



**The Corporation of the City of Temiskaming Shores**  
**Regular Meeting of Council**  
**Tuesday, November 1, 2022 – 6:00 p.m.**  
**City Hall – Council Chambers – 325 Farr Drive**

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**Agenda**

**Land Acknowledgement**

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

**Draft Resolution**

Moved by: Councillor

Seconded by: Councillor

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 Resolution*

Moved by: Councillor

Seconded by: Councillor

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

- a) Regular Meeting of Council – October 18, 2022

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

**8. Question and Answer Period**

**9. Presentations / Delegations**

**10. Communications**

- a) Sheila Randall, Secretary, Earleton-Timiskaming Airport

**Re:** July 2022 and August 2022 Financial Statements

**Reference:** Received for Information

*Draft Resolution*

Moved by: Councillor

Seconded by: Councillor

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

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

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

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

- a) Minutes of the Earleton-Timiskaming Airport meeting held July 21, 2022 and September 22, 2022;
- b) Minutes of the Committee of Adjustment meeting held on September 28, 2022; and
- c) Minutes of the Temiskaming Shores Public Library Board meeting held on September 28, 2022

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

None

**13. Reports by Members of Council**

**14. Notice of Motions**

**15. New Business**

**a) January – September 2022 Year-to-date Capital Financial Report**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

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

**b) Memo No. 044-2022-CS – City Hall Holiday Hours**Draft ResolutionDraft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Timiskaming Shores acknowledges receipt of Memo No. 044-2022-CS; and

That Council approves the following City Hall operating schedule during the 2022 holiday season:

Friday, December 23, 2022	Normal hours of operation
Monday, December 26, 2022	Closed (Statutory Holiday)
Tuesday, December 27, 2022	Closed (Statutory Holiday)
Wednesday, December 28, 2022	Closed
Thursday, December 29, 2022	Closed
Friday, December 30, 2022	Closed
Monday, January 2, 2023	Closed (Statutory Holiday)

**c) Memo No. 045-2022-CS – Sale of Portion of Andrews Street**Draft Resolution

Moved by: Councillor

Seconded by: Councillor

That Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 045-2022-CS; and

That Council directs staff to prepare to proceed with the disposition of a portion of Andrews Street to Edward Lavallee for \$2,500 plus all other associated costs relating to disposition.

**d) Administrative Report No. CS-043-2022 - Social Media Policy**Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-043-2022; and

That Council directs staff to prepare the necessary by-law to adopt a Social Media Policy for consideration at the November 1, 2022 regular Council meeting.

**e) Administrative Report No. CS-044-2022: Temiskaming Shores Seniors' Housing Corporation – Tax Rebate Agreement**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-044-2022 for information purpose; and

That Council authorizes staff to prepare the necessary by-law to enter into a Tax Rebate Agreement with the Temiskaming Shores Seniors' Housing Corporation for Council's consideration at the November 1<sup>st</sup>, 2022 Regular Council meeting

**f) Memo No. 012-2022-PW: Amendment to By-law No. 2021-122 Call2Recycle Agreement**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

That Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 012-2022-PW; and

That Council directs staff to prepare the necessary by-law to amend By-Law 2021-122; agreement with Call2Recycle for the acceptance of recycled single-use and rechargeable batteries; to amend the associated fee schedule to permit a unilateral increase upon written notice, for consideration at the November 1, 2022, Regular Council meeting.

**g) Administrative Report No. PW-029-2022: Award – Engineering Services Transportation Study**

*Draft Resolution*

Moved by: Councillor

Seconded by: Councillor

That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No.PW-029-2022; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with TYLin International Ltd. for the purpose of completing a Transportation Study in City's downtown cores in the amount of \$59,771.00, plus applicable taxes, for consideration at the November 1, 2022, Regular Council meeting.

**16. By-laws**

*Draft Resolution*

Moved by: Councillor

Seconded by: Councillor

Be it resolved that:

- |                     |  |
|---------------------|--|
| By-law No. 2022-160 | Being a by-law of the Corporation of the City of Temiskaming Shores to authorize the borrowing upon serial debentures in the principal amount of \$596,342.36 to be applied towards the cost the Fire Rescue Van and Dump Truck contained in the approved Fleet Replacement Plan |
| By-law No. 2022-161 | Being a by-law to adopt a Social Media Policy for the City of Temiskaming Shores   |
| By-law No. 2022-162 | Being a by-law to enter into a Tax Rebate Agreement with the Temiskaming Shores Seniors' Housing Corporation   |
| By-Law No 2022-163  | Being a by-law to amend By-Law 2021-122, agreement with Call2Recycle Canada, Inc. for the acceptance of recycled single-use and rechargeable batteries collected within the City of Temiskaming Shores   |

By-Law No 2022-164      Being a by-law to enter into an agreement with TYLin International Ltd. for the purpose of completing a Transportation Study in the City's downtown cores

be hereby introduced and given first and second reading.

**Draft Resolution**

Moved by:            Councillor

Seconded by:    Councillor

Be it resolved that:

By-law No. 2022-160  
By-law No. 2022-161  
By-law No. 2022-162  
By-law No. 2022-163; and  
By-law No. 2022-164

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)      Inaugural Meeting of Council – Monday, November 21, 2022 at 6:00 p.m.
- b)      Regular Meeting of Council - December 6, 2022 at 6:00 p.m.

**18. Question and Answer Period**

**19. Closed Session**

**20. Confirming By-law**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that By-law No. **2022-165** 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 **November 1, 2022** be hereby introduced and given first and second reading.

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that By-law No. **2022-165** be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

**21. Adjournment**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council hereby adjourns its meeting at \_\_\_\_\_ p.m.

*Please stay following the meeting for a social gathering to commemorate the ending of the current term of Council.*





**The Corporation of the City of Temiskaming Shores**  
**Regular Meeting of Council**  
**Tuesday, October 18, 2022 – 6:00 p.m.**  
**City Hall – Council Chambers – 325 Farr Drive**

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**Minutes**

**Land Acknowledgement**

Mayor Kidd began the meeting by observing the following Land Acknowledgement:

We acknowledge that we live, work and gather on the traditional and unceded Territory of the Algonquin People, specifically the Timiskaming First Nation.

We recognize the presence of the Timiskaming First Nation in our community since time immemorial and honour their long history of welcoming many Nations to this beautiful territory and uphold and uplift their voice and values.

**1. Call to Order**

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

**2. Roll Call**

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

Present: Amy Vickery, City Manager  
Kelly Conlin, Municipal Clerk  
Shelly Zubycck, Director of Corporate Services  
Steve Burnett, Manager of Environmental Services  
Matt Bahm, Director of Recreation  
Jennifer Pye, Planner

Regrets: 0

Media: 1

Members of the Public: 3

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

**4. Approval of Agenda**

*Resolution No. 2022-420*

Moved by: Councillor Jelly

Seconded by: Councillor Foley

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

**Carried**

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

None

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

*Resolution No. 2022-421*

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

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

a) Regular Meeting of Council – October 4, 2022

**Carried**

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

**8. Question and Answer Period**

**9. Presentations / Delegations**

**10. Communications**

- a) Reynald Rivard, Secretary, Timiskaming Municipal Association

**Re:** Resolution for Support from the Town of Latchford- Water Management Plan – Montreal River, 2022-09-27

**Reference:** Received for Information

**Resolution No. 2022-422**

Moved by: Councillor Foley

Seconded by: Councillor Hewitt

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

**Carried**

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

**Resolution No. 2022-423**

Moved by: Councillor Laferriere

Seconded by: Councillor Foley

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

- a) Minutes of the Climate Change Committee meeting held on August 18, 2022;
- b) Minutes of the Temiskaming Shores Accessibility Advisory Committee held on September 21, 2022;
- c) Minutes of the Temiskaming Transit Committee held on September 28 and October 5, 2022; and
- d) Minutes of the Recreation Committee held on September 12, 2022

**Carried**

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

Resolution No. 2022-424

Moved by: Councillor Jelly

Seconded by: Councillor Laferriere

Be it resolved that the following minutes be accepted for information

- a) Minutes of the Public Works Committee meeting held on September 22, 2022;
- b) Minutes of the Building Maintenance Committee meeting held on September 22, 2022
- c) Minutes of the Corporate Services Committee held on September 22, 2022;
- d) Minutes of the Protection to Persons and Property Committee meeting held on September 22, 2022; and
- e) Minutes of the Corporate Services Audit Committee meeting held on September 30, 2022

**Carried**

**13. Reports by Members of Council**

Councillor Mike McArthur, Chair of the Temiskaming Transit Committee provided Council with an update in regards to the Temiskaming Transit system and a recently released Request for Proposal.

Councillor Jelly informed Council of the passing of Mr. Roy Nightingale, the last WWII veteran within the Legion Branch 33.

Councillor Jelly reported on his attendance at the last Police Services Board meeting and the OAPBS Zone meeting recently held in Temagami. Doug has been part of the Police Services Board for approximately 12 years and the Ontario Association of Police Services Board for 8 years.

Councillor Whalen informed Council that the situation with *One-Call* and people and businesses waiting weeks for locates is being reviewed by upper levels of government within the province.

Mayor Kidd made a parting statement regarding achievements made by Council during his time as Mayor. Mayor Kidd provided a summary of completed projects

and projects that are currently underway. Mayor Kidd also expressed regret in regards to the handling of the Animal Control Contract.

**14. Notice of Motions**

None

**15. New Business**

**a) Memo No. CS-043-2022 – Deeming By-Law for Leveille – 864512 Uno Park Road**

**Resolution No. 2022-425**

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

Whereas the owner of 884512 Uno Park Road would like to merge lots on title through the adoption of a deeming by-law in compliance with the Planning Act in order to create one property with one Roll number; and

Whereas the owners have acknowledged that registration of the pending deeming by-law on title will be at their expense.

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby directs staff to prepare the necessary by-law to deem PLAN M104NB BLK A LOTS 13 TO 15 PT LOTS 12 17 TO 20 PCL 22945 SST PCL 22946 SST to no longer be Lots on a Plan of Subdivision; and

Further that Council hereby directs staff to prepare the necessary deeming by-law for consideration at the October 18, 2022 Regular Council meeting.

**Carried**

**b) Administrative Report No. CS-042-2022 - Site Plan Agreement: Haileybury Schoolhouse Lofts**

**Resolution No. 2022-426**

Moved by: Councillor Whalen

Seconded by: Councillor Foley

That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-042-2022; and

That Council directs staff to prepare the necessary by-law to enter into a Site Plan Agreement with Haileybury School House Lofts for the property at 333 Rorke Avenue for consideration at the October 18, 2022 Regular Council meeting.

**Carried**

**c) Administrative Report No. PW-028-2022: 2022-2023 Winter Operations Plan**

Resolution No. 2022-427

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-028-2022;

That Council directs Staff to prepare the necessary by-law, for the implementation of the 2022 – 2023 Winter Operations Plan, for consideration at the October 18, 2022 Regular Council meeting and;

That Council directs the Manager of Transportation Services to advise staff in the Public Works Department, in writing, of the intent to commence the Winter Operations Schedule on or about Sunday, November 6th, 2022 and conclude on or about Friday, April 7<sup>th</sup>, 2023.

**Carried**

**16. By-laws**

Resolution No. 2022-428

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

Be it resolved that:

By-law No. 2022-156      Being a by-law to designate any plan of subdivision, or part thereof, that has been registered for eight years or more, which shall be deemed as not a registered plan of subdivision for 864512 Uno Park Road

By-law No. 2022-157      Being a by-law to authorize the execution of a Site Plan Control Agreement with Haileybury School House Lofts for 333 Rorke Avenue

By-law No. 2022-158      Being a by-law to adopt the 2022-2023 Winter Operations Plan for the City of Temiskaming Shores

be hereby introduced and given first and second reading.

**Carried**

Resolution No. 2022-429

Moved by:            Councillor Laferriere

Seconded by:      Councillor McArthur

Be it resolved that:

By-law No. 2022-156

By-law No. 2022-157; and

By-law No. 2022-158

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

**Carried**

**17. Schedule of Council Meetings**

a)            **Final Regular Meeting – Tuesday, November 1, 2022 at 6:00 p.m.**

b)            Inaugural Meeting of Council – Monday, November 21, 2022 at 6:00 p.m.

**18. Question and Answer Period**

Mr. Ray Lafleur, Resident; Thanked Council for their work over the past 8 years. He also wanted to bring to our attention, an area requiring patch repair on the trail from North Cobalt to Morrisette Drive; and an obstruction impeding the intersection at Morrisette and Georgina. The City's Manager of Transportation Services will investigate. He also requested that something be done about the old shuffle board area at Farr Park as it is no longer in use. The City's Director of Recreation will investigate. Mr. Lafleur also wanted to state his appreciation for the On-Line Voting option for the 2022 Municipal Election.

Mr. Robert Ritchie, Resident; Thanked Council for their years of service and for keeping Bucke Park as a City-owned asset.

**19. Closed Session**

None

**20. Confirming By-law**

**Resolution 2022-430**

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

Be it resolved that By-law No. **2022-159** 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 18, 2022** be hereby introduced and given first and second reading.

**Carried**

**Resolution No. 2022-431**

Moved by: Councillor Foley

Seconded by: Councillor Hewitt

Be it resolved that By-law No. **2022-159** be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

**Carried**

**21. Adjournment**

**Resolution No. 2022-432**

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that Council hereby adjourns its meeting at 6:28 p.m.

**Carried**

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Mayor

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Clerk



# EARLTON-TIMISKAMING REGIONAL AIRPORT JULY 2022

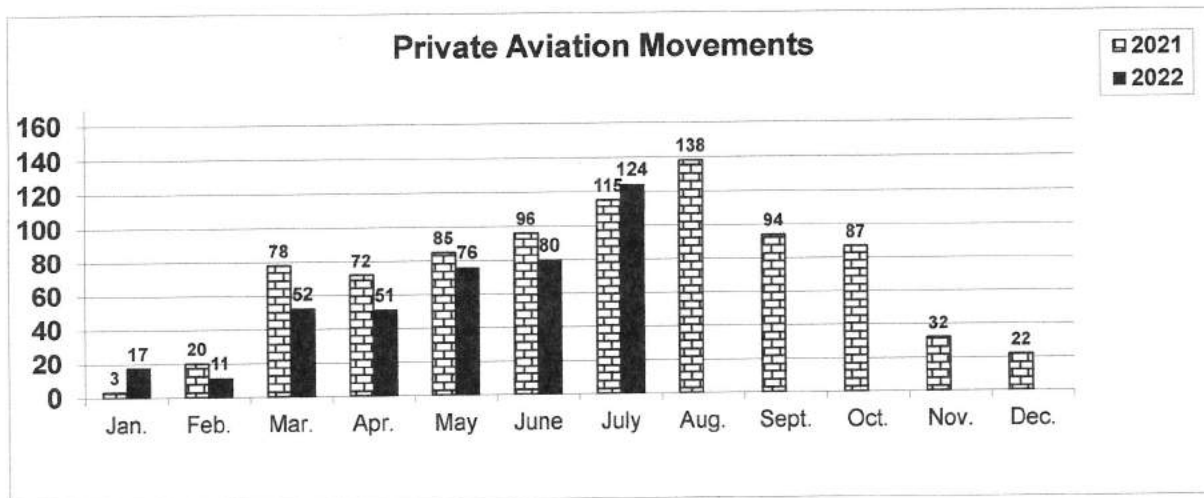
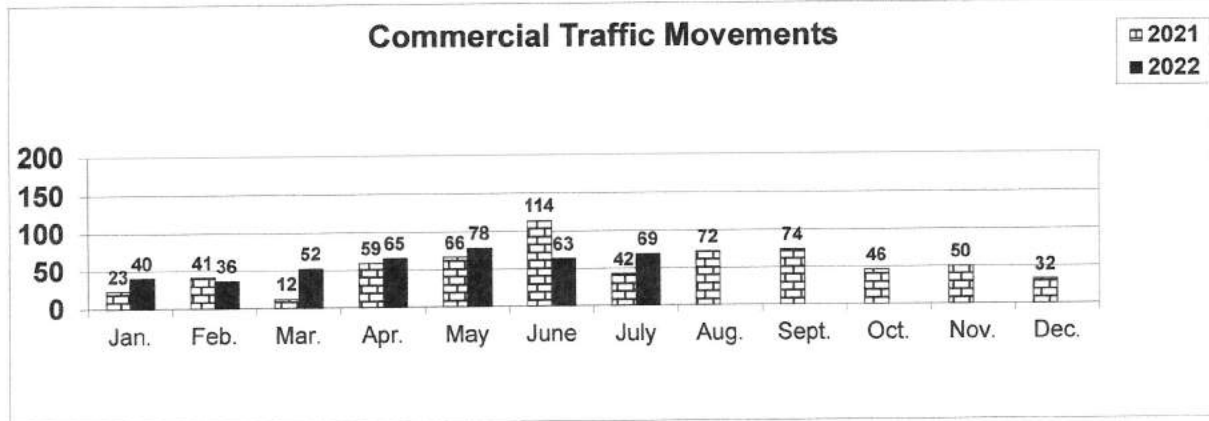
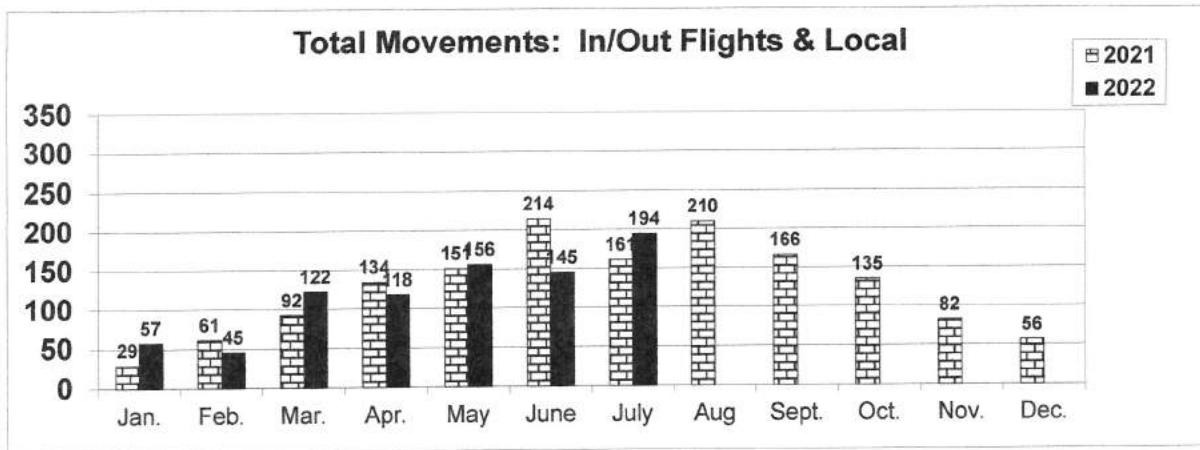
<b><u>REVENUE</u></b>	<b><u>ACTUAL</u></b>	<b><u>YTD</u></b>
Fuel	\$30,162	\$115,787
FedNor		\$912,500
Operations	\$18,900	\$207,678
	<hr/>	<hr/>
	\$49,062	\$1,235,965

<b><u>EXPENSES</u></b>		
Fuel	\$0	\$114,400
Operations	\$20,428	\$145,548
	<hr/>	<hr/>
	\$20,428	\$259,948

<b><u>NET PROFIT/LOSS</u></b>		
Fuel	\$30,162	\$1,387
Operations	-\$1,528	\$974,630
Capital Expenses		-\$195,000
	<hr/>	<hr/>
	\$28,634	\$781,017

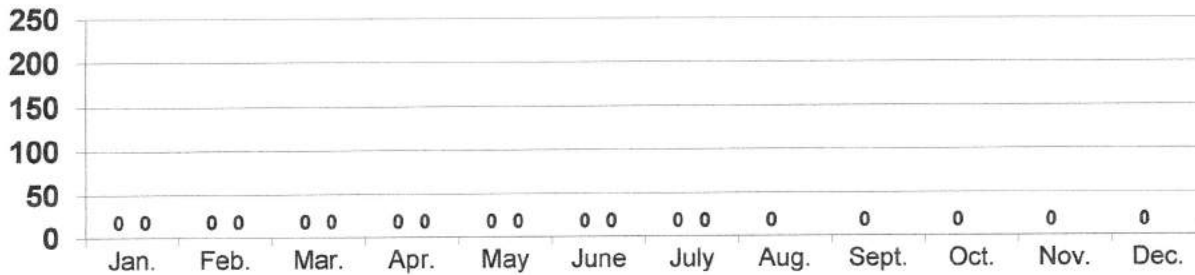
<b><u>FUEL INVENTORY - JET A1</u></b>	\$	27,785
<b><u>FUEL INVENTORY - AVGAS</u></b>	\$	19,972
<b><u>FUEL INVENTORY - DIESEL</u></b>	\$	4,964

## ANNUAL AIRCRAFT MOVEMENTS



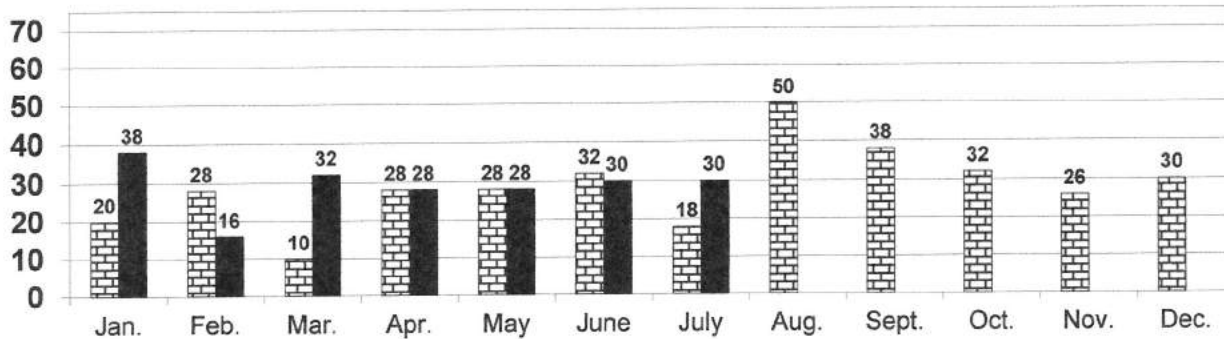
### Air Carriers Movements

2021  
2022



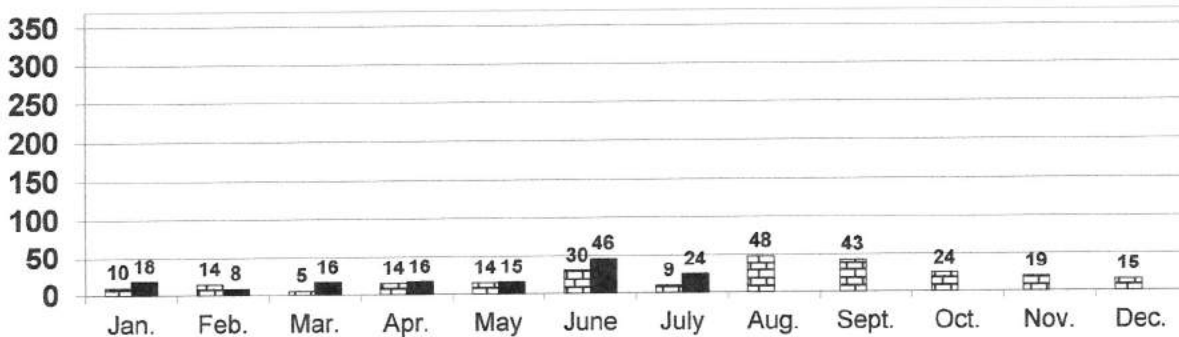
### Air Ambulance Movements

2021  
2022



### # Pgrs. via Air Charter

2021  
2022



**Community Contribution Summary**  
**2022 Sharing Contribution**  
**Per Capita Contribution - \$9.33**

<u>Community</u>	<u>Population</u>	<u>Contribution</u>	<u>Paid</u>
Armstrong	1166	\$10,879	\$10,879.00
Casey	368	\$3,433	\$3,433.00
Chamberlain	332	\$3,098	\$1,549.00
Charlton and Dack	686	\$6,400	\$3,200.00
Coleman	595	\$5,551	\$5,551.00
Englehart	1479	\$13,799	\$13,799.00
Evanturel	449	\$4,189	
Harley	551	\$5,141	\$5,141.00
Hilliard	223	\$2,081	\$1,040.50
Hudson	503	\$4,693	\$4,693.00
Temiskaming Shores	9920	\$92,554	\$92,554.00
Thornloe	112	\$1,045	\$1,045.00
<b>Total Contributions</b>	<b>16384</b>	<b>\$152,863</b>	<b>\$142,884.50</b>

**Donation**

Kerns	358	\$3,340	
<b>Total Contributions</b>		<b>\$156,203</b>	<b>\$142,885</b>

As of Aug. 9, 2022

# EARLTON-TIMISKAMING REGIONAL AIRPORT AUGUST 2022

## REVENUE

	<u>ACTUAL</u>	<u>YTD</u>
Fuel	\$25,677	\$141,465
FedNor		\$912,500
Operations	\$5,489	\$213,166
	<hr/>	<hr/>
	\$31,166	\$1,267,131

## EXPENSES

Fuel	\$0	\$114,400
Operations	\$25,890	\$171,414
	<hr/>	<hr/>
	\$25,890	\$285,814

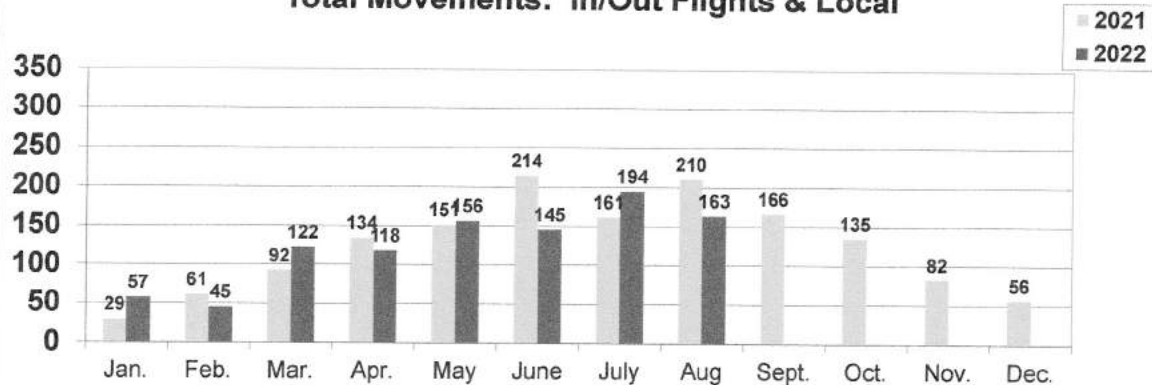
## NET PROFIT/LOSS

Fuel	\$25,677	\$27,065
Operations	-\$20,401	\$954,252
Capital Expenses		-\$195,000
	<hr/>	<hr/>
	\$5,276	\$786,317

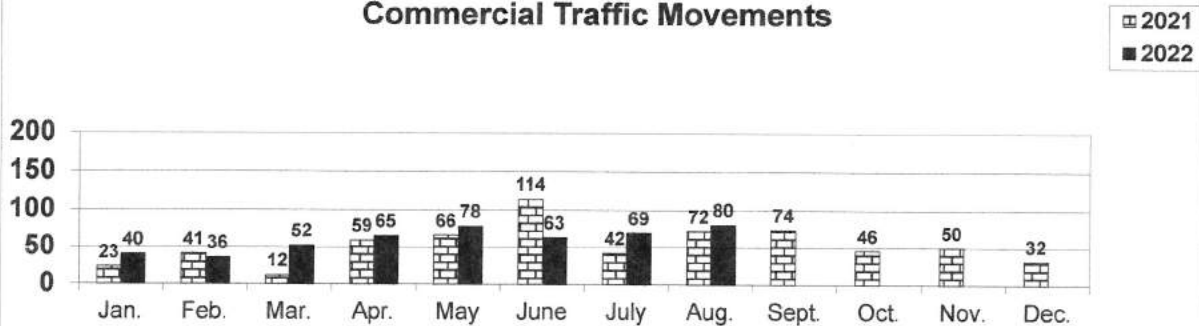
<u>FUEL INVENTORY - JET A1</u>	\$	12,208
<u>FUEL INVENTORY - AVGAS</u>	\$	8,929
<u>FUEL INVENTORY - DIESEL</u>	\$	3,987

## ANNUAL AIRCRAFT MOVEMENTS

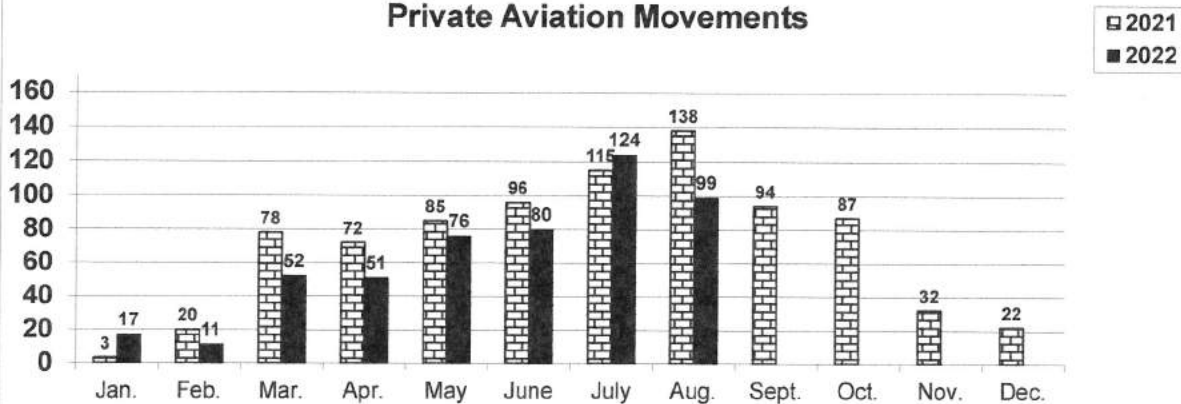
### Total Movements: In/Out Flights & Local



### Commercial Traffic Movements

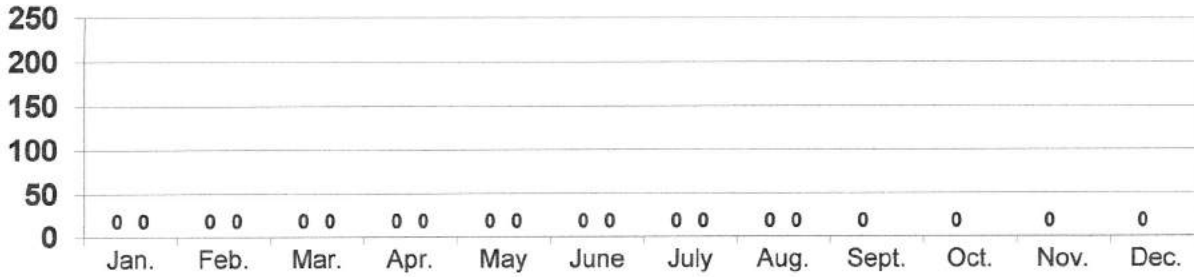


### Private Aviation Movements



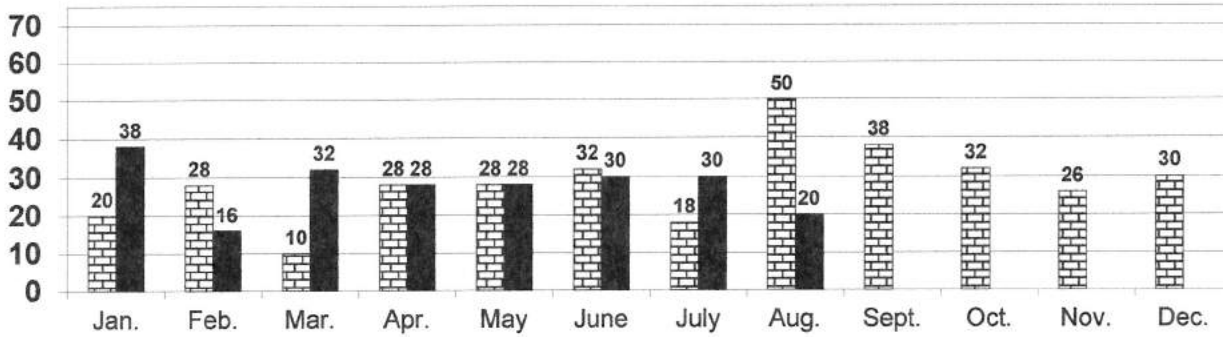
### Air Carriers Movements

2021  
2022



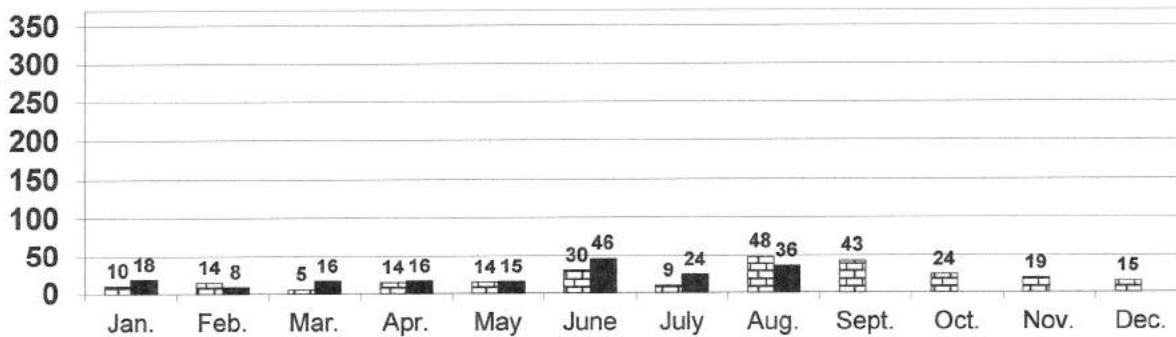
### Air Ambulance Movements

2021  
2022



### # Pgrs. via Air Charter

2021  
2022



**Community Contribution Summary**  
**2022 Sharing Contribution**  
**Per Capita Contribution - \$9.33**

<u>Community</u>	<u>Population</u>	<u>Contribution</u>	<u>Paid</u>
Armstrong	1166	\$10,879	\$10,879.00
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Thornloe	112	\$1,045	\$1,045.00
<b>Total Contributions</b>	<b>16384</b>	<b>\$152,863</b>	<b>\$142,884.50</b>

**Donation**

Kerns	358	\$3,340	
<b>Total Contributions</b>		<b>\$156,203</b>	<b>\$142,885</b>

As of Sept. 9, 2022



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

Thursday, July 21, 2022  
Harley Twp. Hall, Hwy. #11  
New Liskeard, ON

**Attendance:** Carman Kidd, Doug Metson, Debbie Veerman, Kerry Stewart, Barbara Beachey,  
Pauline Archambault, Bryan McNair, Mitch Lafreniere, Jean Marc Boileau,  
Guy Labonte, Dan Cleroux, James Smith, Wyatt Jeffrey

**1. Welcome - Meeting called to order**

Moved by: Doug Metson

Seconded by: Kerry Stewart

BE IT RESOLVED THAT "the meeting of July 21, 2022, be called  
to order at 6:30 p.m."

Carried

**2. Approval of Agenda**

Moved by: Kerry Stewart

Seconded by: Doug Metson

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

Carried

**3. Approval of Minutes of Last Meeting**

Moved by: Doug Metson

Seconded by: Kerry Stewart

BE IT RESOLVED THAT "the Minutes of the Meetings held May 19, 2022,  
be adopted as presented."

Carried

**4. Business Arising from Minutes**

None

**5. Committee Reports**

**(a) Financial Report:**

Moved by: Bryan McNair

Seconded by: Jean Marc Boileau

BE IT RESOLVED THAT "the Finance Reports for the months of May and June 2022  
be adopted as presented and be attached hereto, forming part of these Minutes."

Carried

**(b) Property & Maintenance**

No Report

(c) Human Resource  
No Report

**6. Manager's Report**

Moved by: Doug Metson

Seconded by: Pauline Archambault

BE IT RESOLVED THAT "the Manager's Report for the months of May and June 2022 be adopted as presented and attached hereto forming part of these Minutes."

Carried

- James Smith also added that there is currently 1 vacant T-hangar.

**7. Chairman's Remarks/Report**

Carman is to get in touch with Norm Koch regarding the office roof.

Business Development Plan from Loomex brought forward, and was discussed under New Business.

Moved by: Pauline Archambault

Seconded by: Guy Labonte

BE IT RESOLVED THAT "the Chairman's Report be adopted as presented."

Carried

**8. New Business**

Business Development Plan

- Discussion took place regarding the Business Development Plan received from Loomex.
  - o Brochures to trade shows
  - o Charter service as an anchor tenant
  - o Follow up – face to face

Question was raised on approaching other municipalities to support the airport, and was agreed to wait until after elections this fall.

**9. Closed Session**

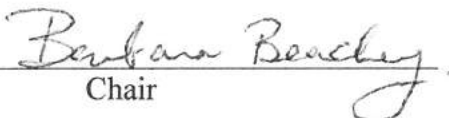
**10. Adjournment**

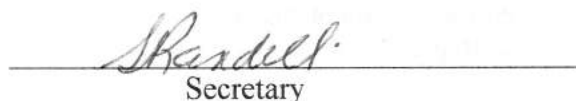
Moved by: Guy Labonte

Seconded by: Pauline Archambault

BE IT RESOLVED THAT "this meeting be adjourned at 7:34 p.m."

Carried

  
Chair

  
Secretary

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

Thursday, September 22, 2022  
Harley Twp. Hall, Hwy. #11  
New Liskeard, ON

**Attendance:** Barbara Beachey, Kerry Stewart, Jean Marc Boileau, Laurie Bolesworth,  
Pauline Archambault, Bryan McNair, Mitch Lafreniere, Guy Labonte,  
James Smith, Sheila Randell

**Regrets :** Carman Kidd, Doug Metson, Debbie Veerman

Moved By : Kerry Stewart  
Seconded By : Jean Marc Boileau  
WHEREAS Chair Carman Kidd and Vice-Chair Doug Metson are absent;  
BE IT RESOLVED THAT "the Board members present elect Barbara Beachey  
to Chair the meeting of Sept. 22, 2022."

Carried

**1. Welcome - Meeting called to order**

Moved by: Bryan McNair  
Seconded by: Jean Marc Boileau  
BE IT RESOLVED THAT "the meeting of September 22, 2022, be called  
to order at 6:30 p.m."

Carried

**2. Approval of Agenda**

Moved by: Jean Marc Boileau  
Seconded by: Kerry Stewart  
BE IT RESOLVED THAT "the Agenda be approved as presented."

Carried

**3. Approval of Minutes of Last Meeting**

Moved by: Pauline Archambault  
Seconded by: Bryan McNair  
BE IT RESOLVED THAT "the Minutes of the Meeting held July 21, 2022,  
be adopted as presented."

Carried

**4. Business Arising from Minutes**

None

**5. Committee Reports**

**(a) Financial Report:**

Moved by: Mitch Lafreniere

Seconded by: Pauline Archambault

BE IT RESOLVED THAT "the Finance Reports for the month of August 2022 be adopted as presented and be attached hereto, forming part of these Minutes."

Carried

**(b) Property & Maintenance**

No Report

**(c) Human Resource**

No Report

**6. Manager's Report**

Moved by: Laurie Bolesworth

Seconded by: Guy Labonte

BE IT RESOLVED THAT "the Manager's Report for the months of August 2022 be adopted as presented and attached hereto forming part of these Minutes."

Carried

**7. Chairman's Remarks/Report**

No Report

**8. New Business**

Discussion was held on user fees at the Airport.

Moved by : Kerry Stewart

Seconded by : Jean Marc Boileau

WHEREAS user fees have not been updated since 2018; and

WHEREAS Jamie Smith brought forth an updated fee schedule;

BE IT RESOLVED THAT "ETRAA agrees to accept the new user fee presented – to be effective September 1, 2022." (copy attached)

Carried

Subject of Loomex was brought up, and all agreed that they would like to have a meeting with Loomex present to discuss their Business Plan for the Airport. Members also requested that a copy of the Loomex contract be emailed to them for their perusal, before the meeting.

**9. Closed Session**

10. **Adjournment**

Moved by: Mitch Lafreniere

Seconded by: Laurie Bolesworth

BE IT RESOLVED THAT "this meeting be adjourned at 7:30 p.m."

Carried



Chair



Secretary

We will be starting to go over the winter equipment shortly.

### Misc. Updates:

We had five charters through in August.

We had SOS Surveys in to shoot our LPV approaches, expecting the results of that mid-September. We may have to take some more trees down from 08 end, same area as two years ago.

We have no T hangers available, for this winter, our newest tenant will be coming in for the 1<sup>st</sup> of October.

I have enclosed a copy of the updated landing fee schedule and have increased the fees by 15%. Our prices have not changed since 2018.

I have also added a General Airport Improvement Fee that we could charge per passenger for charter flights into the airport. This fee is common at most airports and due to the increased number of charter flights we have been seeing we should implement effective September 1<sup>st</sup>, 2022, if approved by the board.

<b>Aircraft Type (based on MGTOW)</b>	<b>User Fees 2018</b>	<b>New User Fees 2022</b>	
Minimum - Privately Registered Aircraft (under 2000kg)	FEE WAIVED**	FEE WAIVED**	
Minimum - Commercially Registered Aircraft (under 2000kg) MGTOW	\$10.00	12.00	
Minimum - Aircraft (over 2000kg)	\$30.00	35.00	
Minimum - Helicopters	\$30.00	35.00	
Minimum - Jets	\$150.00	Use MGTOW	
MOH	\$300.00	350.00	
Aircraft/Helicopter (2000kg & greater) MGTOW	\$9.00/1000kg	12.00/1000kg	
<b>Aircraft Parking Fees Showing 2022 pricing</b>	<b>Daily</b>	<b>Monthly</b>	<b>Annually</b>
2,000kg or less MGTOW	\$12.00	\$125.00	\$450.00
2,000kg and less than 5000kg	\$23.00	\$250.00	On Request
5,000kg & greater	\$46.00	\$500.00	On Request
<b>Airport General Improvement Fee</b>			
To be levied per passenger on charter flight.	\$15.00		

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

**Meeting Minutes**

September 28, 2022

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**Present:** Chair: Carman Kidd  
Members: Florent Heroux; Voula Zafiris

**Also Present:** Jennifer Pye, Planner and Secretary-Treasurer

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**1. Opening of Meeting**

Resolution No. 2022-29

Moved By: Voula Zafiris

Seconded By: Florent Heroux

Be it resolved that the Committee of Adjustment meeting be opened at 1:30 p.m.

**Carried**

**2. Adoption of Agenda**

Resolution No. 2022-30

Moved By: Florent Heroux

Seconded By: Voula Zafiris

Be it resolved that the Committee of Adjustment adopts the agenda as printed.

**Carried**

**3. Declaration of Pecuniary Interest**

None

**4. Adoption of Minutes**

Resolution No. 2022-31

Moved By: Voula Zafiris

Seconded By: Florent Heroux

Be it resolved that the Committee of Adjustment for the City of Temiskaming Shores hereby approves the minutes of the June 29, 2022 Committee of Adjustment Meeting as printed.

**Carried**

**5. Public Hearings**

Chair Carman Kidd advised that this afternoon a public hearing is scheduled for one consent application.

The Planning Act requires that a public hearing be held before the Committee of Adjustment decides whether to approve such applications. The public hearing serves two purposes: first, to present to the Committee and the public the details and background to the proposed application and second, to receive comments from the public and agencies before a decision is made.

**5.1 Consent Application B-2022-05 – SOS Surveyors on Site on behalf of RioPlaza Properties Inc.**

The Chair declared the public hearing for Consent Application B-2022-05 to be open.

The Chair asked the Planner, Jennifer Pye, to summarize the proposal, provide any additional information that may be relevant and summarize any correspondence received to date regarding this application.

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

**Meeting Minutes**

September 28, 2022

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**Subject land:** 883303 Highway 65; DYMOND CON 3 S PT LOT 9 RP 54R2036 PART 1 PT PT PART 2 PCL 10617SST.

**Purpose of the application:** The applicant is seeking to sever the rear portion of the property in order to create a separately-saleable building lot with frontage on the future Grant Drive extension. Development of the proposed severed property is not proposed at this time, but the intention is for the lot to be developed in the future. The proposed retained property contains the existing Temiskaming Plaza mall.

The proposed severed property is also proposed to contain an easement to accommodate the existing overhead electrical infrastructure that services the shopping centre on the proposed retained property. The proposed easement runs from Highway 65 East to the north for 224.6m (737') and then turns to the west to accommodate the existing infrastructure. The easement is 10m (32.8') wide and is 11.45m (37.5') from the proposed property line.

**Statutory Public Notice:** The application was received on August 31, 2022 and was circulated to City staff. Notice of the complete application and the public hearing was advertised in the Temiskaming Speaker beginning on September 14, 2022 in accordance with the statutory notice requirements of the Planning Act. Notice of the application was also mailed to property owners within 60m of the subject land.

Jennifer Pye reviewed the planning report and advised that the application is consistent with the Provincial Policy Statement (2020), and meets the general intent and purpose of the City of Temiskaming Shores Official Plan and City of Temiskaming Shores Zoning By-law, and recommended that the Committee approve the application.

The Committee considered and adopted the following resolution:

**Resolution No. 2022-32**

Moved By: Voula Zafiris

Seconded By: Florent Heroux

**Whereas** the Committee of Adjustment for the City of Temiskaming Shores has considered Consent Application B-2022-05 as submitted by SOS Surveyors on Site on behalf of RioPlaza Properties Inc. for the following lands: 883303 Highway 65; DYMOND CON 3 S PT LOT 9 RP 54R2036 PART 1 PT PT PART 2 PCL 10617SST;

**And whereas** the applicant is proposing to sever a 4.98 hectare (12.3 acre) vacant building lot from the west side of the existing property, and to establish an easement on the proposed severed property to accommodate the existing overhead electricity infrastructure;

**And whereas** the Committee of Adjustment for the City of Temiskaming Shores has received the planning report dated September 23, 2022 and has considered the recommendations therein;

**Be it resolved that** the Committee of Adjustment for the City of Temiskaming Shores approves Consent Application B-2022-05 subject to the following conditions:

1. The following documents shall be provided to the Secretary-Treasurer for the transaction described:
  - a) Two copies of the signed Acknowledgement and Direction;
  - b) The "Transfer in Preparation" and/or "Transfer Easement in Preparation";



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

**Meeting Minutes**

September 28, 2022

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- c) A Planning Act Certificate Schedule on which is set out the entire legal description of the parcel(s) in question. This Schedule must also contain the names of the parties indicated on Page 1 of the "Transfer in Preparation" and/or "Transfer Easement in Preparation";
  - d) A reference plan of survey which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel to which consent approval relates;
  - e) A copy of the easement agreement which sets out the responsibilities of the property owners for maintenance of the easement area including, but not limited to access, grading, and snow removal;
  - f) An undertaking from the applicant's solicitor confirming that the easement agreement required in condition 1) e) will be registered on title to both the dominant and servient lands;
- 2) The applicant shall provide confirmation that the location of the buildings and structures on the retained lands meet Zoning By-law requirements, or submit an application for Minor Variance to permit their location, to be approved with all levels of appeal exhausted prior to the lapsing of the consent;
  - 3) The Grant Drive extension shall be constructed, paved, connected to Highway 65 East, and open for public use prior to the lapsing of the consent.
  - 4) That the Grant Municipal Drain Assessment Schedules, contained in a report by K. Smart & Associates Limited dated March 14, 2014 and adopted as the City of Temiskaming Shores By-law 2014-067, be amended to recognize the change in the watershed assessments between the parcels by an Engineer appointed by the City and at the cost of the owner/applicant.

**Carried**

**6. New Business**

**6.1 Leave of Absence – Dan Dawson**

The Committee was provided with a letter from Dan Dawson indicating that he would be taking a leave of absence from the Committee as he was running for City Council.

**7. Unfinished Business**

None

**8. Applications for Next Meeting**

Next meeting: October 26, 2022

**9. Adjournment**

Resolution No. 2022-33

Moved By: Florent Heroux

Seconded By: Voula Zafiris

Be it resolved that the Committee of Adjustment meeting be closed at 1:48 p.m.

**Carried**

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

**Meeting Minutes**

September 28, 2022

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Carman Kidd  
Chair



Jennifer Pye  
Secretary-Treasurer

## **Temiskaming Shores Public Library Board**

### **Meeting Minutes**

Wednesday, September 28, 2022

7:00 p.m. in person and via Zoom

#### **1. Call to Order**

Meeting called to order by Chair Brigid Wilkinson at 7:01 p.m.

#### **2. Roll Call**

Present: Claire Hendriks, Danny Whalen, Jeff Laferriere, Library Board Chair Brigid Wilkinson, Joyce Elson, Sarah Bahm, and Library CEO Rebecca Hunt in person. Emily Kotalowski and Thomas McLean via Zoom.

Regrets: Erica Burkett

Members of the Public: 0

#### **3. Adoption of the Agenda**

##### **Motion #2022-55**

**Moved by: Jeff Laferriere**

**Seconded by: Thomas McLean**

Be it resolved that the Temiskaming Shores Public Library Board accepts the September 28, 2022 agenda as presented.

**Carried.**

**4. Declaration of conflict of interest: None**

**5. Adoption of the Minutes**

**Motion #2022-56**

**Moved by: Claire Hendrikx**

**Seconded by: Joyce Elson**

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, June 22, 2022 as presented/amended.

**Carried.**

**6. Business arising from Minutes: None**

**7. Correspondence:**

- a.** From Karyne Labonté, Principal, Ecole secondaire catholique Sainte-Marie. Re: thank you for May Ball fund. For information.
- b.** From Gustave Chouinard, Student, ESCSM. Re: thank you for May Ball Bursary. For information.
- c.** From MJ Filo, Interim Director of Operations, NEOnet. Re: request for support.
- d.** To MJ Filo, Interim Director of Operations, NEOnet, from Rebecca Hunt. Re: Letter of support. For information.

**8. Secretary–Treasurer’s Report**

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

### **Library CEO's Report**

**September 16, 2022**

**Building:** I have continued to do the Fire Safety checks on a monthly basis and report that I have completed them to the Fire Prevention Officer for the City.

**CJTT Chats:** I am continuing to do monthly CJTT chats to promote library programs.

**FOPL:** I virtually attended a Federation of Ontario Public Libraries meeting on September 9. The next meeting will be held in November—date to be decided. If it is early in November I may attend in person as their equipment is not the best and it is difficult to hear when attending the hybrid meetings. They will fully fund my travel and accommodations to attend.

**Grand Opening:** The grand opening was very successful, with 350 people attending the day. The total of expenses for the day was \$3209, which included the printing of flyers and bookmarks, the food and decorations, the grand opening signs, button making and other craft supplies, the door prizes and \$1804 for printer toners for the library printer. This amount was below the \$4000 budgeted for the event.

**Grants:** The library was successful in the Timiskaming Health Unit's Digital Divide grant. The five additional hotspots are in circulation and have alleviated the holds issue a bit. We still have between 15-20 holds on the devices on the regular basis. It is a much needed and appreciated program! The IDA Ontario Grant for \$500 for Decodable books has been received and the books purchased. We will have a display in October which is Dyslexia Awareness month.

**Interviews:** I did several interviews for the CO<sub>2</sub> monitor program (CBC and CJTT), and several others with CJTT over the summer for library programs, the wifi hotspots, and the grand opening. Alison contributed to a CJTT news piece on summer programming, and Cole did an interview on CJTT about the Gadget Helper program.

**IT:** City IT staff changed the library's internet service provider to Eastlink again. The Sunwire service was slow and caused some headaches with access to the network. There is no extra cost to the library.

**Municipal Election:** The library will cordon off three computers for people to use to vote during the municipal elections from October 14-24. The City has asked me to work as a poll clerk for election day in Haileybury.

**Northern College Satellite Service:** The service is going well and had increased use over the summer. In June a total of 17 items circulated at the satellite location, in July there were 47 circulations, and in August there were 35. Fiction, Junior Fiction and Non-Fiction items are the most popular at that location. The College is ordering signage for the

three public library parking spots that are a part of our agreement. Our library will pay for the signage as per our agreement.

**Ontario Library Association Research and Education Committee Data Crunching Day:** I attended an in-person day to evaluate the benchmarking survey data collected by the committee over the summer on Monday, September 19. The trip to Toronto was funded by the Ontario Library Association.

**Summer Programs:** The summer programs were mostly successful, with 282 participants over the summer. The Saturday programs were less popular, but the programs held during the week were well-attended.

### **Finances and Statistics**

The Board reviewed the financial and statistical reports, including the Scotiabank Statements as provided by the CEO.

### **Motion #2022-57**

**Moved by: Danny Whalen**

**Seconded by: Thomas McLean**

Be it resolved that the Temiskaming Shores Public Library Board accepts the September Secretary-Treasurer's report and Financial reports.

**Carried.**

## **9. Committee Reports:**

- a. FINANCE AND PROPERTY: Nothing to report.
- b. PLANNING, POLICY, PERSONNEL AND PUBLICITY: The Committee reviewed the Library CEO job description and provided feedback.
- c. STRATEGIC PLANNING: Nothing to report.
- d. LIBRARY SERVICES: The committee reviewed MOU for the community fridge project and provided feedback. Copy attached for the board's review.

**Motion #2022-58**

**Moved by: Joyce Elson**

**Seconded by: Sarah Bahm**

Be it resolved that the Temiskaming Shores Public Library Board implement the MOU b/w CFA, Library and City of Temiskaming Shores, on a six month basis.

**Carried.**

**10. New Business:**

- a. Draft #1 2023 budget. Discussion. The Board approved the budget as presented by the Finance Committee.
- b. The Temiskaming Foundation May Ball interest amount and Scotiabank account. Discussion. The Board asked the Finance Committee to create a policy for the disbursement of the May Ball Fund and Scotiabank account.
- c. The Temiskaming Foundation board meetings at the Library. Discussion as per the policy.
- d. Library CEO job description update. Discussion/review. Motion.

**Motion #2022-59**

**Moved by: Claire Hendrikx**

**Seconded by: Joyce Elson**

Be it resolved that the Temiskaming Shores Public Library Board adopts the Library CEO Job Description as presented and amended.

**Carried.**

**11. Plan, Policy review and By-law review:**

- a. **Internet and computer use policy.** Motion.

**Motion #2022-51**

**Moved by: Jeff Laferriere**

**Seconded by: Claire Hendrikx**

Be it resolved that the Temiskaming Shores Public Library Board accepts the policy Internet and computer use as reviewed and amended by the Board.

**Carried.**

**b. Internet filtering and control policy. Motion.**

**Motion #2022-52**

**Moved by: Joyce Elson**

**Seconded by: Jeff Laferriere**

Be it resolved that the Temiskaming Shores Public Library Board accepts the Internet filtering and control policy as reviewed and amended by the Board.

**Carried.**

**12. Closed session**

**Motion #2022-60**

**Moved by: Danny Whalen**

**Seconded by: Jeff Laferriere**

Be it resolved that the Temiskaming Shores Public Library Board goes into closed session at 8:17 p.m. in regards to identifiable individuals.

**Carried.**



**Motion #2022-61**

**Moved by: Jeff Laferriere**

**Seconded by: Emily Kotalowski**

Be it resolved that the Temiskaming Shores Public Library Board rises from closed session at 8:31 p.m. with report.

**Carried.**

**Motion #2022-62**

**Moved by: Claire Hendrikx**

**Seconded by: Sarah Bahm**

Be it resolved that the Temiskaming Shores Public Library Board accepts the closed session minutes of May 18, 2022 and June 22, 2022.

**Carried.**

**13. Adjournment**

Adjournment by Brigid Wilkinson at 8:35 p.m.

\_\_\_\_\_  
Chair –

**GENERAL CAPITAL**  
**Revenues & Expenditures**  
**as at September 30, 2022**

		2022						
Project		Actual	Budget	Variance				
REVENUES								
	Transfer from Operations	173,551	1,022,097	(848,546)				
	Transfer from Reserves	84,706	6,711,308	(6,626,602)				
	Borrowing		3,118,334	(3,118,334)				
	Provincial Funding	310,788	869,390	(558,602)				
	Federal Gas Tax		629,229	(629,229)				
	Modernization / Efficiency Funding		143,747	(143,747)				
	Ontario Community Infrastructure Fund (OCIF)	694,467	810,881	(116,414)				
	Enabling Accessibility Funding		100,000	(100,000)				
	Provincial Gas Tax		110,550	(110,550)				
	Investing in Canada Infrastructure Program (ICIP)		224,450	(224,450)				
	Tranport Canada		527,848	(527,848)				
	Ontario Trillium Fund	200,000	500,000	(300,000)				
	Public / Private Partnerships	50,165	108,486	(58,321)				
TOTAL REVENUES		\$ 1,340,125	\$ 14,876,320	\$ (13,362,644)				
EXPENSES								
					% Completion	G	Y	R
Corporate Services:	Cemetery Zero Turn Mower	7,708	20,000	(12,292)	100%	x		
	Grant Drain		150,000	(150,000)	0%			
	Peters Road Drain		150,000	(150,000)	0%			
Fire:	Fire Alarm Station 2		8,000	(8,000)	90%	x		
	Irwin Fill Station 3	32,246	23,000	9,246	100%	x		
Public Works:	2022 Roads Program	169,099	3,000,000	(2,830,901)	90%	x		
	Grant Drive Ext. Construction	655,750	1,600,000	(944,250)	90%	x		
	West Road Culvert Relining	45,251	100,000	(54,749)	50%	x		
	Radley Hill - Road Upgrades		659,810	(659,810)	95%	x		
	Pedestrian Cross Walk	35,313	100,000	(64,687)	100%	x		
Solid Waste:	Landfill Expansion	221,461	3,000,000	(2,778,539)	50%	x		
Property Mtnce:	Haileybury Fire Station (carryover)	1,299,100	2,200,000	(900,900)	80%	x		
	NL Arena Accessibility Project	445,161	1,000,000	(554,839)	75%	x		
	PFC Upgrades (floor & water softener)	20,774	70,000	(49,226)	60%	x		
	Spurline Accessibility Upgrades		30,000	(30,000)	15%			x
	Dymond Salt Shed Roof Repair	8,203	20,000	(11,797)	100%	x		
	PFC Roof Replacement	701,452	800,000	(98,548)	80%	x		
Fleet:	Small Fleet Replacement (carryover)	101,863	101,710	153	100%	x		
	Tri Axle Dump Truck (carryover)	205,233	215,700	(10,467)	100%	x		
	Fire Rescue (carryover)	430,096	430,100	(4)	100%	x		
	Dump Truck (box replacement)	22,743	25,000	(2,257)	100%	x		
	Backhoe	189,949	200,000	(10,051)	100%	x		
Transit:	Transit Bus	338,852	335,000	3,852	100%	x		
Recreation:	Air Runner Treadmill	5,806	7,000	(1,194)	100%	x		
	Haileybury Arena Chiller	72,900	100,000	(27,100)	100%	x		
	Splash Pad (carryover)	24,226	200,000	(175,774)	75%	x		
	Olympia Replacement (Electric)		170,000	(170,000)	70%	x		
	PFC Floor Machine	6,112	6,000	112	100%	x		
	Lawnmower Replacement	16,734	20,000	(3,266)	100%	x		
	Spurline Parking Lot Paving		115,000	(115,000)	100%	x		
	Utility Terrain Vehicle		20,000	(20,000)	0%			x
	Tennis Court Resurfacing	29,844	-	29,844				
	Wabi Pedestrian Bridge Project	2,584	-	2,584				
	Farr Park - Old Hlby Food Bank Demolition	7,021	-	7,021				
TOTAL EXPENSES		\$ 5,095,484	\$ 14,876,320	\$ (9,780,836)				
SURPLUS / (DEFICIT)		\$ (3,755,359)	\$ -	\$ (3,581,808)				

# **Memo**

**To:** Mayor and Council  
**From:** Shelly Zubych, Director of Corporate Services  
**Date:** November 1<sup>st</sup>, 2022  
**Subject:** City Hall – Holiday Hours 2022  
**Attachments:** None

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Mayor and Council:

In accordance with the Collective Agreement with CUPE Local 5014, the vacation requests for the period of April 1<sup>st</sup>, 2022 to December 31<sup>st</sup>, 2022 have been submitted.

After review of staff's requests, it has been determined that the majority of the City Hall employees have requested December 28<sup>th</sup>, 29<sup>th</sup>, 30<sup>th</sup>, as vacation days.

It is requested, with Council's approval, that City Hall be closed on December 28<sup>th</sup> to December 30<sup>th</sup>. All City Hall staff would have the option of using three days of their 2022 vacation entitlements or elect a day without pay for three days.

The hours of operation for City Hall would be as follows:

Friday, December 23 – Normal hours of operation  
Monday December 26 – Closed (Statutory Holiday)  
Tuesday, December 27 – Closed (Statutory Holiday)  
Wednesday, December 28 – Closed  
Thursday, December 29 – Closed  
Friday, December 30 – Closed  
Monday, January 2 – Closed (Statutory Holiday)

## **Submission:**

Prepared by:

"Original signed by"

Shelly Zubych  
Director of Corporate  
Services

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# **Memo**

**To:** Mayor and Council  
**From:** Kelly Conlin, Clerk  
**Date:** November 1, 2022  
**Subject:** Sale of Municipal Land – Portion of Andrews Street  
**Attachments:** Map of requested land

---

Mayor and Council:

At the March 1, 2022, a public meeting was held for the Application to purchase of a portion of Andrews Street (part of a 66' road allowance – approximately 0.5 acres); which is adjacent to parcels of land owned by the Applicant, Mr. Edward Lavallee. Mr. Lavallee is seeking to purchase the subject property for contiguous ownership.

At the public meeting, neighbouring property owners expressed concerns regarding the condition of Mr. Lavallee's existing property. The matter was referred to the Protection to Persons and Property Committee where staff were directed to review the comments received, follow up on the concerns once the snow was gone and present a recommendation to Council following that review.

Staff had the opportunity to review the concerns and attend the property for further investigation and are confident that Mr. Lavallee has satisfied the concerns that were brought forward. Staff also met on site with representatives from the Ontario Northland Railway who will require the registration of an easement on the property should Council be in support of this disposition. All the costs associated for the easement, such as survey and legal costs, will be the responsibility of Mr. Lavallee.

This information was presented at the September 22, 2022 Corporate Services Committee and the following recommendation was passed.

**Recommendation CS-2022-055**

*Moved by: Mayor Carman Kidd*

*Be it resolved that:*

*The Corporate Services Committee recommends the sale of land at Andrews Street to Edward Lavallee.*

**CARRIED**

Prepared by:

Reviewed by:

Reviewed and submitted for  
Council's consideration by:

*"Original signed by"*

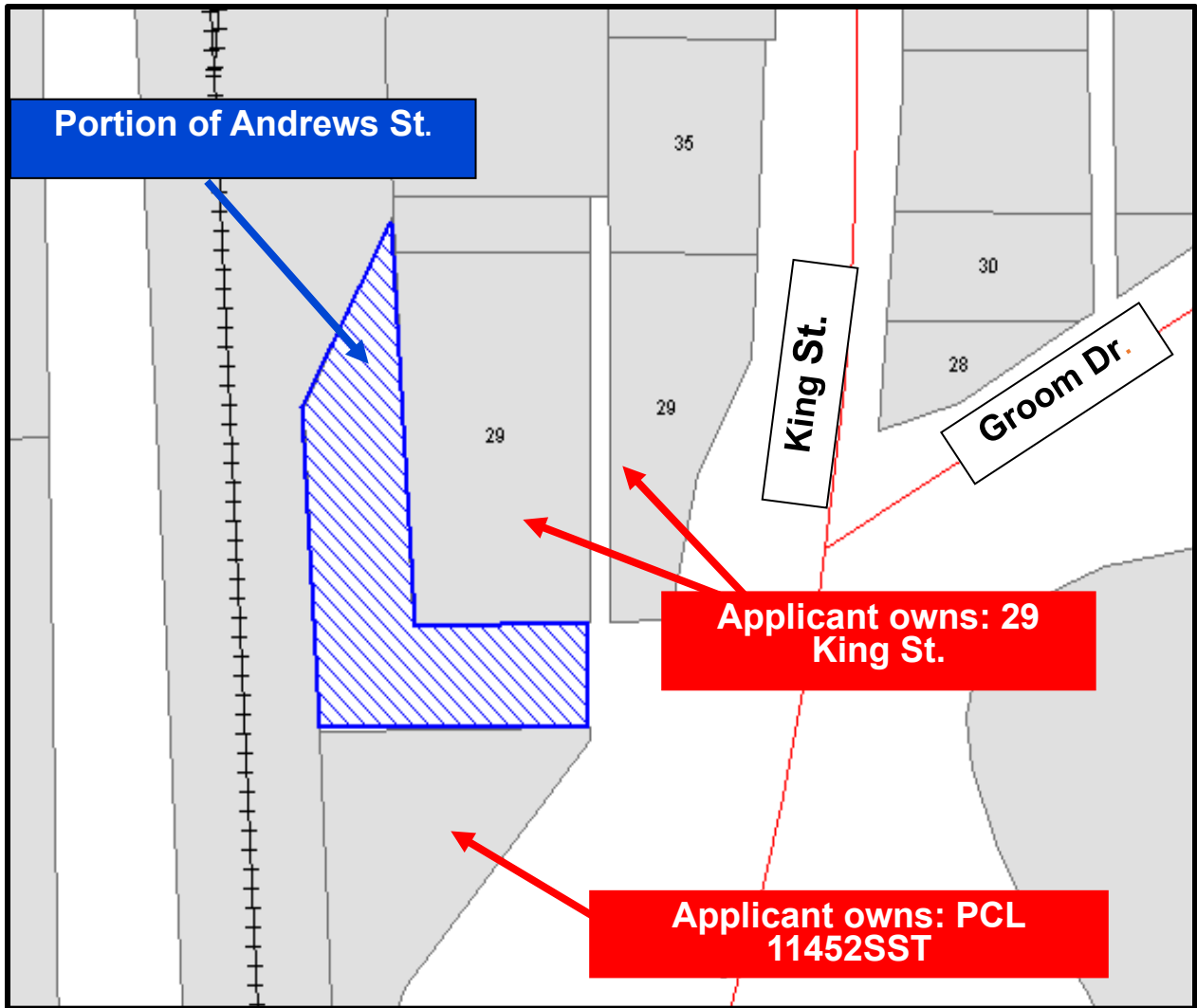
*"Original signed by"*

*"Original signed by"*

Kelly Conlin  
Municipal Clerk

Shelly Zubych  
Director of Corporate  
Services

Amy Vickery  
City Manager



**Subject:** Social Media Policy

**Report No.:** CS-043-2022

**Agenda Date:** November 1, 2022

### **Attachments**

**Appendix 01:** Draft Social Media (**Please refer to By-Law 2022-161**)

### **Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-043-2022;
2. That Council directs staff to prepare the necessary by-law to adopt a Social Media Policy for consideration at the November 1, 2022 Regular Council meeting.

### **Background**

The City of Temiskaming Shores currently does not have a Social Media Policy in place. Given the increased use of Social Media, this policy will set guidelines and standards to ensure the appropriate use and management of social media on behalf of the City of Temiskaming Shores.

### **Analysis**

The City supports and promotes the use of social media as a tool to deliver effective and accessible communication about Municipal news, programs and services to the community.

Social media should be used as a communications tool for the intent of enhancing communication from the City to the public about programs and services for the following purposes:

- Raising awareness and sharing information
- Recruiting employees and volunteers
- Promoting Municipal events, programs, and services
- Increasing access to information for specific audiences
- Promoting opportunities for public involvement and comment on the City's online engagement platform
- Where possible, social media accounts should link back to the City's website for the purpose of downloading forms, documents, and providing specific or additional information.

The Social Media Policy will apply to all City of Temiskaming Shores employees, including full-time, part-time, temporary, contract, internship, volunteer and co-op placement employees and Members of Council.

Any contractors and service providers are afforded the same rights and expectations as employees in this policy, while performing authorized activities for the City.

This policy also applies to members of the public who use, comment or posts on Municipal social media sites and social networks.

The draft Social Media Policy is attached as Appendix 1. While developing the policy, select municipalities' policies were reviewed in order to implement one that fit Temiskaming Shores.

### **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 ☒

### **Alternatives**

No alternatives were considered.

### **Submission**

Prepared by:

Reviewed and submitted for Council's  
consideration by:

*"Original signed by"*

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*"Original signed by"*

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Shelly Zubyck  
Director of Corporate Services

Amy Vickery  
City Manager



**Subject:** Temiskaming Shores Seniors  
Housing Corporation – Tax Rebate

**Report No.:** CS-044-2022

**Agenda Date:** November 1, 2022

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### **Attachments**

- Appendix 01:** Resolution No. 2018-322
- Appendix 02:** Administrative Report CS-066-2019
- Appendix 03:** Administrative Report CS-066-2019 – Appendix 11
- Appendix 04:** Resolution No. 2019-621
- Appendix 05:** Draft By-Law (**Please refer to By-Law 2022-162**)

### **Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-044-2022 for information purposes.
2. That Council authorizes staff to prepare the necessary By-Law to enter into an agreement with The Temiskaming Shores Seniors' Housing Corporation for Council's consideration at the November 1<sup>st</sup>, 2022 Regular Council meeting.

### **Background**

On June 28, 2018 Council passed Resolution No. 2018-322 (Appendix 01) whereby Council agreed in principle to partner in the Temiskaming Shores Seniors' Housing Corporation (TSSHC) affordable seniors' housing project by providing in-kind support.

Administrative Report CS-066-2019 was presented to Council on November 25<sup>th</sup>, 2019 (Appendix 02). A five-year property tax rebate was estimated at that time and the financial analysis is attached (Appendix 03). Council then passed Resolution No. 2019-621 (Appendix 04) to confirm the implementation of a five-year Property Tax Rebate Program with a cap of \$905,600.

On March 23, 2022 staff informed the Corporate Services Committee that there was no formal tax agreement in place between the City and The Temiskaming Shores Seniors' Housing Corporation, only the 2018 & 2019 Resolutions of Council. The Committee approved Recommendation CS-2022-020 (see below) to direct staff to prepare a formal tax agreement, carrying forward the terms contained in Resolution No. 2019-621.

Recommendation CS-2022-020

Moved by: Councillor Danny Whalen

*Be it resolved that:*

*The Corporate Services Committee hereby directs staff to prepare a formal tax agreement for the Temiskaming Shores Senior Housing Corporation for Council's consideration.*

**CARRIED**

**Analysis**

The building located at 310 Grant Drive has received full occupancy status with a valuation effective date of February 12, 2021. The Municipal Property Assessment Corporation (MPAC) has undergone an extensive review of the property and has confirmed the applicable property tax class in accordance with the *Assessment Act, 1990*. Seeing as there was a significant difference with the assessed value and tax rate used to prepare the original financial impact analysis, the Treasurer recalculated the estimated property tax rebate using updated assessed value and current tax rate.

The Corporate Services Committee met on October 20, 2022 at which time the updated analysis was discussed. The Corporate Services Committee approved Recommendation No. CS-2022-063 recommending the approval of the agreement between the City and The Temiskaming Shores Seniors' Housing Corporation for the implementation of a five-year property tax rebate program (municipal portion only) with an adjusted cap.

**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 projected property tax rebate (municipal portion only) under the terms previously presented (see below), would result in an estimated five-year tax rebate in the range of \$140,000 - \$150,000. The cap was removed from the agreement as the estimated financial impact does not come near the cap approved in the 2018 & 2019 Resolutions. The rebate schedule outlined in the agreement supersedes.

Year 1 - 2021	100%
Year 2 - 2022	100%
Year 3 - 2023	70%
Year 4 - 2024	60%
Year 5 - 2025	25%

Assessment changes, annual tax rates and tax levy requirements would have an impact on the estimated rebate.

### **Alternatives**

No alternatives were considered.

### **Submission**

Prepared by:

Reviewed by:

Reviewed and submitted for  
Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

Stephanie Leveille  
Treasurer

Shelly Zubycck  
Director of Corporate  
Services

Amy Vickery  
City Manager



The Corporation of the City of Temiskaming Shores  
Special Meeting of Council  
Thursday, June 28, 2018

**Resolution**

**Under Section 239 (2) (h) of the Municipal Act, 2001 – information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them – Funding Application – Affordable Seniors Housing Project**

Resolution No. 2018-322

Moved by: Councillor Whalen  
Seconded by: Councillor McArthur

Be it resolved that Council for the City of Temiskaming Shores acknowledges the presentation from Mayor Kidd in regards to the Temiskaming Shores Seniors Housing Corporation's Affordable Seniors Housing Project Funding Application to the Canada Mortgage and Housing Corporation under the National Housing Co-Investment Fund – New Construction System;

That Council hereby agrees in principle to partner in the project and provide the following in-kind support to the Affordable Seniors Housing Project:

- Donation of Parts 3 & 4 on Plan 54R-6021 valued at \$216,115;
- Installation of water and sanitary service laterals to the property line;
- Waiving the Site Plan Control Agreement fees estimated at \$600;
- Waiving the Zoning By-law Amendment fees estimated at \$1,000;
- Waiving of the Building Permit fees estimated at \$ 65,000;
- Implementation of a Property Tax Rebate Program (Municipal portion only) over five years estimated at \$ 905,600

**Carried**

Certified True Copy  
City of Temiskaming Shores

David B. Treen  
Municipal Clerk

**Subject:** Temiskaming Shores Seniors  
Affordable Housing Corporation

**Report No.:** CS-066-2019  
**Agenda Date:** November 19, 2019

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### **Attachments**

- Appendix 01:** Letter of request dated November 6, 2017
- Appendix 02:** Resolution No. 2017-482
- Appendix 03:** Purchase Order 2018-001
- Appendix 04:** Resolution No. 2018-322
- Appendix 05:** Purchase Order 2019-001
- Appendix 06:** October 1, 2019 Presentation Notes
- Appendix 07:** Resolution No. 2019-512
- Appendix 08:** Memo 027-2019-CS
- Appendix 09:** Letter of Request dated September 25, 2019
- Appendix 10:** Resolution No. 2019-532
- Appendix 11:** Updated Tax Rebate Analysis
- Appendix 12:** Recommendation CS-2019-056
- Appendix 13:** Email from Timothy Whalen, Manager Commercial Services TD  
Commercial Banking

### **Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-066-2019 for information purposes.

### **Background**

On November 6, 2017 a letter was received from Jan Edwards on behalf of the Temiskaming Shores Seniors' Affordable Housing Working Group (Appendix 01) requesting a grant from the City to assist with legal costs to form a not-for-profit corporation.

On December 5, 2017 Council passed Resolution No. 2017-482 (Appendix 02) acknowledging the request from the working group and adding the request to the 2018 budget for consideration at an upset limit of \$5,000. The resolution also stipulated that the consideration of the funding in the 2018 budget process not be viewed as ongoing support or participation by Council beyond this initial request.

A Purchase Order (Appendix 03) was issued on January 4, 2018 to Surveyors on Site for the preparation of a reference plan to create transferable parcels of land on Grant Drive. 50% of the costs (\$2,480.03) are associated to the TSSHC project.

A Special Meeting of Council was held on June 28, 2018 at which time Mayor Kidd made a presentation in regards to the Temiskaming Shores Seniors' Housing Corporation (TSSHC) affordable seniors housing project funding application to the Canada Mortgage and Housing Corporation under the National Housing Co-Investment Fund – New Construction System. Resolution No. 2018-322 (Appendix 04) was passed by Council on June 28, 2018 whereby Council agreed in principle to partner in the project and provide the following in-kind support to the project:

Donation of Land valued at \$216,115

Installation of Water & Sanitary Service to Property Line

Waiving Site Plan Control Agreement fees estimated at \$600

Waiving of Zoning By-law Amend fees estimated at \$1,000

Waiving of Building Permit fees estimated at \$65,000

Implementation of a Property Tax Rebate Program (Municipal only) over five years estimated at \$905,600

A Purchase Order (Appendix 05) was issued on January 8, 2019 to Surveyors on Site for the preparation of a reference plan to create an easement for a large diameter culvert crossing Plan 54R-6021. 100% of the costs (\$2,544) are associated to the TSSHC project.

Administrative Report CS-008-2019 was presented to Council on February 19, 2019 to consider the disposition of land to the TSSHC. Resolution No. 2019-145 was passed by Council directing staff to prepare the necessary by-law to proceed with the disposition. By-law 2019-039 was approved by Council on February 19, 2019.

The 2019 Budget By-law 2019-061 was approved by Council on April 16, 2019. Incorporated within the final budget under Community Support was an amount of \$120,820 for the in-kind support that Council had agreed to as per Resolution 2018-322. The budget amount is broken down as follows:

Building Permit \$79,470 (63,576 x 1.25)

Zoning Amendment \$850

Site Plan Agreement \$500

Site Servicing (Water/Sewer) \$35,000

Legal/Survey Costs \$5,000

The in-kind costs are being funded by a transfer from the Community Development Reserve.

Administrative Report CS-022-2019 was presented to Council on May 21, 2019 to consider Zoning By-law Amendment No. ZBA-2019-01 for 310 Grant Drive. Resolution No. 2019-312 and By-law 2019-087 were approved by Council on May 21, 2019.

On October 1, 2019 Jan Edwards on behalf of the TSSHC made a presentation (Appendix 06) to Council requesting Council to consider being a guarantor for the unsecured mortgage in the amount of \$2,152,694. Resolution No. 2019-512 (Appendix 07) was passed by Council on October 1, 2019.

Memo 027-2019-CS (Appendix 08) was presented for Council consideration to deal with a request from the TSSHC (Appendix 09) requesting the use of the City's charitable number for funding applications to various agencies such as Frog's Breath, Trillium and Temiskaming Foundation. Resolution No. 2019-532 (Appendix 10) was approved on October 1, 2019.

Administrative Report CS-054-2019 was presented to Council on October 1, 2019 to consider the Site Plan Control Agreement for 310 Grant Drive. Resolution No. 2019-533 and By-law 2019-156 were approved by Council on October 1, 2019.

Building Permit 2019-133 was issued to CGV Developments on October 24, 2019. The estimated construction price of the project was \$15,000,000. Based on the City's permit fee schedule the cost of the building permit is \$127,500.

## **Analysis**

The building permit fee (\$127,500) exceeds the total amount allocated within the 2019 budget (\$120,820) for the in-kind support for this project. Due to the increased construction costs, the City Manager directed the Treasurer to review the tax rebate impact that the increased value would have on the City.

On October 30, 2019 the Corporate Services Committee met. Staff informed the Committee of the building permit fees and provided an updated tax rebate analysis (Appendix 11) based on the increased project valuation. Based on the presentation on June 28, 2018 an estimated rebate over five years of \$905,600 (based on 2018 rates) was approved. Utilizing various valuations costs and the 2019 multi-residential tax rates, the estimated tax impact to the City could increase up to \$1,446,904 (based on 2019 rates), an increase of approximately \$541,000.

The Corporate Services Committee approved Recommendation No. CS-2019-056 (Appendix 12) recommending that due to the material changes in the estimates for the Affordable Housing project that Council request an updated business plan for the TSSHC.

The Committee also requested that the Treasurer provide an analysis of the in-kind costs that have been incurred to date in comparison to the estimates as provided in Resolution 2019-322 (Appendix 04).

	Resolution	Budget	Actual
Donation of Land	\$216,115	n/a	\$216,115
Water/Sewer Installation	\$0	\$35,000	\$17,808
Site Plan Control Agreement	\$600	\$500	\$500
Zoning By-law Amendment	\$1,000	\$850	\$850
Building Permit Fees	\$65,000	\$79,470	\$127,500
Legal/Survey	\$0	\$5,000	\$5,024
Total (not including land)	\$101,600	\$120,820	\$152,186
Tax Rebate Program	\$905,600	n/a	\$1,446,904

On November 4, 2019, the City Manager was provided with an email (Appendix 13) from Timothy Whalen, Manager Commercial Services TD Commercial Banking requesting clarification on the degree of oversight provided by the City in regards to the TSSHC project.

The bank views the not-for-profit (NFP) organization as an extension of the City created to address affordable seniors' housing in the area. They would like this "extended relationship" to have the following characteristics:

Board of Directors – the Municipality would have direct influence on board by either majority of members or ability to influence board (directly or indirectly) thru municipal legislation

Financial Controls – final approval over or can restrict borrowings of NFP

Budgets – final approval over TSSHC's budgets, if NFP is legislated to maintain balanced budget

Financial Statements – Municipality reviews TSSHC's annual financial statements



The bank feels that it would make sense that due to the commitments that the City has made in regards to this project that the City would want to maintain a degree of oversight and the points above would further serve to strengthen the level of oversight.

### **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 full impact of the tax rebate program is difficult to ascertain at this point in time as the only valuation information available is the contractual building costs. A project of this nature will have to have full occupancy before the project can be fully assessed. However, based on the construction costs and the 2019 tax rates, the five year tax rebate program as previously presented (100%/100%/70%/60%/25%) would result in a tax rebate of up to \$1,447,000 or more due to assessment changes and tax rate, tax levy changes.

The total requests from the TSSHC outlined below are estimated at \$1,819,701 plus the risk of default on the mortgage of \$2,529,841.

Set Up Costs	\$5,000
Land	\$216,115
Water/Sewer Installation	\$17,808
Site Plan Agreement	\$500
Zoning By-law Amendment	\$850
Legal/Survey	\$5,024
Building Permit	\$127,500
Tax Rebate Program	\$1,446,904
 Mortgage Guarantor	 \$2,529,841

### **Submission**

Prepared by:

Reviewed and approved by:

Reviewed and submitted for  
Council's consideration by:

*"Original signed by"*

*"Original signed by"*

*"Original signed by"*

Laura Lee MacLeod  
Treasurer

Shelly Zubyck  
Director of Corporate Services

Christopher W. Oslund  
City Manager

### Affordable Senior Housing Project Tax Analysis (Based on 2019 Rates)

[illegible]



The Corporation of the City of Temiskaming Shores  
Special Meeting of Council  
Tuesday, November 25, 2019

**Resolution**

**Meeting with Temiskaming Shores Seniors Housing Corporation – Board of Directors**

**Resolution No. 2019-621**

Moved by: Councillor Laferriere  
Seconded by: Councillor Hewitt

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-066-2019; and

That Council confirms the implementation of a Property Tax Rebate Program (Municipal portion only) over a five-year period to a cap of \$905,600 for the Temiskaming Shores Seniors Housing Corporation's project on Grant Drive as per Resolution No. 2018-322.

**Carried**

Certified True Copy  
City of Temiskaming Shores

David B. Treen  
Municipal Clerk

## **Memo**

**To:** Mayor and Council  
**From:** Steve Burnett, Manager of Environmental Services  
**Date:** November 1, 2022  
**Subject:** Call2Recycle – By-law Amendment  
**Attachments:** Call2Recycle Amendment (**Please refer to By-Law 2022-163**)

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Mayor and Council:

During our annual Household Hazardous Waste Collection Events (Orange Drop), batteries are an accepted material. As a result of the new regulation and to be compensated for this material, the City must enter into an agreement with a Producer Responsible Organization (PRO) in where the batteries are delivered. Drain-All, the City's service provider for the collection event, delivers the batteries to Call2Recycle.

At the Regular Council Meeting held on August 10, 2021, Council approved entering into an agreement with Call2Recycle for the acceptance of recycled single-use and rechargeable batteries collected within Temiskaming Shores.

Most recently staff received communication from Call2Recycle requesting an amendment to the agreement for the acceptance of recycled single-use and rechargeable batteries. The amendment consists of adding a fee schedule allowing for a unilateral increase upon providing written notice.

It is staff's recommendation that Council approve the amendment to By-law 2021-122 as outlined in Appendix 01.

Prepared by:

Reviewed and submitted for Council's  
consideration by:

*"Original signed by"*

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*"Original signed by"*

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Steve Burnett  
Manager of Environmental Services

Amy Vickery  
City Manager

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**Subject:** RFP Award - Engineering Services: **Report No.:** PW-029-2022  
Transportation Study

**Agenda Date:** November 1, 2022

---

### **Attachments**

**Appendix 01:** Submission Opening Summary

**Appendix 02:** Submission Evaluations

### **Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-029-2022; and
2. That Council directs staff to prepare the necessary by-law to enter into an agreement with TYLin International Ltd. for the purpose of completing a Transportation Study in the City's downtown cores in the amount of \$59,771.00, plus applicable taxes, for consideration at the November 1, 2022, Regular Council meeting.

### **Background**

In the past few years, the City has engaged with Engineering Consultants to produce plans or studies to take our recreation and active travel amenities into the future. A few insights and recommendations that came from those studies hinged on vehicular traffic, complete street and moving parts throughout the City's downtown Cores. There was an obvious gap that came to light.

In working alongside the Director of Recreation, the City Manager and the Public Works Committee, the Manager of Transportation Services released an RFP for engineering services to fill this gap. The RFP intent was to evaluate, review, gather feedback and provide recommendations on both the New Liskeard and Haileybury downtowns. This would allow the City to get one step closer into making the Downtown Cores a more pedestrian, cyclist, motorist, business owner and resident friendly area for all to live, play, and work together.

### **Analysis**

Five (5) submissions were received in response to PW-RFP-006-2022. The Proposals were reviewed, scrutinized, and evaluated in accordance with the evaluation criteria. The

evaluations of both the Manager of Transportation Services and Director of Recreation, can be found in Appendix 02, attached to this report.

Company	Manager of Transportation Rank	Director of Recreation Rank	Fee (excl. HST & Provisional)
DM Wills	2	3	\$64,640.00
WSP	5	5	\$106,565.00
EXP	3	2	\$65,862.00
TYLin	1	1	\$59,771.00
GHD	4	4	\$69,825.00

All five proposals were very well thought out and no doubt each consultant would be a great candidate. However, based on the evaluations, fee, and overall proposal from TYLin International Ltd., they are the recommended proponent to help guide the City and work with Staff on improving our Downtown Cores.

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

- 2022 Public Works Operating Budget
- By-Law No. 2017-015, Procurement Policy
- Active Travel Plan
- Recreation Plan

### **Consultation / Communication**

- Continued dialogue and support from the Public Works Committee:

*Recommendation PW-2022-053*

*Moved by: Councillor Danny Whalen*

*Whereas five qualifying bids were received in response to RFP PW-006-2022;*

*And Whereas the proposals were evaluated and in accordance with evaluation criteria;*

*Be it resolved that:*

*The Public Works Committee hereby recommends the award of RFP PW-066-2022 in the amount of \$59,771.00 to TYLin International Ltd. for the Downtown Core's Transportation Study as authorized in the 2022 Budget, Operating Project Account 1-4-3110-3000.*

*And Further That:*

*The Public Works Committee hereby recommends that the remaining balance of funds from the 2022 Budget Allocation; Operating Project Account be allocated and approved for creation of prioritized Shelf-Ready Designs, in alignment with the City's Municipal Capital Asset Plan.*

**CARRIED**

- Consultation with City Manager, Director of Recreation and Public Works Staff throughout the RFP process

### **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 ☐

During the 2022 operating budget deliberation process, funds were allocated to the Roads Operating Projects expense account. The cost of this study was well within the \$90,000 that was allocated.

Staffing requirements will be limited to meetings identified in the successful proponent's submission as well as the detailed review of the deliverables.

### **Climate Considerations**

Climate Lens has been complete. Based on the results there are no expectations for increased GHG emissions, increased temperature, or increased precipitation based on this contract. The Study could help with a decrease of vehicular traffic if the results and recommendations show increased active travel and bicycle facilities.

## **Alternatives**

No alternatives were considered

## **Submission**

Prepared by:

Reviewed and submitted for Council's  
consideration by:

*"Original signed by"*

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*"Original signed by"*

---

Mitch McCrank, CET  
Manager of Transportation Services

Amy Vickery  
City Manager



Document Title: PW-RFP-006-2022: Eng. Services – Transportation Study – Downtown Cores

Closing Date: **Thursday, October 6, 2022**

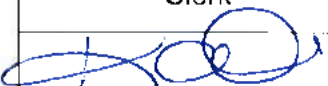
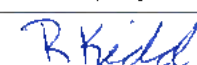
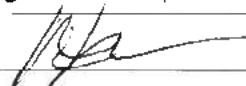
Closing Time: **2:00 p.m.**

Department: **Public Works**

Opening Time: **2:30 p.m.**

Attendees via teleconference: **705-672-2733 Ext. 4000**

**City of Temiskaming Shores:**

Kelly Conlin, Municipal Clerk 	Becky Kidd Deputy Clerk 	Mitch McCrank Manager of Transportation Services 

**Others (teleconference):**

Adem Howell	Lee - TYLIN	

**Submission Pricing**

**Bidder:** GHD Ltd.

Description	Amount
Lump Sum (without HST)	\$69,825.00

**Bidder:** TYLIN Ltd.

Description	Amount
Lump Sum (without HST)	\$59,771.00

**Bidder:** WSP

Description	Amount
Lump Sum (without HST)	\$106,565.00

**Bidder:** EXP Services

Description	Amount
Lump Sum (without HST)	\$65,862.00

**Bidder:** D.M. Wills Associates Ltd.

Description	Amount
Lump Sum (without HST)	\$71,880.00

**Bidder:**

Description	Amount
Lump Sum (without HST)	\$

**Bidder:**

Description	Amount
Lump Sum (without HST)	\$

**Bidder:**

Description	Amount
Lump Sum (without HST)	\$

**Note:** Since this is a Request for Proposal all submissions are required to be evaluated based on a set of pre-determined evaluation criteria. All offered prices are offers only and subject to scrutiny. All proponents whether successful or not will be notified of results, in writing at a later date.

Request for Proposal - Evaluation

PW-RFP-006-2022


Engineering Services - Transportation Study Downtowns

DM WILLS SUBMISSION EVALUATION

PW-029-2022

13-Oct-22

CATEGORY			Criteria
	Score	Weighted	Points
<b>QUALIFICATIONS, EXPERTISE AND PERFORMANCE ON SIMILAR PROJECTS (20%)</b>			
Past ability to successfully complete projects within timelines & budget;	5.0	6.0	30
Stability and reputation of firm;	3.0	4.0	12
Qualifications of technical support staff;	4.0	5.0	20
Qualifications of senior staff/project manager.	3.0	5.0	15
<b>PROPOSED PROJECT MANAGER AND TEAM (15%)</b>			
Past experience directing or involvement with similar projects;	2.0	5.0	10
Specialized expertise	3.0	5.0	15
Understanding of proposed project.	4.0	5.0	20
<b>COMPLETENESS AND SCHEDULE (20%)</b>			
Availability of key staff;	4.0	5.0	20
Demonstrated customer service program	3.0	5.0	15
Methodology and Schedule for delivery of service;	3.0	5.0	15
Quality assurance program.	4.0	5.0	20
<b>KNOWLEDGE OF CITY REGARDING THE PROJECT (10%)</b>			
Members of team must be familiar with the City's infrastructure, and have a working knowledge of the area environment.	7.0	10.0	70
<b>ESTIMATED FEES AND DISPERSEMENTS (35%)</b>			
Cost estimates	4.0	35.0	140
<b>Weighted Summary (Totals):</b>	<b>49.00</b>	<b>100.00</b>	<b>402</b>

  
Oct 19, 2022

Request for Proposal - Evaluation

PW-RFP-006-2022

Engineering Services - Transportation Study Downtowns

**WSP SUBMISSION EVALUATION**

**PW-029-2022**

**13-Oct-22**

CATEGORY			Criteria
	Score	Weighted	Points
<b>QUALIFICATIONS, EXPERTISE AND PERFORMANCE ON SIMILAR PROJECTS (20%)</b>			
Past ability to successfully complete projects within timelines & budget.	4.0	6.0	24
Stability and reputation of firm.	4.0	4.0	16
Qualifications of technical support staff.	4.0	5.0	20
Qualifications of senior staff/project manager.	4.0	5.0	20
<b>PROPOSED PROJECT MANAGER AND TEAM (15%)</b>			
Past experience directing or involvement with similar projects;	5.0	5.0	25
Specialized expertise	4.0	5.0	20
Understanding of proposed project.	5.0	5.0	25
<b>COMPLETENESS AND SCHEDULE (20%)</b>			
Availability of key staff;	4.0	5.0	20
Demonstrated customer service program	4.0	5.0	20
Methodology and Schedule for delivery of service;	5.0	5.0	25
Quality assurance program.	4.0	5.0	20
<b>KNOWLEDGE OF CITY REGARDING THE PROJECT (10%)</b>			
Members of team must be familiar with the City's infrastructure, and have a working knowledge of the area environment.	8.0	10.0	80
<b>ESTIMATED FEES AND DISPERSEMENTS (35%)</b>			
Cost estimates	2.0	35.0	70
<b>Weighted Summary (Totals):</b>	<b>57.00</b>	<b>100.00</b>	<b>385</b>

  
Oct 19, 2022

Request for Proposal - Evaluation

PW-RFP-006-2022

Engineering Services - Transportation Study Downtowns

EXP SUBMISSION EVALUATION

PW-029-2022

13-Oct-22

CATEGORY			Criteria
	Score	Weighted	Points
<b>QUALIFICATIONS, EXPERTISE AND PERFORMANCE ON SIMILAR PROJECTS (20%)</b>			
Past ability to successfully complete projects within timelines & budget;	4.0	6.0	24
Stability and reputation of firm;	4.0	4.0	16
Qualifications of technical support staff;	3.0	5.0	15
Qualifications of senior staff/project manager.	4.0	5.0	20
<b>PROPOSED PROJECT MANAGER AND TEAM (15%)</b>			
Past experience directing or involvement with similar projects;	2.0	5.0	10
Specialized expertise	3.0	5.0	15
Understanding of proposed project.	5.0	5.0	25
<b>COMPLETENESS AND SCHEDULE (20%)</b>			
Availability of key staff;	4.0	5.0	20
Demonstrated customer service program	3.0	5.0	15
Methodology and Schedule for delivery of service;	4.0	5.0	20
Quality assurance program.	3.0	5.0	15
<b>KNOWLEDGE OF CITY REGARDING THE PROJECT (10%)</b>			
Members of team must be familiar with the City's infrastructure, and have a working knowledge of the area environment.	8.0	10.0	80
<b>ESTIMATED FEES AND DISPERSEMENTS (35%)</b>			
Cost estimates	8.0	35.0	280
<b>Weighted Summary (Totals):</b>			
	55.00	100.00	555

  
Oct 19, 2022

Request for Proposal - Evaluation

PW-RFP-006-2022

Engineering Services - Transportation Study Downtowns

TY Lin SUBMISSION EVALUATION

PW-029-2022

13-Oct-22

CATEGORY			Criteria
	Score	Weighted	Points
<b>QUALIFICATIONS, EXPERTISE AND PERFORMANCE ON SIMILAR PROJECTS (20%)</b>			
Past ability to successfully complete projects within timelines & budget;	4.0	6.0	24
Stability and reputation of firm;	4.0	4.0	16
Qualifications of technical support staff;	3.0	5.0	15
Qualifications of senior staff/project manager.	4.0	5.0	20
<b>PROPOSED PROJECT MANAGER AND TEAM (15%)</b>			
Past experience directing or involvement with similar projects;	4.0	5.0	20
Specialized expertise	4.0	5.0	20
Understanding of proposed project.	3.0	5.0	15
<b>COMPLETENESS AND SCHEDULE (20%)</b>			
Availability of key staff;	3.0	5.0	15
Demonstrated customer service program	3.0	5.0	15
Methodology and Schedule for delivery of service;	4.0	5.0	20
Quality assurance program.	3.0	5.0	15
<b>KNOWLEDGE OF CITY REGARDING THE PROJECT (10%)</b>			
Members of team must be familiar with the City's infrastructure, and have a working knowledge of the area environment.	6.0	10.0	60
<b>ESTIMATED FEES AND DISPERSEMENTS (35%)</b>			
Cost estimates	10.0	35.0	350
<b>Weighted Summary (Totals):</b>			
	<b>55.00</b>	<b>100.00</b>	<b>605</b>

551 hours

  
Oct 19, 2022

Request for Proposal - Evaluation

PW-RFP-006-2022

Engineering Services - Transportation Study Downtowns

GHD SUBMISSION EVALUATION

PW-029-2022

13-Oct-22

CATEGORY			Criteria
	Score	Weighted	Points
<b>QUALIFICATIONS, EXPERTISE AND PERFORMANCE ON SIMILAR PROJECTS (20%)</b>			
Past ability to successfully complete projects within timelines & budget;		6.0	0
Stability and reputation of firm;		4.0	0
Qualifications of technical support staff;		5.0	0
Qualifications of senior staff/project manager.		5.0	0
<b>PROPOSED PROJECT MANAGER AND TEAM (15%)</b>			
Past experience directing or involvement with similar projects;	3.0	5.0	15
Specialized expertise	4.0	5.0	20
Understanding of proposed project.	4.0	5.0	20
<b>COMPLETENESS AND SCHEDULE (20%)</b>			
Availability of key staff;	4.0	5.0	20
Demonstrated customer service program	3.0	5.0	15
Methodology and Schedule for delivery of service;	4.0	5.0	20
Quality assurance program.	3.0	5.0	15
<b>KNOWLEDGE OF CITY REGARDING THE PROJECT (10%)</b>			
Members of team must be familiar with the City's infrastructure, and have a working knowledge of the area environment.	6.0	10.0	60
<b>ESTIMATED FEES AND DISPERSEMENTS (35%)</b>			
Cost estimates	6.0	35.0	210
<b>Weighted Summary (Totals):</b>	<b>37.00</b>	<b>100.00</b>	<b>395</b>

  
Oct 19, 2022

Request for Proposal - Evaluation

PW-RFP-006-2022

Engineering Services - Transportation Study Downtowns

**DM WILLS SUBMISSION EVALUATION**

**PW-029-2022**

**13-Oct-22**

CATEGORY			Criteria
	Score	Weighted	Points
<b>QUALIFICATIONS, EXPERTISE AND PERFORMANCE ON SIMILAR PROJECTS (20%)</b>			
Past ability to successfully complete projects within timelines & budget;	7.0	6.0	42
Stability and reputation of firm;	8.0	4.0	32
Qualifications of technical support staff;	8.0	5.0	40
Qualifications of senior staff/project manager.	9.0	5.0	45
<b>PROPOSED PROJECT MANAGER AND TEAM (15%)</b>			
Past experience directing or involvement with similar projects;	7.0	5.0	35
Specialized expertise	7.0	5.0	35
Understanding of proposed project.	8.0	5.0	40
<b>COMPLETENESS AND SCHEDULE (20%)</b>			
Availability of key staff;	7.0	5.0	35
Demonstrated customer service program	6.0	5.0	30
Methodology and Schedule for delivery of service;	8.0	5.0	40
Quality assurance program.	8.0	5.0	40
<b>KNOWLEDGE OF CITY REGARDING THE PROJECT (10%)</b>			
Members of team must be familiar with the City's infrastructure, and have a working knowledge of the area environment.	9.0	10.0	90
<b>ESTIMATED FEES AND DISPERSEMENTS (35%)</b>			
Cost estimates	8.0	35.0	280
<b>Weighted Summary (Totals):</b>			
	<b>100.00</b>	<b>100.00</b>	<b>784</b>

*JP*  
Oct 19, 22

Request for Proposal - Evaluation

PW-RFP-006-2022


Engineering Services - Transportation Study Downtowns

**WSP SUBMISSION EVALUATION**

**PW-029-2022**

**13-Oct-22**

CATEGORY			Criteria
	Score	Weighted	Points
<b>QUALIFICATIONS, EXPERTISE AND PERFORMANCE ON SIMILAR PROJECTS (20%)</b>			
Past ability to successfully complete projects within timelines & budget;	8.0	6.0	48
Stability and reputation of firm;	10.0	4.0	40
Qualifications of technical support staff;	8.0	5.0	40
Qualifications of senior staff/project manager.	8.0	5.0	40
<b>PROPOSED PROJECT MANAGER AND TEAM (15%)</b>			
Past experience directing or involvement with similar projects;	9.0	5.0	45
Specialized expertise	9.0	5.0	45
Understanding of proposed project.	9.0	5.0	45
<b>COMPLETENESS AND SCHEDULE (20%)</b>			
Availability of key staff;	6.0	5.0	30
Demonstrated customer service program	8.0	5.0	40
Methodology and Schedule for delivery of service;	8.0	5.0	40
Quality assurance program.	8.0	5.0	40
<b>KNOWLEDGE OF CITY REGARDING THE PROJECT (10%)</b>			
Members of team must be familiar with the City's infrastructure, and have a working knowledge of the area environment.	10.0	10.0	100
<b>ESTIMATED FEES AND DISPERSEMENTS (35%)</b>			
Cost estimates	2.0	35.0	70
<b>Weighted Summary (Totals):</b>			
	103.00	100.00	623

  
Oct 19, 22



Request for Proposal - Evaluation

PW-RFP-006-2022

Engineering Services - Transportation Study Downtowns

**EXP SUBMISSION EVALUATION**

**PW-029-2022**

**13-Oct-22**

CATEGORY			Criteria Points
	Score	Weighted	
<b>QUALIFICATIONS, EXPERTISE AND PERFORMANCE ON SIMILAR PROJECTS (20%)</b>			
Past ability to successfully complete projects within timelines & budget;	7.0	6.0	42
Stability and reputation of firm;	8.0	4.0	32
Qualifications of technical support staff;	6.0	5.0	30
Qualifications of senior staff/project manager.	7.0	5.0	35
<b>PROPOSED PROJECT MANAGER AND TEAM (15%)</b>			
Past experience directing or involvement with similar projects;	7.0	5.0	35
Specialized expertise	6.0	5.0	30
Understanding of proposed project.	7.0	5.0	35
<b>COMPLETENESS AND SCHEDULE (20%)</b>			
Availability of key staff;	6.0	5.0	30
Demonstrated customer service program	6.0	5.0	30
Methodology and Schedule for delivery of service;	9.0	5.0	45
Quality assurance program.	7.0	5.0	35
<b>KNOWLEDGE OF CITY REGARDING THE PROJECT (10%)</b>			
Members of team must be familiar with the City's infrastructure, and have a working knowledge of the area environment.	9.0	10.0	90
<b>ESTIMATED FEES AND DISBURSEMENTS (35%)</b>			
Cost estimates	6.0	35.0	210
<b>Weighted Summary (Totals):</b>	<b>91.00</b>	<b>100.00</b>	<b>679</b>

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Oct. 19/22

Request for Proposal - Evaluation

PW-RFP-006-2022


Engineering Services - Transportation Study Downtowns

**TY LIN SUBMISSION EVALUATION**

**PW-029-2022**

**13-Oct-22**

CATEGORY			Criteria
	Score	Weighted	Points
<b>QUALIFICATIONS, EXPERTISE AND PERFORMANCE ON SIMILAR PROJECTS (20%)</b>			
Past ability to successfully complete projects within timelines & budget;	8.0	6.0	48
Stability and reputation of firm;	8.0	4.0	32
Qualifications of technical support staff;	8.0	5.0	40
Qualifications of senior staff/project manager.	9.0	5.0	45
<b>PROPOSED PROJECT MANAGER AND TEAM (15%)</b>			
Past experience directing or involvement with similar projects;	9.0	5.0	45
Specialized expertise	10.0	5.0	50
Understanding of proposed project.	10.0	5.0	50
<b>COMPLETENESS AND SCHEDULE (20%)</b>			
Availability of key staff;	7.0	5.0	35
Demonstrated customer service program	10.0	5.0	50
Methodology and Schedule for delivery of service;	9.0	5.0	45
Quality assurance program.	9.0	5.0	45
<b>KNOWLEDGE OF CITY REGARDING THE PROJECT (10%)</b>			
Members of team must be familiar with the City's infrastructure, and have a working knowledge of the area environment.	8.0	10.0	80
<b>ESTIMATED FEES AND DISPERSEMENTS (35%)</b>			
Cost estimates	10.0	35.0	350
<b>Weighted Summary (Totals):</b>			
	<b>115.00</b>	<b>100.00</b>	<b>915</b>

  
Oct. 19, 22

Request for Proposal - Evaluation

PW-RFP-006-2022

Engineering Services - Transportation Study Downtowns

**GHD SUBMISSION EVALUATION**

**PW-029-2022**

**13-Oct-22**

CATEGORY			Criteria
	Score	Weighted	Points
<b>QUALIFICATIONS, EXPERTISE AND PERFORMANCE ON SIMILAR PROJECTS (20%)</b>			
Past ability to successfully complete projects within timelines & budget;	8.0	6.0	48
Stability and reputation of firm;	6.0	4.0	24
Qualifications of technical support staff;	8.0	5.0	40
Qualifications of senior staff/project manager.	8.0	5.0	40
<b>PROPOSED PROJECT MANAGER AND TEAM (15%)</b>			
Past experience directing or involvement with similar projects;	8.0	5.0	40
Specialized expertise	8.0	5.0	40
Understanding of proposed project.	8.0	5.0	40
<b>COMPLETENESS AND SCHEDULE (20%)</b>			
Availability of key staff;	7.0	5.0	35
Demonstrated customer service program	8.0	5.0	40
Methodology and Schedule for delivery of service;	8.0	5.0	40
Quality assurance program.	8.0	5.0	40
<b>KNOWLEDGE OF CITY REGARDING THE PROJECT (10%)</b>			
Members of team must be familiar with the City's infrastructure, and have a working knowledge of the area environment.	6.0	10.0	60
<b>ESTIMATED FEES AND DISPERSEMENTS (35%)</b>			
Cost estimates	4.0	35.0	140
<b>Weighted Summary (Totals):</b>			
	<b>95.00</b>	<b>100.00</b>	<b>627</b>

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Oct 19/22

DEBENTURE BY-LAW – SERIAL– QUARTERLY  
Single Tier

**THE CORPORATION OF THE CITY OF TEMISKAMING SHORES**

**BY-LAW NUMBER 2022-160**

**A BY-LAW OF THE CORPORATION OF THE CITY OF TEMISKAMING SHORES TO AUTHORIZE THE BORROWING UPON SERIAL DEBENTURES IN THE PRINCIPAL AMOUNT OF \$596,342.36 TOWARDS THE COST OF 2021 FLEET REPLACEMENT; 2021 FIRE RESCUE VAN REPLACEMENT**

WHEREAS subsection 401 (1) of the *Municipal Act, 2001*, as amended (the “**Act**”) provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS subsection 408 (2.1) of the Act provides that a municipality may issue a debenture or other financial instrument for long-term borrowing only to provide financing for a capital work;

AND WHEREAS the Council of The Corporation of The City of Temiskaming Shores (the “**Municipality**”) has passed the By-law(s) enumerated in column (1) of Schedule “A” attached hereto and forming part of this By-law authorizing the capital work(s) described in column (2) of Schedule “A” (the “**Capital Work(s)**”), and authorizing the entering into of a Financing Agreement dated effective as of March 3, 2021 for the provision of temporary and long-term borrowing from Ontario Infrastructure and Lands Corporation (“**OILC**”) in respect of the Capital Work(s) (the “**Financing Agreement**”) and the Municipality entered into a Financing Agreement dated effective as of March 3, 2021 for the provision of long-term borrowing from Ontario Infrastructure and Lands Corporation (“**OILC**”) in respect of the Capital Work(s) (the “**Financing Agreement**”) and desires to issue debentures for the Capital Work(s) in the amount(s) specified in column (5) of Schedule “A”;

AND WHEREAS before authorizing the Capital Work(s) and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any) the Council of the Municipality had its Treasurer calculate an updated limit in respect of its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing in accordance with the applicable regulation and, prior to the Council of the Municipality authorizing the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), the Treasurer determined that the estimated annual amount payable in respect of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), would not cause the Municipality to exceed the updated limit and that the approval of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), by the Local Planning Appeal Tribunal pursuant to such regulation was not required;

AND WHEREAS the Municipality has submitted an application to OILC for long-term borrowing through the issue of debentures to OILC in respect of the Capital Work(s) (the “**Application**”) and the Application has been approved;

AND WHEREAS to provide long-term financing for the Capital Work(s) and to repay certain temporary advances in respect of the Capital Work(s) made by OILC pursuant to the Financing Agreement (if any), it is now deemed to be expedient to borrow money by the issue of serial debentures in the principal amount of \$596,342.36 dated November 15, 2022 and maturing on November 15, 2027, and payable in quarterly instalments of combined principal and interest on the fifteenth day of February, the fifteenth day of May, the fifteenth day of August, and the fifteenth day of November in each of the years 2023 to 2027, both inclusive on the terms hereinafter set forth;

NOW THEREFORE THE COUNCIL OF The Corporation of The City of Temiskaming Shores ENACTS AS FOLLOWS:

1. The submitting of the Application and the execution and delivery of the Financing Agreement by the Municipality are hereby confirmed, ratified and approved. For the Capital Work(s), the borrowing upon the credit of the Municipality at large of the principal amount of \$596,342.36 and the issue of serial debentures therefor to be repaid in quarterly instalments of combined of principal and interest as hereinafter set forth, are hereby authorized.
2. The Mayor and the Treasurer of the Municipality are hereby authorized to cause any number of serial debentures to be issued for such amounts of money as may be required for the Capital Work(s) in definitive form, not exceeding in total the said aggregate principal amount of \$596,342.36 (the “**Debentures**”). The Debentures shall bear the Municipality’s municipal seal and the signatures of Mayor and the Treasurer of the Municipality, all in accordance with the provisions of the Act. The municipal seal of the Municipality and the signatures referred to in this section may be printed, lithographed, engraved or otherwise mechanically reproduced. The Debentures are sufficiently signed if they bear the required signatures and each person signing has the authority to do so on the date he or she signs.
3. The Debentures shall be in fully registered form as one or more certificates in the aggregate principal amount of \$596,342.36, in the name of OILC, or as OILC may otherwise direct, substantially in the form attached as Schedule “B” hereto and forming part of this By-law with provision for payment of principal and interest (other than in respect of the final payment of principal and outstanding interest on maturity upon presentation and surrender) by pre-authorized debit in respect of such principal and interest to the credit of such registered holder on such terms as to which the registered holder and the Municipality may agree.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness of the Municipality to OILC under the Debentures and to pay such amounts to OILC from the Consolidated Revenue Fund.

5. The Debentures shall all be dated November 15, 2022, and as to both principal and interest shall be expressed and be payable in lawful money of Canada. The Debentures shall bear interest at the rate of 4.62% per annum and mature during a period of 5 year(s) years from the date thereof payable quarterly in arrears as described in this section. The Debentures shall be paid in full by November 15, 2027 and be payable in quarterly instalments of combined equal principal and diminishing interest amounts on the fifteenth day of February, the fifteenth day of May, the fifteenth day of August, and the fifteenth day of November in each of the years 2023 to 2027, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments, as set forth in Schedule "C" attached hereto and forming part of this By-law ("**Schedule "C"**").
6. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**") and if any date for payment is not a Business Day, payment shall be made on the next following Business Day.
7. Interest shall be payable to the date of maturity of the Debentures and on default shall be payable on any overdue amounts both before and after default and judgment at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debentures for such amounts plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amounts become overdue for so long as such amounts remain overdue and the Municipality shall pay to the registered holders any and all costs incurred by the registered holders as a result of the overdue payment. Any amounts payable by the Municipality as interest on overdue principal or interest and all costs incurred by the registered holders as a result of the overdue payment in respect of the Debentures shall be paid out of current revenue. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular quarterly interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.

"**Prime Rate**" means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of the Debentures: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the "**Reference Banks**") as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the "**Prime Rate**" shall be the arithmetic mean of the rates quoted by those Reference Banks.

8. In each year in which a payment of quarterly instalments of combined equal principal and diminishing interest amounts becomes due in respect of the Capital Work(s) including the last 'non-equal' instalment of principal, there shall be raised as part of the Municipality's general levy the amounts of principal and interest payable by the

Municipality in each year as set out in Schedule "C" to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.

9. The Debentures may contain any provision for their registration thereof authorized by any statute relating to municipal debentures in force at the time of the issue thereof.
10. The Municipality shall maintain a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of the cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.
11. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of the Debentures as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. When a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.
12. The Debentures will be transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, the Mayor and the Treasurer shall issue and deliver a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.
13. The Mayor and the Treasurer shall issue and deliver new Debentures in exchange or substitution for Debentures outstanding on the registry with the same maturity and of like form which have become mutilated, defaced, lost, subject to a mysterious or unexplainable disappearance, stolen or destroyed, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case when a Debenture is mutilated, defaced, lost, mysteriously

or unexplainably missing, stolen or destroyed) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.

14. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of this By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
15. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
16. Reasonable fees in respect of the Debentures, in the normal course of business, other than reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of any of the principal and interest cheques (if any) that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder in accordance with the provisions of the Financing Agreement.
18. The Mayor and the Treasurer are hereby authorized to cause the Debentures to be issued, one or more of the Clerk and Treasurer are hereby authorized to generally do all things and to execute all other documents and other papers in the name of the Municipality in order to carry out the issue of the Debentures and the Treasurer is authorized to affix the Municipality's municipal seal to any of such documents and papers.



19. The money received by the Municipality from the sale of the Debentures to OILC, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to their issue, if any, shall be apportioned and applied to the Capital Work(s) and to no other purpose except as permitted by the Act.
20. Subject to the Municipality's investment policies and goals, the applicable legislation and the terms and conditions of the Debentures, the Municipality may, if not in default under the Debentures, at any time purchase any of the Debentures in the open market or by tender or by private contract at any price and on such terms and conditions (including, without limitation, the manner by which any tender offer may be communicated or accepted and the persons to whom it may be addressed) as the Municipality may in its discretion determine.
21. This By-law takes effect on the day of passing.

By-law read a first and second time this 1st day of November, 2022 .

By-law read a third time and finally passed 1st day of November, 2022 .

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Carman Kidd  
Mayor

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Kelly Conlin  
Clerk

**THE CORPORATION OF THE CITY OF TEMISKAMING SHORES**

**Schedule "A" to By-law Number 2022-160**

(1)	(2)	(3)	(4)	(5)	(6)
<b>By-law</b>	<b>Project Description</b>	<b>Approved Amount to be Financed Through the Issue of Debentures</b>	<b>Amount of Debentures Previously Issued</b>	<b>Amount of Debentures to be Issued</b>	<b>Term of Years of Debentures</b>
2021-019	2021 Fleet Replacement	\$575,000.00	\$229,900.27	\$205,233.36	5 year(s)
	2021 Fire Rescue Van Replacement	\$391,109.00	\$0.00	\$391,109.00	

**Schedule “B” to By-law Number 2022-160**

No. 2022-160

596,342.36

C A N A D A  
Province of Ontario

**THE CORPORATION OF THE CITY OF TEMISKAMING SHORES**

FULLY REGISTERED 4.62% SERIAL DEBENTURE

The Corporation of The City of Temiskaming Shores (the “**Municipality**”), for value received,  
hereby promises to pay to

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (“**OILC**”)

or registered assigns, subject to the Conditions attached hereto which form part hereof (the “**Conditions**”), upon presentation and surrender of this debenture (or as otherwise agreed to by the Municipality and OILC) by the maturity date of this debenture (November 15, 2027), the principal amount of

FIVE HUNDRED NINETY SIX THOUSAND THREE HUNDRED FORTY TWO DOLLARS  
AND THIRTY-SIX CENTS

----- (\$596,342.36) -----

by quarterly instalments of combined equal principal and diminishing interest amounts on the fifteenth day of February, the fifteenth day of May, the fifteenth day of August, and the fifteenth day of November in each of the years 2023 to 2027, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments, in the amounts set forth in the attached Serial Debenture Schedule (the “**Amortization Schedule**”) and subject to late payment interest charges pursuant to the Conditions, in lawful money of Canada. Subject to the Conditions: interest shall be paid until the maturity date of this debenture, in like money in quarterly payments from the closing date (November 15, 2022), or from the last date on which interest has been paid on this debenture, whichever is later, at the rate of 4.62% per annum, in arrears, on the specified dates, as set forth in the Amortization Schedule; and interest shall be paid on default at the applicable rate set out in the Amortization Schedule both before and after default and judgment. The payments of principal and interest and the outstanding amount of principal in each year are shown in the Amortization Schedule.

The Municipality, pursuant to section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011* (the “**OILC Act, 2011**”) hereby irrevocably agrees that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness under this debenture, and to pay such amounts to OILC from the Consolidated Revenue Fund.

This debenture is subject to the Conditions.

DATED at The Corporation of The City of Temiskaming Shores as at the 15th day of November, 2022.

IN TESTIMONY WHEREOF and under the authority of By-law Number 2022-160 of the Municipality duly passed on 1st day of November, 2022 (the “**By-law**”), this debenture is sealed with the municipal seal of the Municipality and signed by the Mayor and by the Treasurer thereof.

Date of Registration: November 15, 2022

\_\_\_\_\_  
Carman Kidd, Mayor

(Seal)

\_\_\_\_\_  
Stephanie Léveillé, Treasurer

OILC hereby agrees that the Minister of Finance is entitled to exercise certain rights of deduction pursuant to section 25 of the OILC Act, 2011 as described in this debenture.

Ontario Infrastructure and Lands Corporation

by: _____ Authorized Signing Officer	by: _____ Authorized Signing Officer
---	---

## LEGAL OPINION

We have examined the By-law of the Municipality authorizing the issue of serial debentures in the principal amount of \$596,342.36 dated November 15, 2022 and maturing on November 15, 2027 in quarterly instalments of combined equal principal and diminishing interest amounts on the fifteenth day of February, the fifteenth day of May, the fifteenth day of August, and the fifteenth day of November in each of the years 2023 to 2027, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments as set out in Schedule "C" to the By-law.

In our opinion, the By-law has been properly passed and is within the legal powers of the Municipality. The debenture issued under the By-law in the within form (the "**Debenture**") is the direct, general, unsecured and unsubordinated obligation of the Municipality. The Debenture is enforceable against the Municipality subject to the special jurisdiction and powers of the Local Planning Appeal Tribunal over defaulting municipalities under the *Municipal Affairs Act*. This opinion is subject to and incorporates all the assumptions, qualifications and limitations set out in our opinion letter.

November 15, 2022

Kemp Pirie Crombeen [no signature required]

## **CONDITIONS OF THE DEBENTURE**

### **Form, Denomination, and Ranking of the Debenture**

1. The debentures issued pursuant to the By-law (collectively the “**Debentures**” and individually a “**Debenture**”) are issuable as fully registered Debentures without coupons.
2. The Debentures are direct, general, unsecured and unsubordinated obligations of the Municipality. The Debentures rank concurrently and equally in respect of payment of principal and interest with all other debentures of the Municipality except for the availability of money in a sinking or retirement fund for a particular issue of debentures.
3. This Debenture is one fully registered Debenture registered in the name of OILC and held by OILC.

### **Registration**

4. The Municipality shall maintain at its designated office a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.

### **Title**

5. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of Debentures, including this Debenture, as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.

### **Payments of Principal and Interest**

6. The record date for purposes of payment of principal of and interest on the Debentures is as of 5:00 p.m. on the sixteenth calendar day preceding any Payment Date including the maturity date. Principal of and interest on the Debentures are payable by the Municipality to the persons registered as holders in the registry on the relevant record date. The Municipality shall not be required to register any transfer, exchange or substitution of Debentures during the period from any record date to the corresponding Payment Date.
7. The Municipality shall make all payments in respect of quarterly instalments of combined equal principal and diminishing interest amounts on the Debentures on the Payment Dates commencing on February 15, 2023 and ending on November 15, 2027, as set out in Schedule "C" to the By-law, by pre-authorized debit in respect of such interest and principal to the credit of the registered holder on such terms as the Municipality and the registered holder may agree.
8. The Municipality shall pay to the registered holder interest on any overdue amount of principal or interest in respect of any Debenture, both before and after default and judgment, at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debenture for such amount plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amount becomes overdue for so long as such amount remains overdue and the Municipality shall pay to the registered holder any and all costs incurred by the registered holder as a result of the overdue payment.
9. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular quarterly interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.
10. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**"), and if any date for payment is not a Business Day, payment shall be made on the next following Business Day as noted on the Amortization Schedule.
11. The Debentures are transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations will be delivered as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

12. The Municipality shall issue and deliver Debentures in exchange for or in substitution for Debentures outstanding on the registry with the same maturity and of like form in the event of a mutilation, defacement, loss, mysterious or unexplainable disappearance, theft or destruction, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case of a mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed Debenture) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
13. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of the By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
14. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
15. Reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed principal and interest cheques (if any) may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
16. If OILC elects to terminate its obligations under the financing agreement or rate offer agreement entered into between the Municipality and OILC, pursuant to which the Debentures are issued, or if the Municipality fails to meet and pay any of its debts or liabilities when due, or uses all or any portion of the proceeds of any Debenture for any purpose other than for a Capital Work(s) as authorized in the By-Law, the Municipality shall pay to OILC the Make-Whole Amount on account of the losses that it will incur as a result of the early repayment or early termination.



## **Notices**

17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder. If the Municipality or any registered holder is required to give any notice in connection with the Debentures on or before any day and that day is not a Business Day (as defined in section 10 of these Conditions) then such notice may be given on the next following Business Day.

## **Time**

18. Unless otherwise expressly provided herein, any reference herein to a time shall be considered to be a reference to Toronto time.

## **Governing Law**

19. The Debentures are governed by and shall be construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable in Ontario.

## **Definitions:**

- (a) **"Prime Rate"** means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of this Debenture: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the **"Reference Banks"**) as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the **"Prime Rate"** shall be the arithmetic mean of the rates quoted by those Reference Banks.
- (b) **"Make-Whole Amount"** means the amount determined by OILC as of the date of prepayment of the Debenture, by which (i) the present value of the remaining future scheduled payments of principal and interest under the Debenture to be repaid from the prepayment date until maturity of the Debenture discounted at the Ontario Yield exceeds (ii) the principal amount under the Debenture being repaid provided that the Make-Whole Amount shall never be less than zero.
- (c) **"Ontario Yield"** means the yield to maturity on the date of prepayment of the Debenture, assuming quarterly compounding, which a non-prepayable term loan made by the Province of Ontario would have if advanced on the date of prepayment of the Debenture, assuming the same principal amount as the Debenture and with a maturity date which

is the same as the remaining term to maturity of the Debenture to be repaid minus 100 basis points.

# THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

## Schedule "C" to By-law Number 2022-160

Name: The Corporation of The City of Temiskaming Shores  
Principal: \$596,342.36  
Rate: 4.62%  
Compound: Quarterly  
Matures: November 15, 2027

Pay #	Date	Amount Due	Principal Due	Interest Due	Rem. Principal
1	02/15/2023	36,761.49	29,817.12	6,944.37	566,525.24
2	05/15/2023	36,199.14	29,817.12	6,382.02	536,708.12
3	08/15/2023	36,067.05	29,817.12	6,249.93	506,891.00
4	11/15/2023	35,719.83	29,817.12	5,902.71	477,073.88
5	02/15/2024	35,372.61	29,817.12	5,555.49	447,256.76
6	05/15/2024	34,912.17	29,817.12	5,095.05	417,439.64
7	08/15/2024	34,678.18	29,817.12	4,861.06	387,622.52
8	11/15/2024	34,330.96	29,817.12	4,513.84	357,805.40
9	02/15/2025	33,983.74	29,817.12	4,166.62	327,988.28
10	05/15/2025	33,511.98	29,817.12	3,694.86	298,171.16
11	08/15/2025	33,289.30	29,817.12	3,472.18	268,354.04
12	11/15/2025	32,942.08	29,817.12	3,124.96	238,536.92
13	02/15/2026	32,594.87	29,817.12	2,777.75	208,719.80
14	05/15/2026	32,168.39	29,817.12	2,351.27	178,902.68
15	08/15/2026	31,900.43	29,817.12	2,083.31	149,085.56
16	11/15/2026	31,553.21	29,817.12	1,736.09	119,268.44
17	02/15/2027	31,205.99	29,817.12	1,388.87	89,451.32
18	05/15/2027	30,824.81	29,817.12	1,007.69	59,634.20
19	08/15/2027	30,511.56	29,817.12	694.44	29,817.08
20	11/15/2027	30,164.30	29,817.08	347.22	0.00
		668,692.09	596,342.36	72,349.73	

No. 2022-160

\$596,342.36

C A N A D A  
Province of Ontario  
The Corporation of The City of Temiskaming Shores

FULLY REGISTERED INTEREST RATE 4.62% SERIAL DEBENTURE

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES (the “**Municipality**”), for value received, hereby promises to pay to

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (“**OILC**”)

or registered assigns, subject to the Conditions attached hereto which form part hereof (the “Conditions”), upon presentation and surrender of this debenture (or as otherwise agreed to by the Municipality and OILC) by the maturity date of this debenture ((November 15, 2027), the principal amount of

FIVE HUNDRED NINETY SIX THOUSAND THREE HUNDRED FORTY TWO DOLLARS  
AND THIRTY-SIX CENTS

----- (\$596,342.36) -----

by quarterly instalments of combined equal principal and diminishing interest amounts on the fifteenth day of February, the fifteenth day of May, the fifteenth day of August, and the fifteenth day of November in each of the years 2023 to 2027, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments, in the amounts set forth in the attached Serial Debenture Schedule (the “**Amortization Schedule**”) and subject to late payment interest charges pursuant to the Conditions, in lawful money of Canada. Subject to the Conditions: interest shall be paid until the maturity date of this debenture, in like money in quarterly payments from the closing date (November 15, 2022), or from the last date on which interest has been paid on this debenture, whichever is later, at the rate of 4.62% per annum, in arrears, on the specified dates, as set forth in the Amortization Schedule; and interest shall be paid on default at the applicable rate set out in the Amortization Schedule both before and after default and judgment. The payments of principal and interest and the outstanding amount of principal in each year are shown in the Amortization Schedule.

The Municipality, pursuant to section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011* (the “**OILC Act, 2011**”) hereby irrevocably agrees that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness under this debenture, and to pay such amounts to OILC from the Consolidated Revenue Fund.

This debenture is subject to the Conditions.

DATED at The Corporation of The City of Temiskaming Shores as at the 15th day of November, 2022

IN TESTIMONY WHEREOF and under the authority of By-law Number 2022-160 of the Municipality duly passed on the 1st day of November, 2022 (the “By-law”), this debenture is sealed with the municipal seal of the Municipality and signed by the Mayor and by the Treasurer thereof.

Date of Registration: November 15, 2022

_____	(Seal)	_____
Carman Kidd, Mayor		Stephanie Léveillé, Treasurer

<p>OILC hereby agrees that the Minister of Finance is entitled to exercise certain rights of deduction pursuant to section 25 of the OILC Act, 2011 as described in this debenture.</p> <p>Ontario Infrastructure and Lands Corporation</p> <table border="0"><tr><td>by: _____</td><td>by: _____</td></tr><tr><td>Authorized Signing Officer</td><td>Authorized Signing Officer</td></tr></table>		by: _____	by: _____	Authorized Signing Officer	Authorized Signing Officer
by: _____	by: _____				
Authorized Signing Officer	Authorized Signing Officer				

## LEGAL OPINION

We have examined the By-law of the Municipality authorizing the issue of serial debentures in the principal amount of \$596,342.36 dated November 15, 2022 and maturing on November 15, 2027 in quarterly instalments of combined equal principal and diminishing interest amounts on the fifteenth day of February, the fifteenth day of May, the fifteenth day of August, and the fifteenth day of November in each of the years 2023 to 2027, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments as set out in Schedule "C" to the By-law.

In our opinion, the By-law has been properly passed and is within the legal powers of the Municipality. The debenture issued under the By-law in the within form (the "**Debenture**") is the direct, general, unsecured and unsubordinated obligation of the Municipality. The Debenture is enforceable against the Municipality subject to the special jurisdiction and powers of the Local Planning Appeal Tribunal over defaulting municipalities under the *Municipal Affairs Act*. This opinion is subject to and incorporates all the assumptions, qualifications and limitations set out in our opinion letter.

November 15, 2022

Kemp Pirie Crombeen [no signature required]

## **CONDITIONS OF THE DEBENTURE**

### **Form, Denomination, and Ranking of the Debenture**

1. The debentures issued pursuant to the By-law (collectively the “**Debentures**” and individually a “**Debenture**”) are issuable as fully registered Debentures without coupons.
2. The Debentures are direct, general, unsecured and unsubordinated obligations of the Municipality. The Debentures rank concurrently and equally in respect of payment of principal and interest with all other debentures of the Municipality except for the availability of money in a sinking or retirement fund for a particular issue of debentures.
3. This Debenture is one fully registered Debenture registered in the name of OILC and held by OILC.

### **Registration**

4. The Municipality shall maintain at its designated office a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.

### **Title**

5. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of Debentures, including this Debenture, as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.

### **Payments of Principal and Interest**

6. The record date for purposes of payment of principal of and interest on the Debentures is as of 5:00 p.m. on the sixteenth calendar day preceding any Payment Date including the maturity date. Principal of and interest on the Debentures are payable by the Municipality to the persons registered as holders in the registry on the relevant record date. The Municipality shall not be required to register any transfer, exchange or substitution of Debentures during the period from any record date to the corresponding Payment Date.
7. The Municipality shall make all payments in respect of quarterly instalments of combined equal principal and diminishing interest amounts on the Debentures on the Payment Dates commencing on February 15, 2023 and ending on November 15, 2027, as set out in Schedule "C" to the By-law, by pre-authorized debit in respect of such interest and principal to the credit of the registered holder on such terms as the Municipality and the registered holder may agree.
8. The Municipality shall pay to the registered holder interest on any overdue amount of principal or interest in respect of any Debenture, both before and after default and judgment, at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debenture for such amount plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amount becomes overdue for so long as such amount remains overdue and the Municipality shall pay to the registered holder any and all costs incurred by the registered holder as a result of the overdue payment.
9. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular quarterly interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.
10. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**"), and if any date for payment is not a Business Day, payment shall be made on the next following Business Day as noted on the Amortization Schedule.
11. The Debentures are transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations will be delivered as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.



12. The Municipality shall issue and deliver Debentures in exchange for or in substitution for Debentures outstanding on the registry with the same maturity and of like form in the event of a mutilation, defacement, loss, mysterious or unexplainable disappearance, theft or destruction, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case of a mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed Debenture) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
13. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of the By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
14. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
15. Reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed principal and interest cheques (if any) may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
16. If OILC elects to terminate its obligations under the financing agreement or rate offer agreement entered into between the Municipality and OILC, pursuant to which the Debentures are issued, or if the Municipality fails to meet and pay any of its debts or liabilities when due, or uses all or any portion of the proceeds of any Debenture for any purpose other than for a Capital Work(s) as authorized in the By-Law, the Municipality shall pay to OILC the Make-Whole Amount on account of the losses that it will incur as a result of the early repayment or early termination.

## **Notices**

17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder. If the Municipality or any registered holder is required to give any notice in connection with the Debentures on or before any day and that day is not a Business Day (as defined in section 10 of these Conditions) then such notice may be given on the next following Business Day.

## **Time**

18. Unless otherwise expressly provided herein, any reference herein to a time shall be considered to be a reference to Toronto time.

## **Governing Law**

19. The Debentures are governed by and shall be construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable in Ontario.

## **Definitions:**

- (a) **"Prime Rate"** means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of this Debenture: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the **"Reference Banks"**) as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the **"Prime Rate"** shall be the arithmetic mean of the rates quoted by those Reference Banks.
- (b) **"Make-Whole Amount"** means the amount determined by OILC as of the date of prepayment of the Debenture, by which (i) the present value of the remaining future scheduled payments of principal and interest under the Debenture to be repaid from the prepayment date until maturity of the Debenture discounted at the Ontario Yield exceeds (ii) the principal amount under the Debenture being repaid provided that the Make-Whole Amount shall never be less than zero.
- (c) **"Ontario Yield"** means the yield to maturity on the date of prepayment of the Debenture, assuming quarterly compounding, which a non-prepayable term loan made by the Province of Ontario would have if advanced on the date of prepayment of the Debenture, assuming the same principal amount as the Debenture and with a maturity date which

is the same as the remaining term to maturity of the Debenture to be repaid minus 100 basis points.

Name: The Corporation of The City of Temiskaming Shores  
 Principal: \$596,342.36  
 Rate: 4.62%  
 Compound: Quarterly  
 Matures: November 15, 2027

Pay #	Date	Amount Due	Principal Due	Interest Due	Rem. Principal
1	02/15/2023	36,761.49	29,817.12	6,944.37	566,525.24
2	05/15/2023	36,199.14	29,817.12	6,382.02	536,708.12
3	08/15/2023	36,067.05	29,817.12	6,249.93	506,891.00
4	11/15/2023	35,719.83	29,817.12	5,902.71	477,073.88
5	02/15/2024	35,372.61	29,817.12	5,555.49	447,256.76
6	05/15/2024	34,912.17	29,817.12	5,095.05	417,439.64
7	08/15/2024	34,678.18	29,817.12	4,861.06	387,622.52
8	11/15/2024	34,330.96	29,817.12	4,513.84	357,805.40
9	02/15/2025	33,983.74	29,817.12	4,166.62	327,988.28
10	05/15/2025	33,511.98	29,817.12	3,694.86	298,171.16
11	08/15/2025	33,289.30	29,817.12	3,472.18	268,354.04
12	11/15/2025	32,942.08	29,817.12	3,124.96	238,536.92
13	02/15/2026	32,594.87	29,817.12	2,777.75	208,719.80
14	05/15/2026	32,168.39	29,817.12	2,351.27	178,902.68
15	08/15/2026	31,900.43	29,817.12	2,083.31	149,085.56
16	11/15/2026	31,553.21	29,817.12	1,736.09	119,268.44
17	02/15/2027	31,205.99	29,817.12	1,388.87	89,451.32
18	05/15/2027	30,824.81	29,817.12	1,007.69	59,634.20
19	08/15/2027	30,511.56	29,817.12	694.44	29,817.08
20	11/15/2027	30,164.30	29,817.08	347.22	0.00
		668,692.09	596,342.36	72,349.73	

## CERTIFICATE OF THE CLERK

**To: Kemp Pirie Crombeen**

**And To: OILC**

IN THE MATTER OF an issue of a 5 year(s), 4.62% serial debenture of The Corporation of The City of Temiskaming Shores (the "**Municipality**") in the principal amount of \$596,342.36, authorized by Debenture By-law Number 2022-160 (the "**Debenture By-law**");

AND IN THE MATTER OF authorizing by-law(s) of the Municipality enumerated in Schedule "A" to the Debenture By-law.

I, Kelly Conlin, Clerk of the Municipality, **DO HEREBY CERTIFY THAT:**

1. The Debenture By-law was finally passed and enacted by the Council of the Municipality on November 01, 2022 in full compliance with the *Municipal Act, 2001*, as amended (the "**Act**") at a duly called meeting at which a quorum was present. Forthwith after the passage of the Debenture By-law, the same was signed by the Mayor and the Clerk and sealed with the municipal seal of the Municipality.
2. The authorizing by-law(s) referred to in Schedule "A" to the Debenture By-law (the "**Authorizing By-law(s)**") have been enacted and passed by the Council of the Municipality in full compliance with the Act at meeting(s) at which a quorum was present. Forthwith after the passage of the Authorizing By-law(s) the same were signed by the Mayor and by the Clerk and sealed with the municipal seal of the Municipality.
3. With respect to the undertaking of the capital work(s) described in the Debenture By-law (the "**Capital Work(s)**"), before the Council of the Municipality exercised any of its powers in respect of the Capital Work(s), and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any), the Council of the Municipality had its Treasurer complete the required calculation set out in the relevant debt and financial obligation limits regulation (the "**Regulation**"). Accordingly, based on the Treasurer's calculation and determination under the Regulation, the Council of the Municipality authorized the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), without the approval of the Local Planning Appeal Tribunal pursuant to the Regulation.
4. No application has been made or action brought to quash, set aside or declare invalid the Debenture By-law or the Authorizing By-law(s) nor have the same been in any way repealed, altered or amended, except insofar as some of the Authorizing By-law(s) may have been amended by any of the Authorizing By-law(s) set forth in Schedule "A" (if any), and the Debenture By-law and the Authorizing By-law(s) are now in full force and effect.
5. All of the recitals contained in the Debenture By-law and the Authorizing By-law(s) are true in substance and fact.

6. To the extent that the public notice provisions of the Act are applicable, the Authorizing By-law(s) and the Debenture By-law have been enacted and passed by the Council of the Municipality in full compliance with the applicable public notice provisions of the Act.

7. None of the debentures authorized to be issued by the Authorizing By-law(s) have been previously issued.

8. The Municipality is not subject to any restructuring order under part V of the Act or other statutory authority, accordingly, no approval of the Authorizing By-law(s) and of the Debenture By-law and/or of the issue of the OILC Debentures is required by any transition board or commission appointed in respect of the restructuring of the municipality.

9. The Authorizing By-law(s) and the Debenture By-law and the transactions contemplated thereby do not conflict with, or result in a breach or violation of any statutory provisions which apply to the Municipality or any agreement to which the Municipality is a party or under which the Municipality or any of its property is or may be bound, or, to the best of my knowledge, violate any order, award, judgment, determination, writ, injunction or decree applicable to the Municipality of any regulatory, administrative or other government or public body or authority, arbitrator or court.

**DATED** at The Corporation of The City of Temiskaming Shores as at the 15th day of November, 2022

[AFFIX SEAL]

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Kelly Conlin, Clerk

## CERTIFICATE OF THE TREASURER

**To: Kemp Pirie Crombeen**

**And To: OILC**

IN THE MATTER OF an issue of a 5 year(s), 4.62% serial debenture of The Corporation of The City of Temiskaming Shores (the “**Municipality**”) in the principal amount of \$596,342.36, for Capital Work(s) of the Municipality authorized by Debenture By-law Number 2022-160 (the “**Debenture By-law**”);

AND IN THE MATTER OF authorizing by-laws of the Municipality enumerated in Schedule “A” to the Debenture By-law.

This Certificate is issued pursuant to the financing agreement between OILC and the Municipality effective the 3rd day of March, 2021 (the “**Financing Agreement**”). Capitalized terms used herein and defined in the Financing Agreement have the meanings ascribed to them in the Financing Agreement.

I, Stephanie Léveillé, Treasurer of the Municipality, **DO HEREBY CERTIFY THAT:**

1. The Municipality has received from the Ministry of Municipal Affairs and Housing its annual debt and financial obligation limit for the relevant years.
2. With respect to the undertaking of the capital work(s) described in the Debenture By-law (the “**Capital Work(s)**”), before the Council of the Municipality authorized **the** Capital Work(s), and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any), the Treasurer calculated the updated relevant debt and financial obligation limit in accordance with the applicable debt and financial obligation limits regulation (the “**Regulation**”). The Treasurer thereafter determined that the estimated annual amount payable in respect of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), would not cause the Municipality to reach or to exceed the relevant updated debt and financial obligation limit as at the date of the Council’s approval. Based on the Treasurer’s determination, the Council of the Municipality authorized the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), without the approval of the Local Planning Appeal Tribunal pursuant to the Regulation.
3. As at the date hereof the Municipality has not reached or exceeded its updated annual debt and financial obligation limit .
4. In updating the relevant debt and financial obligation limit(s), the estimated annual amounts payable described in the Regulation were determined based on current interest rates and amortization periods which do not, in any case, exceed the lifetime of any of the purposes

of the Municipality described in such section, all in accordance with generally accepted accounting principles for local governments as recommended, from time to time, by the relevant Public Sector Accounting Board.

5. Any issues that were raised in any audit conducted under paragraph 16 (a) of the Financing Agreement have been resolved to the satisfaction of OILC in its sole discretion and/or OILC has not required an audit under paragraph 16 (a) of the Financing Agreement or such audit is not ongoing.

6. The term within which the debentures to be issued for the Municipality in respect of the Capital Work(s) pursuant to the Debenture By-law are made payable does not exceed the lifetime of such Capital Work(s).

7. The principal amount now being financed through the issue of debentures pursuant to the Debenture By-law in respect of the Capital Work(s) does not exceed the net cost of each such Capital Work and does not exceed the Committed Amount for such Capital Work(s).

8. Expenditures on the Capital Work(s) have been made or will be made in an amount that does not exceed the Committed Amount for such Capital Work(s), if OILC, in its sole discretion, has agreed to purchase the debentures to be issued pursuant to the Debenture By-law prior to making any Advance or prior to the expenditure of all or any portion of the Committed Amount on the Capital Work(s).

9. The money received by the Municipality from the sale of the debentures issued pursuant to the Debenture By-law, including any premium, and any earnings derived from the investment of that money after providing for the expenses related to their issue, if any, shall be apportioned and applied to the Capital Work(s), and to no other purpose except as permitted by the *Municipal Act, 2001*.

10. As of the date hereof none of the events specified in paragraph 12(c) of the Financing Agreement have occurred or are continuing.

11. On or before November 15, 2022, I as Treasurer, signed the fully registered serial debenture numbered 2022-160 in the principal amount of \$596,342.36 dated November 15, 2022, registered in the name of Ontario Infrastructure and Lands Corporation and authorized by the Debenture By-law (the “**OILC Debenture**”).

12. On or before November 15, 2022, the OILC Debenture was signed by Carman Kidd, Mayor of the Municipality at the date of the execution and issue of the OILC Debenture, the OILC Debenture was sealed with the seal of the Municipality, the OILC Debenture is in all respects in accordance with the Debenture By-law and in issuing the OILC Debenture the Municipality is not exceeding its borrowing powers.

13. The said Carman Kidd,, is the duly Mayor of the Municipality and that I am the duly appointed Treasurer of the Municipality and that we were severally authorized under the Debenture By-law to execute the OILC Debenture in the manner aforesaid and that the OILC Debenture is entitled to full faith and credence.



14. No litigation or proceedings of any nature are now pending or threatened, attacking or in any way attempting to restrain or enjoin the issue and delivery of the OILC Debenture or in any manner questioning the proceedings and the authority under which the same is issued, or affecting the validity thereof, or contesting the title or official capacity of the said Mayor or myself as Treasurer of the Municipality, and no Mayor or proceedings for the issuance of the OILC Debenture or any part of it has been repealed, revoked or rescinded in whole or in part.

15. The representations and warranties of the Municipality set out in paragraph 2 of the Financing Agreement were true and correct as of the date of the request to purchase the debentures in respect of the Capital Work(s) pursuant to the Debenture By-law and are true and correct as of the date hereof and the Municipality is not in material default of any of its obligations under such Financing Agreement.

**DATED** at The Corporation of The City of Temiskaming Shores as at the 15th day of November, 2022.

[AFFIX SEAL]

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Stephanie Léveillé, Treasurer

I, Kelly Conlin, Clerk of the Municipality do hereby certify that the signature of Stephanie Léveillé, Treasurer of the Municipality described above, is true and genuine.

[AFFIX SEAL]

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Kelly Conlin  
Clerk

**The Corporation of the City of Temiskaming Shores**  
**By-law No. 2022-161**

**Being a by-law to adopt a Social Media Policy for  
the City of Temiskaming Shores**

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

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

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

**Whereas** Council considered Administrative Report CS-044-2022 at the November 1<sup>st</sup>, 2022 Regular Council meeting and directed staff to prepare the necessary by-law to adopt a Social Media Policy for the City of Temiskaming Shores for consideration at the November 1<sup>st</sup>, 2022 Regular Council meeting.

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

1. That Council adopts a Social Media Policy for the City of Temiskaming Shores, identified as Schedule "A", attached hereto and forming part of this by-law, and;
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 1<sup>st</sup> day of November, 2022.

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Mayor

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Clerk



Schedule “A” to

**By-law No. 2022-161**

**SOCIAL MEDIA POLICY**

## **POLICY STATEMENT**

The purpose of this policy is to set guidelines and standards to ensure the appropriate use and management of social media on behalf of the City of Temiskaming Shores.

The City supports and promotes the use of social media as a tool to deliver effective and accessible communication about City news, programs and services to the community.

## **DEFINITIONS**

**City** means the City of Temiskaming Shores.

**City Manager** means the City Manager of the City of Temiskaming Shores.

**Corporate Account** means the City's social media account, within each Social Media channel, that provides communication for all City departments and is managed, maintained, and populated by the Social Media Account Administrator.

**Member of Council** means the Mayor and Council of the City of Temiskaming Shores.

**Department Head** means the Director or Manager of a department of the City.

**Employee** means any Permanent Full Time, Permanent Part Time, Probationary, Temporary, Student, or Contract person employed by the City of Temiskaming Shores.

**Objectionable Material** means content that contradicts the principles established by the Ontario Human Rights Code or materials of a pornographic, profane or sexually explicit nature, as well as content that may offend based on race, ancestry, place of origin, ethnicity, citizenship, creed, age, sex, marital status, sexual orientation, family status, religion or disability.

**Social Media** means the various online, accessible communication channels or technologies that enable individuals to join and/or participate in online communities for the purpose of publicly sharing information, ideas, messages, pictures, etc. These channels can include Facebook, Twitter, YouTube, Instagram, LinkedIn, as well as blogs, mobile applications, websites, photo boards, discussion boards, or any other online location where commentary is publicly share and attributed to the corporation, an employee, or elected official.

**Social Media Account Administrator** means any employee designated by the City Manager to maintain the Corporate Social Media Accounts.

## **SCOPE**

This policy applies to all City employees, including full-time, part-time, temporary, contract, internship, volunteer and co-op placement employees and Members of Council.

Any contractors and service providers are afforded the same rights and expectations as employees in this policy, while performing authorized activities for the City.

This policy also applies to members of the public who use, comment or posts on City social media sites and social networks.

The policy applies to all the City's social media accounts.

## **POLICY CONTENT**

The City Manager is responsible for designating the role of Social Media Account Administrator. This person is responsible for posting, monitoring, and maintaining the account on behalf of the City.

## **ACCOUNT CREATION & MANAGEMENT**

Before creating a Corporate Account or adding a new social media channel, discussion should occur between the Social Media Account Administrator, City Manager, and any other applicable staff on the need for and benefit of a new account and/or channel. Before creating a separate account for a department employees must obtain permission from the City Manager. Any Corporate Account established by the City prior to the adoption of this policy will be reviewed by the Social Media Account Administrator(s) for compliance to this policy.

## **MAINTENANCE**

Social Media Account Administrators must maintain accounts to ensure they are kept current and relevant to the public. Social Media Account Administrators must undertake regular audits of social media comments to ensure inappropriate postings are removed in a timely fashion.

## **PURPOSE AND USE**

Social media should be used as a communications tool for the intent of enhancing communication from the City to the public about programs and services for the following purposes:

- Raising awareness and sharing information
- Recruiting employees and volunteers
- Promoting City events, programs, and services
- Increasing access to information for specific audiences
- Promoting opportunities for public involvement and comment on the City's online engagement platform
- Where possible, social media accounts should link back to the City's website

for the purpose of downloading forms, documents, and providing specific or additional information.

## **CONDUCT**

Social Media Account Administrators using social media on behalf of the City will conduct themselves in a professional and ethical manner, including:

- Post accurate, credible, and consistent information and links that are consistent with the City's information, messages, brand identity, and policies. Department Heads are responsible for the accuracy and relevancy of any information forwarded to the Social Media Account Administrator for posting.
- Strive for transparency and openness.
- Publicly correct any information in a timely manner that has been communicated and found to be in error, using the same platform it was produced.
- Post content in a manner that is discreet, does not disclose confidential information or release personal or corporate information, without prior consent. Social Media content must take the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) into consideration.
- Must not engage in offensive language, respond in a confrontational manner, or post content that is not professional.
- Must not use Corporate Accounts to express personal opinions or further personal agendas.
- Ensure proper protocols and permissions are obtained for posting any copyrighted material (including documents, websites, logos, images).
- Ensure security of social media accounts is maintained, including password and login information.

## **SHARING/RE-POSTING CONTENT**

When sharing or re-posting content from a social media account that is not owned by the City, Social Media Account Administrators must follow these guidelines:

- Connects the public with information and services provided by upper tier governments or government-funded agencies or boards in Canada.
- Provides further information on subject matter found on the City's website.
- A City affiliated organization, service club or registered charity (direct partnership by way of funding, sponsorship, staff resources or in-kind contributions)
- A business improvement area operating within the City.
- Any organization approved by Council.

Any posts that promote events that are for individual businesses (except members of the BIA), include objectionable material, do not comply with municipal, provincial or federal legislation, are political in nature, or promote an

individual religion or religious service must not be shared or reposted on a City social media account.

## **PERSONAL USE OF SOCIAL MEDIA BY MEMBERS OF COUNCIL AND EMPLOYEES**

City employees who are not Social Media Account Administrators are not permitted to publish or comment via social media in any way that suggests they are doing so in connection with or as representatives of the City. Incidental or occasional personal use of social media on personal or workplace devices is allowed, providing such limited use will not result in any measurable expense to the City in time, material, or productivity, and is subject to the limitations of this policy.

## **CONDUCT**

The City expects all Employees and Members of Council who use social media to do so without breaching their duties to the City. Employees and Members of Council should consider the following:

- Even if you don't explicitly identify yourself as an Employee or Member of Council, others may identify you as such by your name, your place of work, a photograph, or by the content you post.
- Do not use visual cues that suggest you represent the City.
- Do not circulate any organizational or confidential information.
- Do not engage in workplace discrimination, violence or harassment.

## **SECURITY AND MONITORING OF CORPORATE USE**

Information Technology of the City may facilitate a request to monitor and oversee social media accounts and may enable technical risk mitigation controls, including filtering and scanning files exchanged with social media sites

All information created on Corporate Social Media Accounts using municipal technology is the property of the City. Reasonable technological and procedural measures, including auditing and random monitoring of social media accounts, will occur to ensure adherence to corporate policies and standards.

## **LOG-IN AND PASSWORD MANAGEMENT**

City's Corporate Social Media Accounts are owned by the Municipality. All credentials and details for Corporate Accounts must be communicated to the City's IT staff. Password changes must be immediately communicated to IT staff.

## **CITIZEN CONDUCT**

The City reserves the right to remove inappropriate, inaccurate, irrelevant or unproductive content (i.e. posts and comments) from social media accounts. If the user continues to post inappropriate, irrelevant, inaccurate or unproductive content, the City may ban/block the user from the site at the discretion of staff.

Comments, posts, or articles containing the following content will not be allowed:

- Comments not topically related to the topic and/or issue being commented upon;
- Account spamming, trolling or overposting;
- Posts that are meant to solicit sales, products, or goods and services;
- Profane, aggressive, hateful, defamatory, insulting, rude, abusive or violent language or content;
- Content that includes or includes links to objectionable material, as defined in this policy;
- Conduct or encouragement of illegal activity;
- Information that may compromise the privacy, safety or security of the City, public, or public systems;
- Comments or posts that includes inaccurate material or misrepresent facts as known by the City;
- Comments or posts that impersonate or misrepresent someone else;

## **LEGAL**

Social Media Account Administrators must ensure that privacy, confidentiality, copyright, and data protection laws are adhered to. All Corporate Accounts must adhere to applicable provincial, federal, and local laws, regulations, and policies, including other applicable City policies.

## **COMPLIANCE**

In cases of policy violation, the City may investigate and determine appropriate corrective action. Employees may be subject to discipline up to and including dismissal for violating this policy. Members of Council may be subject to action for violation of the Code of Conduct.



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

## **By-law No. 2022-162**

### **Being a by-law to enter into a Tax Rebate agreement with the Temiskaming Shores Seniors' Housing Corporation**

**Whereas** Council passed Resolution No. 2018-322 at its June 28, 2018 Regular Meeting for in-kind support for the Affordable Seniors' Housing Project; and

**Whereas** Council passed Resolution No. 2019-621 at its November 25, 2019 Regular Meeting to confirm implementation of a Property Tax Rebate Program (Municipal portion only) over a five-year period to a cap of \$905,600; and

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

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

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

**Whereas** Council considered Administrative Report No. CS-044-2022 at the November 1<sup>st</sup>, 2022 Regular Council meeting, and directed staff to prepare the necessary by-law to enter into an Agreement with The Temiskaming Shores Seniors' Housing Corporation for the implementation of a property tax rebate program for consideration at the November 1<sup>st</sup>, 2022 Regular Council meeting;

**Whereas** the Council of the Corporation of the City of Temiskaming Shores deems it desirable to enter into an Agreement with the Temiskaming Shores Seniors' Housing Corporation.

**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 Temiskaming Seniors' Housing Corporation, as attached hereto as Schedule A, 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 1<sup>st</sup>, day of November, 2022.

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Mayor

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Clerk



**Schedule A to**

**By-law No. 2022-162**

Agreement between

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

and

**The Temiskaming Shores Seniors' Housing Corporation**

for the implementation of a five-year Property Tax Rebate Program

**This Agreement** made as of this 1<sup>st</sup> day of November, 2022.

Between:

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

And:

**THE TEMISKAMING SHORES SENIORS' HOUSING CORPORATION**  
(hereinafter referred to as "TSSHC")

**Whereas** TSSHC is the owner of the real property described as Roll No. 541802000206910.0000 at 310 Grant Drive (hereinafter referred to as "the property") and requested to secure tax relief for said property; and

**Whereas** the City agrees to provide a five-year Property Tax Rebate Program (Municipal portion only) under the terms and conditions set out in this agreement.

**Now therefore the parties hereto do hereby agree as follows:**

1. TSSHC is a Not-for Profit Corporation as defined in the *Not-for-Profit Corporations Act*, the Ontario Corporation Number (OCN) of which is 1989866.
2. Tax levied is defined as the local levy general as per Section 312 (2) of the *Municipal Act*, S.O. 2001, c.25, as amended, provides that for the purposes of raising the general local municipal levy, the council of a local municipality shall, after the adoption of estimates for the year, pass a by-law levying a separate tax rate, as specified in the by-law, on the assessment in each property class in the local municipality rateable for local municipality purposes.
3. The Corporation of the City of Temiskaming Shores agrees to provide a property tax rebate of the municipal tax portion only, over a five-year period, and is hereby confirmed, the same having been determined by Resolution No. 2018-322, passed June 20, 2018 and by Resolution No. 2019-621 passed November 25, 2019.
4. The property tax rebate of the municipal tax portion only will be provided according to the percentages below:

Year	Percentage
2021	100%
2022	100%
2023	70%
2024	60%
2025	20%

5. The tax rebate shall be effective for the 2021 taxation year, and the four succeeding years, subject to:
  - i. TSSHC carrying on a seniors' residence upon the property; and
  - ii. TSSHC remaining a Not-for-Profit Corporation as defined in the *Not-for-Profit Corporations Act*.
6. All user fees and other applicable tax levies remain the responsibility of the TSSHC.
7. All applicable provisions of s.361 of the Municipal Act, S.O. 2001, c.25, as amended, shall apply and be effective.

**Remainder of Page left blank intentionally**

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

Signed and Sealed in  
the presence of

**The Temiskaming Shores  
Seniors' Housing Corporation**

\_\_\_\_\_

\_\_\_\_\_

Municipal Seal

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

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

**By-law No. 2022-163**

**Being a by-law to amend By-law No. 2021-122 to enter into an agreement with Call2Recycle Canada Inc. for the acceptance of recycled single-use and rechargeable batteries collected within Temiskaming Shores**

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

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

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

**Whereas** Council considered Memo No. 014-2021-PW at the August 10, 2021 Regular Council meeting, and directed staff to prepare the necessary by-law to enter into an agreement with Call2Recycle Canada Inc. for the acceptance of recycled single-used and rechargeable batteries collected within the City of Temiskaming Shores, for consideration at the August 10, 2021 Regular Council meeting; and

**Whereas** Council considered Memo No. 011-2022-PW at the November 1, 2022 Regular Council meeting, and directed staff to amend By-Law 2021-122 for the purpose of amending the fee schedule outlined in Section 4 of By-Law 2021-122; to allow for a unilateral increase upon written notice, for consideration at the November 1, 2022 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 Appendix 01 to Schedule "A" of By-law No. 2021-122, be amended to including the following (attached hereto as Schedule A):
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor changes 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.

**Read a first, second and third time and finally passed** this 1<sup>st</sup> day of November, 2022.

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Mayor

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Clerk





Schedule “A” to

## **By-law 2022-163**

Being a By-Law to amend By-Law 2021-122

Agreement between

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

And

**Call2Recycle Canada Inc.**

for the acceptance of recycled single-used and rechargeable batteries collected within  
the City of Temiskaming Shores (Fee Schedule)

## **AMENDING AGREEMENT**

**THIS AMENDING AGREEMENT** made with effect as of the      day of      ,  
2022.

**BETWEEN:**

**CALL2RECYCLE CANADA, INC. ("Call2Recycle")**

- and -

\_\_\_\_\_ (the "**Local Government**")

**RECITALS:**

- (a) Call2Recycle and the Local Government entered into the Used Consumer-Type Portable Battery Recycling Agreement (the "**Agreement**").
- (b) The parties wish to amend the Agreement in the manner set forth in this Amending Agreement.

**NOW THEREFORE THIS AMENDING AGREEMENT WITNESSES** that, in consideration of the mutual covenants and agreements contained in this Amending Agreement and other good and valuable consideration, the receipt and sufficiency of which are acknowledged by each of the parties, the parties covenant and agree as follows:

### **ARTICLE 1 - INTERPRETATION**

#### **1.1 Recitals True and Correct**

The recitals to this Amending Agreement are true and correct and provide for the authorization of the amendments to the Agreement as set out in this Amending Agreement.

#### **1.2 General**

All capitalized terms used in this Amending Agreement, unless otherwise defined shall have the meanings given to them in the Agreement.

#### **1.3 Nature of the Amendments to the Agreement**

This Amending Agreement shall be effective as of the date first written above. As of and from such date, the provisions of the Agreement and this Amending Agreement shall be read together and have effect as though all of such provisions were contained in one instrument.

### **ARTICLE 2 - AMENDMENTS**

## **2.1 Amendments to Section 4.1**

- (a) Section 4.1(a)(i) of the Agreement is hereby amended by deleting the references to "a fee of \$0.55 per kilogram" and replacing it with "a fee per kilogram as set out in Schedule "A", as may be amended from time to time, provided Call2Recycle may unilaterally increase such amount at any time upon written notice".
- (b) Section 4.1(a)(i) of the Agreement is hereby amended by deleting the references to "a fee of \$1.20 per kilogram" and replacing it with "a fee per kilogram as set out in Schedule "A", as may be amended from time to time, provided Call2Recycle may unilaterally increase such amount at any time upon written notice".

## **2.2 Schedule "A"**

A new Schedule "A" is added to the Agreement in the form attached as Section "A" to this Amending Agreement.

# **ARTICLE 3 - GENERAL PROVISIONS**

## **3.1 Confirmation of Agreement**

The Agreement, as amended by this Amending Agreement, continues in full force and effect and is hereby confirmed by the parties.

## **3.2 Governing Law and Forum**

This Amending Agreement is governed by and construed, interpreted and enforced in accordance with the laws of the Province of Ontario.

*[Signature page follows]*

**IN WITNESS WHEREOF** the parties have executed this Amending Agreement agree to be bound as of the day, month and year first written above.

**CALL2RECYCLE CANADA, INC.**

By: \_\_\_\_\_

Name:

Title:

*I have authority to bind Call2Recycle*

**[Local Government]**

By: \_\_\_\_\_

Name:

Title:

*I have authority to bind the Municipality*

## **SCHEDULE "A"**

### **Compensation Rates**

<b>Effective Date</b>	<b>Depot Collections Fee (per kilogram)</b>	<b>Household Hazardous Waste Event Collections Fee (per kilogram)</b>
Up until and including December 31, 2022	\$0.55	\$1.20
January 1, 2023	\$0.65	\$1.42

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

### **By-law No. 2022-164**

#### **Being a by-law to enter into an agreement with TYLin International Ltd. for the completion of a Transportation Study in the downtown cores of the City of Temiskaming Shores**

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

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

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

**Whereas** Council considered Administrative Report No. PW-029-2022 at the November 1, 2022 Regular Council meeting, and directed staff to prepare the necessary by-law to enter into an agreement with TYLin International Ltd. for the purpose of completing a Transportation Study in the City Downtown Cores in the amount of \$59,771.00, plus applicable taxes, for consideration at the November 1, 2022, Regular Council meeting.

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

1. That Council authorizes the entering into an agreement with TYLin International Ltd. for the purpose of completing a Transportation Study in the City's downtown cores in the amount of \$59,771.00, plus applicable taxes, for consideration at the November 1, 2022, Regular Council meeting, a copy of which is attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 1<sup>st</sup> day of November 2022.

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Mayor

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Clerk



Schedule “A” to

## **By-law 2022-164**

Agreement between

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

And

**TYLin International Ltd**

For the completion of a Transportation Study for downtown cores

**This agreement** made this 1<sup>st</sup> day of November, 2022.

Between:

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

And:

**TYLin International Ltd.**  
(hereinafter called “the Contractor”)

Witnesseth:

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

**Article I:**

The Contractor will:

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

**The Corporation of City of Temiskaming Shores  
PW-RFP-006-2022 Eng. Services  
Transportation Study - Downtown Cores**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement, attached hereto as Appendix 01; and
- c) Complete, as certified by the Manager of Transportation Services by October 31, 2023.
- d) The time limits referred to in this Agreement may be abridged or extended by mutual agreement by both Parties.

**Article II:**

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid **Fifty-nine Thousand, Seventy-hundred and seventy-one dollars and Zero cents (\$59,771.00)** plus applicable taxes, subject to additions and deductions as provided in the Contract Documents attached hereto as Appendix 01.



- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such Invoice.

**ARTICLE III:**

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

The Contractor:

**TYLin International Ltd.**  
8800 Dufferin Street,  
Vaughan, Ontario  
L4K 0C5

The Owner:

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

The Manager of Transportation Services:

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

**Remainder of Page left blank intentionally**

Signed and Sealed in  
the presence of

Dale Dionne, Sector Lead - Transportation

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

Clerk – Kelly Conlin



Appendix 01 to  
Schedule “A” to

**By-law No. 2022-164**

Form of Agreement

**City of Temiskaming Shores**  
**PW-RFP-006-2022**  
**Eng. Services –Transportation Study - Downtown Cores**  
**Form of Proposal**

Proponent's submission of bid to:

The Corporation of the City of Temiskaming Shores

Stipulated Bid Price

We/I, TYLin International Ltd.  
(Registered Company Name/Individuals Name)

Of, 8800 Dufferin Street, Vaughan, ON  
(Registered Address and Postal Code)

Phone Number:                      Email:                     

We/I hereby offer to enter into an agreement for the goods and/or services, as required in accordance to the Proposal for a price of (must be CDN funds and without HST):

Lump Sum Price: (excl. HST) \$ 59,771

Days to deliver once awarded: 337

**Acknowledgement of Addenda**

I/We have received and allowed for ADDENDA NUMBER 1 in preparing my/our proposal.

Bidder's Authorized Official: Dale Dionne

Title: Sector Lead, Transportation

Signature: 

Date: 2022-10-06

**Form 1 to be submitted.**

**City of Temiskaming Shores**  
**PW-RFP-006-2022**  
**Eng. Services –Transportation Study - Downtown Cores**  
**Non-Collusion Affidavit**

I/ We TYLin International Ltd. the undersigned am fully informed respecting the preparation and contents of the attached Proposal 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 proposed 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: Vaughan this 6th day of October, 2022.

Bidder's Authorized Official: Dale Dionne

Title: Sector Lead, Transportation

Signature:  \_\_\_\_\_

Date: 2022-10-06

**Form 2 to be submitted.**

**City of Temiskaming Shores**  
**PW-RFP-006-2022**  
**Eng. Services –Transportation Study - Downtown Cores**  
**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 Proposal 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 Proposal submission or the contractual obligations under the Agreement.

List Situations:

no actual or perceived conflict of interest.

In making this Proposal submission, our Company has / has no <sup>337</sup> (*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 RFP process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at: Vaughan. this 6th day of October, 2022.

Signature:



Bidder's Authorized Official:

Dale Dionne

Title:

Sector Lead, Transportation

Company Name:

TYLin International Ltd.

**Form 3 to be submitted.**

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

## **By-law No. 2022-165**

### **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 November 1, 2022**

**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 **November 1, 2022** 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 1<sup>st</sup> day of November, 2022.

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Mayor

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Clerk