence for bodily injury and/or property damage. The policy coverage must include personal injury, including harassment, discrimination, blanket contractual liability with cross-liability and severability of interest clauses;
- b) Professional liability and errors and omissions insurance in the amount of not less than one million (\$1,000,000.00) dollars;
- c) Property damage insurance against loss or damage by perils of “all risks” to the extent available and generally obtainable from time to time;

This required insurance coverage shall name the City as an additional insured. The Municipality of Temagami shall provide Certificates of Insurance showing compliance with this provision within thirty (30) days upon signing of this Agreement.

The required insurance coverage will not be cancelled or altered without thirty (30) days advance written notice to the City, unless otherwise required by law.

#### **11. Workplace Safety Insurance Board Insurance**

The Municipality of Temagami must be certified and in good standing with the Workers Compensation Board. The Municipality of Temagami agrees to submit to the City, a Clearance Certificate from the Workplace Safety and Insurance Board (WSIB) of Ontario.

Workplace Safety Insurance Act coverage, assessments or reports are the exclusive responsibility of the Municipality of Temagami.

#### **12. Records**

All records and information received the City for the purpose of providing the Building Services shall remain the property of the Municipality of Temagami and shall not be divulged or revealed to third parties. Such records and information shall, upon termination of this Agreement, be returned to the Municipality of Temagami.

#### **13. Consequence of Termination**

In the event of termination of this Agreement for any reason:

- a) The City shall return to the Municipality of Temagami all records obtained by the City in connection with the performance of the Building Services, subject to the right of the City to retain copies of the said records for its own files; and
- b) There shall be a reconciliation of all amounts due and owing to the City for the Building Services as of the date of termination.

#### **14. Notice**

Any notice to be given pursuant to this Agreement shall be in writing and signed by the person giving such notice. Any notice, offer, payment, certificate or other communication required or desired to be given in connection with this Agreement may be delivered personally or may be sent by pre-paid registered post, e-mail or facsimile transmission addressed to:

**If to the City, at:**

The Corporation of the City of Temiskaming Shores  
325 Farr Drive  
P.O. Box 2050  
Haileybury, ON  
P0J 1K0  
Attention: Clayton Seymour  
[cseymour@temiskamingshores.ca](mailto:cseymour@temiskamingshores.ca)  
(705) 672-3363 Extension: 4134

**If to the Municipality of Temagami, at:**

The Corporation of the Municipality of Temagami  
7 Lakeshore Drive  
P.O. Box 220  
Temagami, ON  
P0H 2H0  
Attention: Sabrina Pandolfo  
[projects@temagami.ca](mailto:projects@temagami.ca)  
(705) 569-3421

And, any notice so delivered personally, by facsimile or by e-mail shall be deemed to have been received at the time of delivery, and any notice so mailed shall be deemed to have been effectively given and received on the fourth business day following and exclusive of the postmarked date thereof. Any party hereto may change his or its address for the purpose of this paragraph by giving notice of such change of address to the other parties hereto in the manner provided in this section.

**15. Force Majeure**

The City shall not be responsible for delays or any failure in the performance of their obligations under this Agreement resulting from acts of God, strikes, labour disturbances, illness, inclement weather or other emergencies and causes beyond the control of the City hereto.

**16. Assignment**

Neither party shall assign or transfer this Agreement.

## **17. Governing Law**

This Agreement shall be governed by the law of the Province of Ontario.

## **18. Extension, Modification and Renewal**

This Agreement may be amended or modified from time to time within the enforcement

duties as described in the OBC. It shall not be amended or modified to include duties that are not prescribed within the OBC unless written consent from the City has been acknowledged. The course of dealing or of performance does not affect the waiver or modification of this Agreement unless adopted by the Council of the City of Temiskaming Shores and the Municipality of Temagami.

This Agreement shall expire one (1) year from its Commencement Date at which time a review of the Agreement by each party shall be undertaken. A By-law may be passed at the Council of each party to renew the Agreement once review has taken place.

## **19. Severability**

If any term, covenant or provision of this Agreement or the application thereof to either party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement or the application of such term, covenant or provision to the other party or circumstances other than those to which it is held invalid or unenforceable shall not be affected thereby and each term, covenant or provision of this Agreement shall be valid and enforceable to the fullest extent of the law.

## **20. Binding effect**

This Agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

**Remainder of Page left blank intentionally**

**In witness whereof** the Party of the First Part has hereunto affixed its corporate seal attested by the hands of its duly authorized officers, and the Party of the Second Part has hereunto set its hand and seal by execution under seal by each and every individual comprising the Party of the Second Part.

Signed and Sealed in  
the presence of

**Municipality of Temagami**

\_\_\_\_\_  
Mayor - Dan O'Mara

\_\_\_\_\_  
Clerk – Susie Fournier

Municipal Seal

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen

**Appendix 01 to**  
**By-law 2019-166**  
Building Services

1. Review plans, drawings, applications and specifications to determine whether the proposed construction of the building complies with the OBC;
2. Liaise with architects and engineers to ensure the OBC requirements are addressed in the design and engineering plans;
3. Review amended plans to ensure compliance with the requirements of the OBC;
4. Whenever possible, plans examination services is to be carried-out in the Municipal Office in the City of Temiskaming Shores;
5. Review other materials to determine whether the proposed construction of the building complies with the OBC;
6. Issue Change of Use Permits;
7. Renovation Permits;
8. Issue Plumbing Permits;
9. Issue Building Permits;
10. Issue Stop Work Orders;
11. Issue Orders;
12. Issue Occupancy Permits;
13. Prepare the Building Annual Report;
14. Conduct inspections of the construction of all buildings at all phases of construction required under the OBC or the Regulations there under;
15. Issue Inspection Reports; and
16. Perform or recommend the performance of such other functions as may be required under the OBC or the regulations relating thereto.

**The Corporation of the City of Temiskaming Shores**  
**By-law No. 2019-167**  
**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 October 15, 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 **October 15, 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 15<sup>th</sup> day of October, 2019.

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Mayor – Carman Kidd

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Clerk – David B. Treen