



The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, April 18, 2023 – 6:00 p.m.
City Hall – Council Chambers – 325 Farr Drive

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 – March 21, 2023
- b) Special Meeting of Council – March 28, 2023
- c) Committee of the Whole Meeting – April 4, 2023

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

8. Presentations / Delegations

9. Communications

- a) Danielle Manton, Clerk, City of Cambridge

Re: Resolution of Support – Barriers for Women in Politics

Reference: Received for Information

- b) Laura Vaisanen, Deputy Clerk, Township of Lake of Bays

Re: Resolution of Support – Municipal Oath of Office

Reference: Received for Information

- c) Sandra Carmicheal, Corporate Services Coordinator, Municipality of Calvin

Re: Resolution of Support – Moratorium on Pupil Accommodation

Reference: Received for Information

- d) Monique Chartrand, Executive Director, Victim Services of Temiskaming & District

Re: Proclamation Request - Victim and Survivors of Crime Week

Reference: Request presented under New Business for consideration

- e) Honourable Doug Downey, Attorney General for the Province of Ontario

Re: Update on POA Modernization and Streamlining Initiatives

Reference: Received for Information

- f) Michelle Sownski, Communications and Executive Coordinator, DTSSAB

Re: 2022 Annual Report

Reference: Received for Information

- g) Michelle Sownski, Communications and Executive Coordinator, DTSSAB

Re: Resolutions of Support for AMO and Canadian Alliance to End Homelessness

Reference: Received for Information

- h) Robert Baker, Management Forester – Temagami Forest

Re: 2023-2024 Annual Works Schedule for the Temagami Forest

Reference: Received for Information

- i) Staci Landry, Deputy Clerk, City of Owen Sound

Re: Resolution of Support – Municipal Insurance Costs

Reference: Received for Information

- j) Amberly Spilman, Executive Assistant to the CAO and Deputy Clerk, Town of Kirkland Lake

Re: Resolution of Support – Affordable Housing and Homelessness Call to Action

Reference: Received for Information

- k) Amberly Spilman, Executive Assistant to the CAO and Deputy Clerk, Town of Kirkland Lake

Re: Resolution of Support – Ontario School Board Election

Reference: Received for Information

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that the Council for the City of Temiskaming Shores agrees to deal with Communications Items 10 a) through k) in accordance with agenda references.

10. 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 from the Bicycle Friendly Community Committee meeting held on October 25, 2022;
- b) Minutes of the Climate Change Committee meeting held on January 24, 2023
- c) Minutes of the District of Timiskaming Social Services Administration Board meeting held on February 1, 2023;
- d) Minutes of the Temiskaming Shores Public Library Board meeting held on February 22, 2023;
- e) Minutes of the Timiskaming Health Unit Board of Health meeting held on March 1, 2023; and

- f) Minutes of the Temiskaming Transit Committee meeting held on March 16, 2023

11. Committees of Council – Internal Departments

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

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

- a) Minutes of the Public Works Committee meeting held on March 16, 2023

12. Reports by Members of Council

Councillor Mark Wilson – Annual meeting with the Ministry of Transportation

13. Notice of Motions

14. New Business

- a) **Proclamation Request – Victims and Survivors of Crime Week**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Whereas, each year Victims and Survivors of Crime Week is recognized to raise awareness of services and supports for persons harmed by crime and violence. This year's theme is "The Power of Collaboration"; and

Whereas this week seeks to offer a greater understanding of victim issues and recognizes the tireless efforts of frontline victim services staff, advocates and professionals working in the criminal justice system who support and offer information and assistance to survivors; and

Whereas support for victims is imperative in an effort to help them through challenging and traumatic experiences and helps foster feelings of resilience and courage. Community support, advocacy and public demonstrations of support help promote the community's capacity for compassion and provides the opportunity for open dialogue in understanding the impact of crime and violence on society; and

Whereas the City of Temiskaming Shores is committed to community safety and the wellbeing of its residents.

Now therefore I, Mayor Jeff Laferriere, on behalf of the Council, do hereby proclaim May 14 to May 20, 2023, as "Victims and Survivors of Crime Week" in the City of Temiskaming Shores.

b) Approval of Council meeting Schedule – May 2023 to December 2023

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Whereas By-law No. 2023-022 (Procedural By-law), indicates that Committee of the Whole meetings of Council shall be held on the first Tuesdays of each month commencing at 3:00 p.m. and that Regular Council of Council shall be held on the third Tuesday of each month commencing at 6:00 p.m.; and further that

For the months of July and August, Committee of the Whole shall be held on the 2nd Tuesday of the month commencing at 3:00 p.m., followed by a Regular meeting, unless otherwise decided by Council.

Now therefore be it resolved that Council for the City of Temiskaming Shores does hereby confirms the following schedule of meetings for the months of May 2023 to December 2023:

Tuesday, May 2, 2023	Committee of the Whole
Tuesday, May 16, 2023	Regular Meeting
Tuesday, June 6, 2023	Committee of the Whole
Tuesday, June 20, 2023	Regular Meeting
Tuesday, July 11, 2023	Committee of the Whole/Regular Meeting
Tuesday, August 8, 2023	Committee of the Whole/Regular Meeting
Tuesday, September 5, 2023	Committee of the Whole
Tuesday, September 19, 2023	Regular Meeting
Tuesday, October 3, 2023	Committee of the Whole
Tuesday, October 17, 2023	Regular Meeting
Tuesday, November 7, 2023	Committee of the Whole

Tuesday, November 21, 2023	Regular Meeting
Tuesday, December 5, 2023	Committee of the Whole
Tuesday, December 19, 2023	Regular Council Meeting

c) **Administrative Report PW-006-2023 – Tender Award for Granular M**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-006-2023; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with Miller Paving Limited, for supply and delivery of Granular “M” (estimated 12,000 t) in the amount of \$12.95 per ton for a total of \$155,400.00, plus applicable taxes, for consideration at the April 18, 2023, Regular Council meeting.

d) **Memo No. 013-2023-CS – Branch 54 – Haileybury Legion – Frog’s Breath Application**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 013-2023-RS; and

That Council for the City of Temiskaming Shores approve the request from the Haileybury Legion Branch 54 and agrees to sponsor their application in the amount of \$75,000 to the Frog’s Breath Foundation, to help fund their main hall renovation project.

e) **Administrative Report CS-014-2023 – Compressed Workweek Pilot – HR 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 No.CS-014-2023;

That Council adopts the draft policy in principal and directs staff to implement a pilot Compressed Workweek Schedule as outlined in the draft policy for the period of May 7th, 2023 to October 7th, 2023; and

That Council directs staff to prepare a follow-up report for Council's consideration upon the completion of the pilot program.

f) **Administrative Report CS-015-2023 – 2023 Tax Ratios & Tax Rates**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-015-2023;

That Council directs staff to prepare the necessary by-laws utilizing the Revenue Neutral Tax Ratios for 2023 calculated using a phased-in elimination of the subclass reduction factors for consideration at the April 18, 2023 Regular Council meeting.

That Council directs staff to prepare the necessary by-laws utilizing the 2023 Tax Rates and Water/Sewer Rates for consideration at the April 18, 2023 Regular Council meeting.

That Council directs staff to prepare the necessary by-law to incorporate a two dollar (\$2.00) increase to the Special Tax Levy for Enhanced Program under the City of Temiskaming Shores Solid Waste Management Program (By-law 2014-172) as presented within the 2023 budget for consideration at the April 18, 2023 Regular Council meeting.

15. By-Laws

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that:

- | | |
|---------------------|---|
| By-law No. 2023-036 | Being a by-law to amend By-Law 2019-103 for the amendment of Schedule C to identify the operation and maintenance of the Haileybury landfill and the addition of Schedule E being an agreement with Phippen Waste Management for the operation and maintenance of the New Liskeard landfill |
| By-law No. 2023-037 | Being a by-law to enter into an agreement with Grass King Ltd. for Asphalt Markings and Symbol Painting Services |
| By-law No. 2023-038 | Being a by-law to amend By-Law 2013-054 to extend the agreement with WSP (Formerly Wood) for one year (2023) for the annual landfill monitoring |
| By-law No. 2023-039 | Being a by-law to enter into an agreement with Toromont/CIMCO for the replacement of the Don Shepherdson Memorial Arena Condenser |
| By-law No. 2023-040 | Being a by-law to adopt Amendment No.3 to the City of Temiskaming Shores Official Plan for Bill 109 and Bill 23 Planning Act Amendments |
| By-law No. 2023-041 | Being a by-law to amend By-Law No. 2017-154 (Zoning By-Law) to establish the provisions for additional dwelling units as a result of Bill 23, More Homes Built Faster Act |
| By-law No. 2023-042 | Being a by-law to amend By-Law 2018-097 (Site Plan Control) to include provisions for the municipality's ability to apply Site Plan Control to defined residential units as a result from Bill 23, More Homes Built Fast Act |
| By-law No. 2023-043 | Being a by-law to adopt the Municipal Budget for 2023 |
| By-law No. 2023-044 | Being a by-law to establish Tax Ratios for 2023 |

By-law No. 2023-045	Being a by-law to provide for the adoption of 2023 tax rates for municipal and school purposes and to further provide penalty and interest for payment in default
By-law No. 2023-046	Being a by-law with respect to water and sewer service rates for 2023
By-law No. 2023-047	Being a by-law to impose a Special Tax Levy under the City of Temiskaming Shores Solid Waste Management Program
By-law No. 2023-048	Being a by-law to enter into an agreement with Miller Paving Limited for the Supply and Stockpile of Granular “M”

be hereby introduced and given first, second and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

16. Schedule of Council Meetings

- a) Committee of the Whole – May 2, 2023 at 3:00 p.m.
- b) Regular Council Meeting – May 16, 2023 at 6:00 p.m.

17. Question and Answer Period

18. Closed Session

19. Confirming By-law

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that By-law No. **2023-049** being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular meeting held on **April 18, 2023** be hereby introduced and given first, second, third and final reading; and be signed by the Mayor and Clerk and the Corporate Seal affixed thereto.

20. Adjournment

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

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



The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, March 21, 2023 – 6:00 p.m.
City Hall – Council Chambers – 325 Farr Drive

MINUTES

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 Laferriere at 6:00 p.m.

2. Roll Call

Council: Mayor Jeff Laferriere; Councillors Melanie Ducharme, Jesse Foley, Ian Graydon, Nadia Pelletier-Lavigne, Danny Whalen, and Mark Wilson (Electronically)

Present: Amy Vickery, City Manager
Kelly Conlin, Municipal Clerk
Matt Bahm, Director of Recreation
Steve Burnett, Manager of Environmental Services
Mitch McCrank, Manager of Transportation Services
Brad Hearn, IT Administrator
Stephanie Leveille, Municipal Treasurer

Regrets: 0

Media: 2

Members of the Public: 1

3. Review of Revisions or Deletions to Agenda

None

4. Approval of Agenda

Resolution No. 2023-080

Moved by: Councillor Foley

Seconded by: Councillor Graydon

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

Carried

5. Disclosure of Pecuniary Interest and General Nature

Councillor Foley declared an In-Direct Conflict of Interest on New Business Item No. 15b) – Request for Sponsorship of Frog's Breath Funding Application for the Tri Town Ski and Snowboard Village as he is a volunteer for the ski village and his spouse is a member of the Board of Directors.

Councillor Wilson declared an In-Direct Conflict of Interest on New Business Item No. 15b) – Request for Sponsorship of Frog's Breath Funding Application for the Tri Town Ski and Snowboard Village as he is a volunteer for the ski village.

6. Review and adoption of Council Minutes

Resolution No. 2023-081

Moved by: Councillor Whalen

Seconded by: Councillor Foley

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

- a) Regular Meeting of Council – March 7, 2023

Carried

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

- a) Official Plan Amendment (OPA-2023-001) & Zoning By-Law Amendment (ZBA-2023-001)

Owner/Applicant: Corporation of the City of Temiskaming Shores

Purpose of the application: Comprehensive amendments to address legislative changes introduced by Bill 109, the More Homes for Everyone Act 2022, and Bill 23, the More Homes Built Faster Act 2022

Mayor Laferriere outlined that the purpose of this public meeting is for one Official Plan Amendment Application and one Zoning By-Law Amendment Application. The Planning Act requires that a public meeting be held before Council decides whether to pass the by-laws adopting the proposed amendments.

The public meeting serves two purposes: first, to present to Council and the public the details and background to the proposed amendments and second, to receive comments from the public and agencies before a decision is made by Council.

Mayor Laferriere declared the meeting to be open and to be a public meeting pursuant to Section 34 of the Planning Act, and requested the Planner to outline the details of the application.

Jennifer Pye, Planner, utilizing PowerPoint, outlined the background, purpose, planning analysis related to the Zoning and Official Plan by-law amendments. No comments were received prior to the public meeting.

The notice of the public meeting was provided via the City Bulletin in accordance with the statutory notice requirements of the Planning Act.

Mayor Laferriere inquired if there were any comments from members of the public or Council, and no questions were received.

Mayor Laferriere declared that this public meeting is closed, and Council will give due consideration to the application.

8. Question and Answer Period

None

9. Presentations / Delegations

None

10. Communications

- a) Trisha Hopkins, Administrator, Northdale Manor

Re: Emergency Exit – Potential disposition of a portion of Dymond Cres.

Reference: Received for Information

- b) Annamaria Cross, Director, Environmental Assessment Modernization Branch, Ministry of Environment, Conservation and Parks

Re: Environmental Assessment Process

Reference: Received for Information

Resolution No. 2023-082

Moved by: Councillor

Seconded by: Councillor

Be it resolved that the Council for the City of Temiskaming Shores agrees to deal with Communications Items 10 a) and b) in accordance with agenda references.

Carried

11. Committees of Council – Community and Regional

None

12. Committees of Council – Internal Departments

None

13. Reports by Members of Council

Councillor Whalen shared information with Council relating to a recent visit to Englehart with the Associate Minister of Transportation, Stan Cho; where new railcars for use in the Agriculture Sector were unveiled.

Mayor Laferriere spoke about his attendance at the Honour Guard Service for the late Wyatt Holtz who was a firefighter with Station 1. Mayor Laferriere thanked the Fire Department for the beautiful tribute.

14. Notice of Motions

None

15. New Business

a) Memo No. 008-2023-CS - Treasurer's 2022 – Statement of Remuneration

Resolution No. 2023-083

Moved by: Councillor Foley

Seconded by: Councillor Ducharme

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

Now therefore be it resolved that Council acknowledges receipt Memo No. 008-2023-CS; and the 2022 Statement of Remuneration and Expenses as submitted by the Treasurer; and

That a copy of this statement be posted on the City's website and advertised in the City Bulletin.

Carried

b) **Memo No. 009-2023-CS - Frog's Breath Application Sponsorship - Tri Town Ski & Snowboard Village**

Resolution No. 2023-084

Moved by: Councillor Pelletier-Lavigne

Seconded by: Councillor Graydon

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 009-2023-CS; and

That Council for the City of Temiskaming Shores approve the request from the Tri Town Ski & Snowboard Village and agrees to sponsor their application in the amount of \$150,000 to the Frog's Breath Foundation, to help fund the construction of a new building to house their rental fleet, ski school and ski patrol programs.

Carried

c) **Administrative Report - CS-011-2023 – Disposition of Land – Portion of Dymond Crecent**

Resolution No. 2023-085

Moved by: Councillor Foley

Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-011-2023; and

That Council hereby approves the Application to purchase Municipal Land from Abdul Khaliq for a portion of Dymond Crescent as identified in Appendix 1, conditional on the approval of a Zoning By-Law Amendment application, approval of a Site Plan Agreement; and registration of any easements required by the municipality and applicable external agencies; and further;

That if approved, Council include a clause in the agreement of purchase and sale stating that ownership will revert to the municipality in the event that an approved development does not proceed within a determined timeframe.

Carried

d) **Administrative Report PW-002-2023 – Tender Award – Supply and Delivery of Fuel**

Resolution No. 2023-086

Moved by: Councillor Ducharme

Seconded by: Councillor Graydon

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-002-2023; and

That Council directs staff to prepare the necessary by-law to enter into a three year (3-year) agreement with Grant Fuels Incorporated for the Supply and Delivery of various fuels within the municipality at the applicable rates per fuel type for consideration at the March 21, 2023 Regular Council meeting.

Carried

e) **Memo No. 004-2023-RS – Haileybury Fire Hall – Change Order No.13**

Resolution No. 2023-087

Moved by: Councillor Graydon

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 004-2023-RS – Change Work Order No. 13 for the Haileybury Fire Hall for information purposes.

Carried

f) **Administrative Report RS-005-2023 – Lease Agreement – Skillz**

Resolution No. 2023-088

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report RS-005-2023; and

That Council directs staff to prepare the necessary by-law to enter into a lease agreement with Zubyck SkillZ Ltd. for the use of the Shelley Herbert-Shea Memorial Arena Dry Floor from April 8, 2023 to June 30, 2023, for consideration at the March 21, 2023 Regular Council meeting.

Carried

g) **Administrative Report RS-006-2023 – Active Travel Committee Terms of Reference**

Resolution No. 2023-089

Moved by: Councillor Foley

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report RS-006-2023; and

That Council hereby repeals By-Law 2016-105 – Terms of Reference for the Bicycle Friendly Community Committee; and further

That Council directs staff to prepare the necessary by-law to adopt the Active Travel Committee Terms of Reference for consideration at the March 21, 2023 Regular Council meeting.

Carried

h) **Administrative Report RS-007-2023 – Arena Advertising Agreement – Brownlee Equipment**

Resolution No. 2023-090

Moved by: Councillor Whalen

Seconded by: Councillor Graydon

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report RS-007-2023; and

That Council directs staff to prepare the necessary by-law to enter into a 10-year agreement with Brownlee Equipment for a wall advertisement at the Don Shepherdson Memorial Arena, for a total contribution of \$7,200 plus applicable taxes, for consideration at the March 21, 2023 Regular Council meeting.

Carried

i) **Memo No. 005-2023-RS – Niska Park – Frog’s Breath Application**

Resolution No. 2023-091

Moved by: Councillor Foley

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 005-2023-RS; and

That Council for the City of Temiskaming Shores approve the request from the Niska Leadership Centre and agrees to sponsor their application in the amount of \$25,000 to the Frog’s Breath Foundation, to help fund outdoor park equipment.

Carried

j) **Memo No. 010-2023-CS –One Light Temiskaming – Frog’s Breath Application**

Resolution No. 2023-092

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 010-2023-CS; and

That Council for the City of Temiskaming Shores approve the request from One Light in Temiskaming and agrees to sponsor their application in the amount of \$10,000 to the Frog’s Breath Foundation, to help fund monthly multicultural events, cross-cultural learning courses and English conversation circles.

Carried

16. By-Laws

Resolution No. 2023-093

Moved by: Councillor Foley

Seconded by: Councillor Wilson

Be it resolved that:

- | | |
|---------------------|--|
| By-law No. 2023-031 | Being a by-law to enter into a three (3) year agreement with Grant Fuels Inc. for the supply of Petroleum Fuels for the City of Temiskaming Shores |
| By-law No. 2023-032 | Being a by-law to enter into a lease agreement with Zubycck SkillZ Ltd. for use of the Shelley Herbert-Shea Memorial Arena Dry Floor Surface from April 8, 2023 to June 30, 2023 |
| By-law No. 2023-033 | Being a by-law to adopt Terms of Reference for the Active Transportation Committee (Repeals 2016-105) |
| By-law No. 2023-034 | Being a by-law to enter into a 10-year agreement with Brownlee Equipment for Wall Advertising at the Don Shepherdson Memorial Arena |

be hereby introduced and given first and second reading.

Carried

Resolution No. 2023-094

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that:

- | | |
|---|---|
| By-law No. 2023-022
(Procedural By-Law)
By-law No. 2023-031
By-law No. 2023-032 | By-law No. 2023-033; and
By-law No. 2023-034 |
|---|---|

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) Special Meeting of Council – 2023 Budget – March 28, 2023 at 6:00 p.m.
- b) Committee of the Whole – April 4, 2023 at 3:00 p.m.
- c) Regular Meeting of Council – April 18, 2023 at 6:00 p.m.

18. Question and Answer Period

19. Closed Session

20. Confirming By-law

Resolution No. 2023-095

Moved by: Councillor Foley

Seconded by: Councillor Wilson

Be it resolved that By-law No. **2023-035** being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular meeting held on **March 21, 2023** be hereby introduced and given first and second reading.

Carried

Resolution No. 2023-096

Moved by: Councillor Graydon

Seconded by: Councillor Whalen

Be it resolved that By-law No. **2023-035** be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

Carried

21. Adjournment

Resolution No. 2023-097

Moved by: Councillor Foley

Seconded by: Councillor Ducharme

Be it resolved that Council hereby adjourns its meeting at 6:42 p.m.

Carried

Mayor

Clerk



The Corporation of the City of Temiskaming Shores
Special Meeting of Council
Tuesday, March 28, 2023 – 6:00 p.m.
City Hall – Council Chambers – 325 Farr Drive

Minutes

Land Acknowledgement

Mayor Laferriere opened the meeting with the 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 Laferriere at 6:00 p.m.

2. Roll Call

Council: Mayor Jeff Laferriere; Councillors Melanie Ducharme, Jesse Foley, Ian Graydon, Nadia Pelletier-Lavigne, Danny Whalen, and Mark Wilson (Electronically)

Present: Amy Vickery, City Manager
Kelly Conlin, Municipal Clerk
Matt Bahm, Director of Recreation
Steve Burnett, Manager of Environmental Services
Mitch McCrank, Manager of Transportation Services
Stephanie Leveille, Municipal Treasurer

Regrets: 0

Media: 2

Members of the Public: 0

3. Approval of Agenda

Resolution No. 2023-098

Moved by: Councillor Foley

Seconded by: Councillor Ducharme

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

Carried

4. Declaration of Special Council Meeting

Resolution No. 2023-099

Moved by: Councillor Pelletier-Lavigne

Seconded by: Councillor Whalen

Be it resolved that the Council of the City of Temiskaming Shores declares this meeting a “Special Meeting of Council” in accordance with Section 9 of Procedural By-law No. 2023-022.

Carried

5. Disclosure of Pecuniary Interest and General Nature

None

6. New Business

a) Presentation – 2023 Municipal Operating and Capital Budget

Resolution No. 2023-100

Moved by: Councillor Foley

Seconded by: Councillor Ducharme

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges the presentation of the 2023 Operating and Capital Budget.

Carried

Resolution No. 2023-101

Moved by: Councillor Whalen

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores agrees to incorporate a three and a half (3.5) percent increase to the tax levy within the 2023 budget.

Carried

Resolution No. 2023-102

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that the Council of the City of Temiskaming Shores agrees to incorporate a two (2) percent increase to both the water and sewer rates within the 2023 budget.

Carried

Resolution No. 2023-103

Moved by: Councillor Foley

Seconded by: Councillor Wilson

Be it resolved that the Council of the City of Temiskaming Shores agrees to incorporate a two dollar (\$2.00) increase to the Special Tax Levy for Enhanced Program under the City of Temiskaming Shores Solid Waste Management Program (By-law 2014-172) within the 2023 budget.

Carried

Resolution No. 2023-104

Moved by: Councillor Whalen

Seconded by: Councillor Ducharme

Be it resolved that the Council of the City of Temiskaming Shores agrees to incorporate a Full Time Receptionist position at the Pool and Fitness Centre, at an estimated cost of \$28,000, within the 2023 budget.

Carried

Resolution No. 2023-105

Moved by: Councillor Foley

Seconded by: Councillor Ducharme

Be it resolved that the Council of the City of Temiskaming Shores agrees to incorporate a Part Time Head Guard position for a period of one (1) year, at an estimated cost of \$8,600 within the 2023 budget.

Carried

2023 Municipal Operating Budget**Resolution No. 2023-106**

Moved by: Councillor Graydon

Seconded by: Councillor Foley

Whereas staff presented the 2023 Municipal Operating Budget to Council at a Special meeting on March 28, 2023.

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby adopts, in principle, its 2023 Municipal Operating Budget estimates utilizing a 3.5% increase to the Municipal Tax Levy as follows:

Department	Net Budget Estimates
General Government	\$ 2,708,434
Policing	2,470,208
Health & Social Services	2,926,297
Fire & Emergency Management	520,093
Economic Development	297,038
Recreation	1,657,122
Property Maintenance	614,249
Public Works	4,198,337
Transit	314,087
Libraries	<u>402,566</u>
Capital Financing	928,827
OMPF	<u>(3,328,800)</u>
Net Municipal Operations	\$13,708,458

And further that Council adopts, in principle, the 2023 Environmental Operating Budget estimates utilizing a 2.0% increase as follows:

Environmental Services	Net Budget Estimates
Administration	\$1,338,672
Sewage Treatment & Collection	991,409
Water Treatment & Distribution	1,916,743
Capital Financing	<u>670,257</u>
Net Environmental Operations	\$4,917,081

Carried

2023 Municipal Capital Budget**Resolution No. 2023-107**

Moved by: Councillor Whalen

Seconded by: Councillor Pelletier-Lavigne

Whereas staff presented the 2023 Municipal Capital Budget to Council at a Special meeting on March 28, 2023.

Now therefore be it resolved that Council hereby adopts, in principle, the 2023 General Capital Budget estimates as follows:

Department	Budget Estimates
Corporate Services	\$300,000
Fire & Emergency Management	35,800
Public Works	3,692,194
Recreation Services	664,385
Property Maintenance	982,351
Fleet	503,580
Transit	70,000
General Capital Project Total	<hr/> \$6,248,310

And further that Council hereby adopts, in principle, the 2023 Environmental Capital Budget estimates as follows:

Department	Budget Estimates
Environmental Projects	\$3,601,182

Carried

7. **Adjournment**

Resolution 2023-108

Moved by: Councillor Ducharme

Seconded by: Councillor Foley

Be it resolved that City Council adjourns at 7:03 p.m.

Carried

Mayor

Clerk



The Corporation of the City of Temiskaming Shores

Committee of the Whole

Tuesday, April 4, 2023 - 3:00 p.m.

City Hall – Council Chambers – 325 Farr Drive

Minutes

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 Laferriere at 3:00 p.m.

2. Roll Call

Council: Mayor Jeff Laferriere; Councillors Melanie Ducharme, Ian Graydon, Nadia Pelletier-Lavigne, Danny Whalen, and Mark Wilson

Present: Amy Vickery, City Manager
Kelly Conlin, Municipal Clerk
Shelly Zubyck, Director of Corporate Services
Matt Bahm, Director of Recreation
Steve Burnett, Manager of Environmental Services
Mitch McCrank, Manager of Transportation Services
Stephanie Leveille, Municipal Treasurer
Steve Langford, Fire Chief
Jennifer Pye, Planner

Regrets: Councillor Jesse Foley

Media: 2

Members of the Public: 0

3. Opening Remarks

Mayor Laferriere welcomed everyone to the first Committee of the Whole meeting; and did a brief explanation of the new format and encouraged open communication between Council and staff members.

4. Review of Revisions or Deletions to the Agenda

5. Approval of the Agenda

Resolution 2023-109

Moved by: Councillor Wilson

Seconded by: Councillor Ducharme

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

Carried

6. Disclosure of Pecuniary Interest and General Nature

None

7. Public Meetings Pursuant to the Planning Act, Municipal Act, and Other Statutes

None

8. Public Works

a) Delegations

None

b) Administrative Report PW-003-2023 – New Liskeard Landfill Agreement

Resolution 2023-110

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-003-2023; and

That Council hereby directs staff to prepare the necessary by-law to amend By-law No. 2019-103 for the addition of Schedule E being an agreement with Phippen Waste Management for the Operation and Maintenance of the New Liskeard Landfill; and further to amend Schedule C to By-law 2019-103 to identify the agreement to be for the Operation and Maintenance of the Haileybury Landfill for consideration at the April 18, 2023 Regular Council meeting.

Carried

c) Administrative Report PW-004-2023 – Tender Award – Asphalt Markings

Resolution No. 2023-111

Moved by: Councillor Wilson

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-004-2023; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with Grass King Inc., for Asphalt Marking and Symbol Painting Services in the amount of \$ 41,182.00, plus applicable taxes, for consideration at the April 18th, 2023 Regular Council meeting.

Carried

d) Administrative Report PW-005-2023 – Annual Landfill Monitoring

Resolution No. 2023-112

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-005-2023; and

That Council directs Staff to prepare the necessary by-law to amend By-law No. 2013-054 to extend the current agreement with WSP (formerly Wood) for one year (2023) at a cost of \$ 75,344.00, plus applicable taxes, for consideration at the April 18, 2023, Regular Council meeting.

Carried

e) Operational Update: Memo No. 006-2023-PW – 2022 Water Break Summary

Resolution No. 2023-113

Moved by: Councillor Wilson

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 006-2023-PW – 2022 Water Break Summary for information purposes.

Carried

f) Operational Update: Memo No. 007-2023-PW – Department Report

Resolution No. 2023-114

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 007-2023 - PW for information purposes.

Carried

9. Recreation Services

a) Delegations

None

b) Administrative Report RS-008-2023 – Emission Reduction Targets

Resolution No. 2023-115

Moved by: Councillor Wilson

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report RS-008-2023;

That Council adopts a greenhouse gas emission reduction target for municipal operations of 40% below 2019 levels by 2033 and net-zero greenhouse gas emissions from municipal operations by 2050;

That Council direct staff to submit these targets to the Partners for Climate Protection program as the City's submission for Milestone 2; and further

That Council directs staff to submit a report to City Council for its consideration that shall be titled the City of Temiskaming Shores' Greenhouse Gas Reduction Plan that includes a roadmap to meet the City's emissions reduction targets and submit that report no later than September 1, 2023.

Carried

c) Administrative Report RS-009-2023 –Tender Award – Arena Condenser for Don Shepherdson Memorial Arena

Resolution No. 2023-116

Moved by: Councillor Whalen

Seconded by: Councillor Graydon

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report RS-009-2023;

That Council directs staff to prepare the necessary by-law to enter into an agreement with Toromont/CIMCO for the replacement of the Don Shepherdson Memorial Arena condenser in the amount of \$120,000, plus applicable taxes, for consideration at the April 18, 2023, Regular Council meeting.

Carried

d) Operational Update: Memo No. 006-2023-RS – Department Report

Resolution No. 2023-117

Moved by: Councillor Ducharme

Seconded by: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 006-2023-RS for information purposes.

Carried

10. Corporate Services

a) Presentation:

HR Policy: Compressed Workweek pilot: Amy Vickery, City Manager

Amy Vickery presented Council with information relating to a Compressed workweek pilot program; that would see staff work on a Monday-Thursday or Tuesday-Friday schedule where operationally possible. The proposed pilot would run from approximately May to September; across various City departments. The Council was receptive to this idea; a full report will be presented for their consideration at the April 18, 2023 Regular Council meeting.

b) Administrative Report CS-012-2023 – Official Plan and Zoning By-Law Amendments for Bill 109 and 23; and Site Plan Control By-Law Amendment

Resolution No. 2023-118

Moved by: Councillor Ducharme

Seconded by: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-012-2023;

That Council agrees to amend the provisions of the City of Temiskaming Shores Official Plan, the City of Temiskaming Shores Zoning By-law 2017-154, and the City of Temiskaming Shores Site Plan Control By-law 2018-097 to reflect the legislative amendments to the Planning Act made under Bill 109, the More Homes for Everyone Act, and Bill 23, the More Homes Built Faster Act; and further

That Council directs staff to prepare the necessary by-laws to amend the City of Temiskaming Shores Official Plan, the City of Temiskaming Shores Zoning By-law 2017-154, and the City of Temiskaming Shores Site Plan Control By-law 2018-097 for consideration at the April 18, 2023 Regular Council meeting.

Carried

c) Administrative Report No. CS-013-2023 – Disposition of Land – Portion of Ethel Street and Hardy Avenue

Resolution No. 2023-119

Moved by: Councillor Whalen

Seconded by: Councillor Graydon

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-013-2023;

That Council directs staff to complete the disposition of municipal road allowances, being:

- a. Portion of Ethel Street legally identified on Plan M-54NB, adjacent to Lots 137 and 154; and
- b. Portion of Unopened Road Allowance known as Hardy Avenue legally identified on Plan M-54NB, adjacent to Lots 190 to 239

in accordance with By-law No. 2015-160; and

That Council directs staff to prepare the necessary by-laws to Stop and Close the above-described road allowances, and to enter into an Offer of Purchase and Sale Agreement in the amount of \$1.00 plus all associated costs between the City of Temiskaming Shores as Vendor, and Northern College as Purchaser, for consideration at the April 18, 2023 Regular Council meeting.

Carried

d) Memo No. 011-CS-2023 – Temiskaming Shores Development Corporation

Resolution No. 2023-120

Moved by: Councillor Wilson

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 011-2023-CS for information purposes.

Carried

**e) Memo No. 012-CS-2023 – Memorandum of Understanding –
Timiskaming Health Unit – Community Safety and Well Being Plan**

Resolution No. 2023-121

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 012-2023-CS;

That Council directs staff to prepare the necessary by-law to enter into a Memorandum of Understanding with the Timiskaming Health Unit for implementation of the Community Safety and Wellbeing Plan for consideration at the April 18, 2023 Regular Council meeting.

Carried

11. Schedule of Council Meetings

- a) Regular Meeting of Council – April 18, 2023 at 6:00 p.m.
- b) Committee of the Whole – May 2, 2023 at 3:00 p.m.

12. Closed Session

None

13. Adjournment

Resolution No. 2023-122

Moved by: Councillor Wilson

Seconded by: Councillor Ducharme

Be it resolved that Council hereby adjourns its meeting at 5:05 p.m.

Carried

Mayor

Clerk

The Corporation of the City of Cambridge
Corporate Services Department
Clerk's Division
The City of Cambridge
50 Dickson Street, P.O. Box 669
Cambridge ON N1R 5W8
Tel: (519) 740-4680 ext. 4585
mantond@cambridge.ca

March 15, 2023

Re: Barriers for Women in Politics

At the Special Council Meeting of March 14, 2023, the Council of the Corporation of the City of Cambridge passed the following Motion:

WHEREAS the City of Cambridge values respect, integrity, equity, inclusivity and service in all areas of life, including politics;

WHEREAS women have historically been underrepresented in politics and continue to face barriers and discrimination in their pursuit of elected office;

WHEREAS misogyny and harassment have been identified as significant challenges for women in politics, both in Canada and around the world;

WHEREAS the City of Cambridge believes that all individuals have the right to participate in a political environment that is free from discrimination, harassment, and misogyny;

THEREFORE, BE IT RESOLVED that the City of Cambridge expresses its support for women in politics and their right to participate in a political environment that is free from misogyny and harassment and where everyone feels equitable;

BE IT FURTHER RESOLVED that the City of Cambridge commits to taking steps to ensure that our political environment is inclusive and welcoming to all individuals, regardless of gender, race, ethnicity, religion, sexual orientation, or other identity factors;


BE IT FURTHER RESOLVED that the City of Cambridge joins the Town of Grimsby in encouraging other municipalities in Ontario and across Canada to join us in supporting women in politics and promoting gender equity in all areas of society;

BE IT FURTHER RESOLVED that a copy of this resolution be sent to all Ontario Municipalities for endorsement, the Premier of Ontario, the Minister of Municipal

Affairs and Housing, Cambridge's MP and MPP, and the Association of Municipalities of Ontario to express the City of Cambridge's commitment to this issue and encourage action at the provincial level to create legislation to ensure equity, safety, and security.

Should you have any questions related to the approved resolution, please contact me.

Yours Truly,



Danielle Manton
City Clerk

Cc: (via email)
Hon. Premier Ford
Minister of Municipal Affairs and Housing
Cambridge's MP and MPP
Association of Municipalities of Ontario
All Ontario Municipalities

March 14, 2023

Via email: clerk@trentlakes.ca

Municipality of Trent Lakes
Attn: Jessie Clark/Clerk
760 Peterborough County Road 36
Trent Lakes ON K0M 1A0

**RE: Resolution of Support for Municipality of Trent Lakes – re: Resolutions
regarding an Oath of Office, dated February 28, 2023**

On behalf of the Council of the Corporation of the Township of Lake of Bays, please be advised that the above-noted correspondence was presented at the last regularly scheduled Council meeting on March 14, 2023, and the following resolution was passed.

“Resolution TC-68-2023

BE IT RESOLVED THAT Council of the Corporation of the Township of Lake of Bays receives and supports the attached resolution from the Municipality of Trent Lakes requesting changes to the municipal Oath of Office, dated February 28, 2023

AND FURTHER THAT this resolution be forwarded to all Ontario Municipalities, Muskoka Area Indigenous Leadership Table (MAILT), MPP Graydon Smith, MP Scott Aitchison, and the Premier of Ontario.

Carried.”

Should you have any questions, please do not hesitate to contact our Municipal Office at 705-635-2272.

Sincerely,



Carrie Sykes, *Dipl. M.A., CMO, AOMC*,
Director of Corporate Services/Clerk
CS/lv

Copy to: Premier of Ontario
Local members of the Provincial Parliament
Municipalities in Ontario
Muskoka Area Indigenous Leadership Table

Encl: Municipality of Trent Lakes Resolution R2023-119



760 Peterborough County Road 36, Trent Lakes, ON K0M 1A0 Tel 705-738-3800 Fax 705-738-3801

February 28, 2023

Via email only

To: The Honourable Steve Clark, Minister of Municipal Affairs and Housing
minister.mah@ontario.ca
The Honourable Doug Ford, Premier of Ontario
doug.fordco@pc.ola.org
The Honourable Dave Smith, MPP Peterborough-Kawartha
dave.smithco@pc.ola.org
The Honourable Michelle Ferreri, MP Peterborough-Kawartha
michelle.ferreri@parl.gc.ca
Curve Lake First Nation
audreyp@curvelake.ca
The Association of Municipalities Ontario
amo@amo.on.ca

Re: Oath of Office

Please be advised that during their Regular Council meeting held February 21, 2023, Council passed the following resolution:

Resolution No. **R2023-119**

Moved by Councillor Franzen
Seconded by Deputy Mayor
Armstrong

Whereas most municipalities in Ontario have a native land acknowledgement in their opening ceremony; and

Whereas a clear reference to the rights of Indigenous people is the aim of advancing Truth and Reconciliation; and

Whereas Call to Action 94 of the Truth and Reconciliation Commission of Canada called upon the Government of Canada to replace the wording of the Oath of Citizenship to include the recognition of the laws of Canada including Treaties with Indigenous Peoples; and

Whereas on June 21, 2021 an Act to amend The Citizenship Act received royal assent to include clear reference to the rights of Indigenous peoples aimed at advancing the Truth and Reconciliation Commission's Calls to Action within the broader reconciliation framework; and

Whereas the Truth and Reconciliation Commission of Canada outlines specific calls to action for municipal governments in Canada to act on, including education and collaboration;

Therefore be it resolved that Council request to the Minister of Municipal Affairs and Housing that the following changes be made to the municipal oath of office: I will be faithful and bear true allegiance to His Majesty King Charles III and that I will faithfully observe the laws of Canada including the Constitution, which recognizes and affirms the Aboriginal and treaty rights of First Nations, Inuit and Metis peoples; and further

That this resolution be forwarded to the Association of Municipalities of Ontario (AMO), all Ontario municipalities, MPP Dave Smith, MP Michelle Ferreri, Premier Doug Ford and Curve Lake First Nation.

Carried.

Sincerely,

Mayor and Council of the Municipality of Trent Lakes

Cc: All Ontario municipalities



Corporation of the Municipality of Calvin

Motion by: Councillor Moreton

Seconded by: Councillor Grant

WHEAREAS an announcement in the media was made that the English Public School Boards Association, the largest school association in the Province, is asking for the end of the moratorium on most pupil accommodation reviews;

AND WHEREAS this announcement potentially threatens the future closure of schools in many single school municipalities;

AND WHEREAS access to education and the presence of a school in a community is an essential service and has a direct link to the quality of life in a community;

AND WHEREAS schools play a key role in improving services and quality of life in a community and are viewed as activity centres where children have access to education, health services, recreation and culture;

AND WHEREAS schools are an important factor in the retention and attraction of residents in a community and is essential in order to resolve labour shortages and allow economic development and growth in small rural municipalities;

AND WHEREAS demographics in many areas are currently shifting and changing quickly as we work on meeting the needs of many Ontario residents during a housing crisis;

NOW THEREFORE BE IT RESOLVED that Council is requesting the provincial government through the Minister of Education to extend the moratorium on most pupil accommodation reviews in order to allow municipalities, townships, neighbourhoods and subdivisions the opportunity to prosper, develop and grow without being hindered by school closures due to low enrollments that could quickly change.

FURTHER BE IT RESOLVED that this resolution be forwarded to Premier Doug Ford, MPP Victor Fedeli and all Ontario Municipalities. **Resolution Number: 2023: 054 Carried**



VICTIM SERVICES of Temiskaming & District

March 20, 2023

Sent by email to kconlin@temiskamingshores.ca

Kelly Conlin

City of Temiskaming Shores – Mayor and Council Members

PO Box 2050, 325 Farr Drive

Haileybury, ON P0J 1K0

Re: 2023 Victims and Survivors of Crime Awareness Week

“THE POWER OF COLLABORATION”! That is the theme of the 2023 Victims and Survivors of Crime Awareness Week which will take place from May 14-20, 2023.

Victim Services of Temiskaming & District would like to make a request to council that they proclaim the week of May 14-20, 2023 as “Victims and Survivors of Crime Awareness Week” in the City of Temiskaming Shores.

“We can all help shape a future in which victims and survivors of crime are treated with the compassion, courtesy, and respect they deserve. Victims Week is about raising awareness about issues facing victims of crime and the services, programs, and laws in place to help them and their families.”

Thank you for your consideration.

Sincerely,

“Sent by Email”

Monique Chartrand, Executive Director

Victim Services of Temiskaming & District

Email: ed@tdvictimservices.ca

Temiskaming Shores Main Office
P.O. Box 1312, 300 Armstrong St. N.
New Liskeard, Ontario P0J 1P0
(705) 647-0096
Email: ed@tdvictimservices.ca

Kirkland Lake Satellite Office
26 Duncan Avenue N
Kirkland Lake, Ontario P2N 3H7
(705) 568-2154
Website: www.tdvictimservices.ca

Attorney General
McMurtry-Scott Building
720 Bay Street
11th Floor
Toronto ON M7A 2S9
Tel: 416-326-4000
Fax: 416-326-4007

Procureur général
Édifice McMurtry-Scott
720, rue Bay
11^e étage
Toronto ON M7A 2S9
Tél.: 416-326-4000
Téléc.: 416-326-4007



Our Reference #: M-2023-2275

March 24, 2023

Dear Heads of Council, Municipal Chief Administrative Officers, and Clerks:

I am pleased to write to you today to provide an update on modernization initiatives in Ontario's *Provincial Offences Act* (POA) courts.

On November 23, 2022, proposed amendments to the POA aimed at modernizing and streamlining processes in POA courts were introduced in the Ontario Legislature as Schedule 8 under Bill 46, the *Less Red Tape, Stronger Ontario Act, 2023*. I am happy to advise that Bill 46 received Royal Assent on March 22, 2023.

As a result, the following changes to the POA have been approved:

Implementation of Amendments to Allow for Clerk Review of Reopening Applications

Currently, the POA allows a defendant convicted of either failing to respond to a charge laid by certificate of offence or of failing to appear for a hearing or early resolution meeting, to apply to have the conviction struck and the matter reopened. Such applications are currently reviewed by a justice of the peace and may be granted if the justice of the peace is satisfied that, through no fault of their own, the defendant was unable to appear for a hearing or an early resolution meeting or did not receive a notice or document relating to the offence.

Effective September 22, 2023, clerks of the court will grant, but not deny, applications to strike a conviction on a ticket, if satisfied that the defendant, through no fault of their own, missed a notice or was unable to attend a meeting or hearing related to the ticket. If the clerk is not able to grant the application and strike the conviction, the clerk must forward the application to a justice of the peace to make the determination whether to grant or deny the request for a reopening.

These amendments will assist municipalities in recovering from the disruption of court operations created by the pandemic by freeing up judicial time and allowing municipal court staff to address the backlog of cases more quickly.

Repeal of the Bill 177 Early Resolution Reforms

Effective March 22, 2023, amendments to section 5.1 of the POA, together with previously proposed sections 5.2 to 5.5 are repealed, although they had not yet come into force. These previously proposed amendments would have changed the "early resolution" process in ways that are no longer desired by stakeholders.

The Ministry of the Attorney General looks forward to continuing engagement with partners and stakeholders on new opportunities for modernizing the early resolution process.

If you have any questions, or if you would like more information about these initiatives, please contact Ms. Wendy Chen, Manager of the POA Unit, either by email at JUS.G.MAG.POASupport@ontario.ca or by telephone at (437) 244-8733.

Thank you for your continued commitment to the administration of justice and for supporting access to justice services for all Ontarians.

Sincerely,

A handwritten signature in black ink that reads "Doug Downey". The signature is fluid and cursive, with the first name "Doug" and last name "Downey" clearly distinguishable.

Doug Downey
Attorney General

c: Wendy Chen, Manager, POA Unit, Court Services Division, Ministry of the Attorney General



District of Timiskaming
Social Services Administration Board
Conseil d'administration des services
sociaux du district de Timiskaming

ANNUAL REPORT 2022



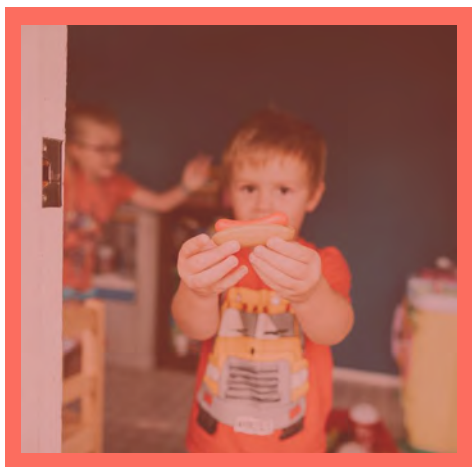


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2022

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LETTER FROM THE CHIEF ADMINISTRATIVE OFFICER

Hello, I am Mark Stewart, Chief Administrative Officer at the **District of Timiskaming Social Services Administration Board**.

2022 was a year of transitions and growth for the DTSSAB - with new team members and Leadership in each program. This allowed us to stop and assess how we do things - question the status quo, build confidence, and make decisions.

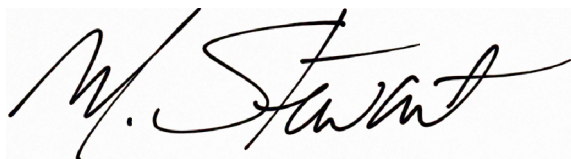
Key areas of growth in 2022 included:

- the launch of the Community Paramedicine Long-Term Care Program
- Completion of the Ontario Works Team
- Opening of Hope Haven Transition House in Kirkland Lake in partnership with Salvation Army
- Recruitment and retention efforts directed towards Early Childhood Educators
- Procurement and training of new technology in EMS, such as the Lucas

Existing initiatives, including the By-Name List, continued to evolved in partnership with local community agencies.

With organizational changes comes opportunities for new ideas and direction, this was the defining theme of 2022.

It is our intent that this annual report will help capture some of the highlights of our work in 2022.



Mark Stewart

CAO, District of Timiskaming Social Services Administration Board

District of Timiskaming Social Services Administration Board

The **DTSSAB** delivers community and social services to residents and members of the public of the District of Timiskaming, spanning 23 municipalities and unincorporated areas.

Services include:

- Emergency Medical Services
- Children's Services
- Housing Services
- Ontario Works



OUR WORK: HIGHLIGHTS OF THE YEAR 2022

197 CHILDREN BENEFITTING FROM CHILD CARE FEE SUBSIDY PER MONTH

Various education, recruitment, and retention strategies directed towards Early Childhood Educators

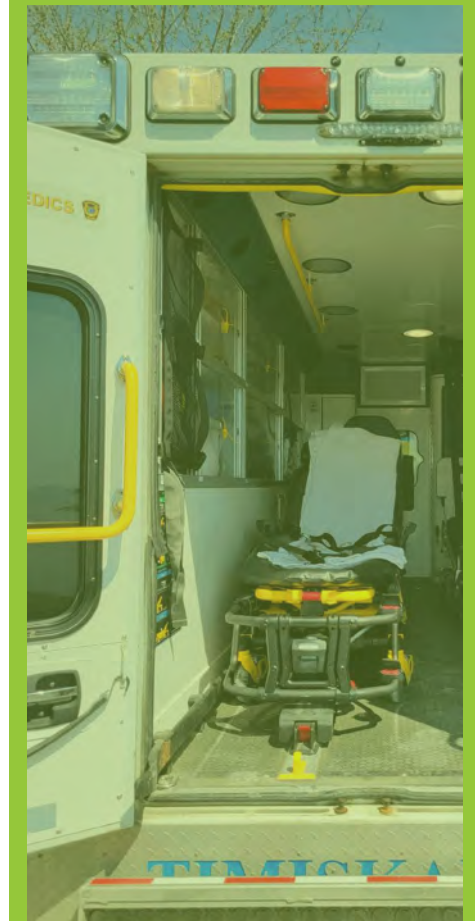
Creation of Early Childhood Educator Compressed Program in partnership with Northern College and College Boréal



5,054 CALLS MADE TO DTSSAB EMS



418 APPLICATIONS PROCESSED IN HOUSING SERVICES



OUR WORK: HIGHLIGHTS OF THE YEAR 2022

**650
AVERAGE ONTARIO
WORKS CASELOAD**



COMMUNITY PARAMEDICINE

Launch of Community
Paramedicine Long-Term
Care Program.



1,742

Community Paramedicine
Long-Term Care home
visits

231

Enrolled Clients



MOCK DISASTER

DTSSAB EMS participated
in a Mock Disaster at the
Earlton Airport on
November 17th.

OUR WORK: HIGHLIGHTS OF THE YEAR 2022



HOPE HAVEN

6-bedroom transitional house opened in Kirkland Lake in partnership with Salvation Army.



**89
INDIVIDUALS
PLACED ON BY-
NAME LIST**

UNIT VACANCY IN SOCIAL HOUSING

104 Move-Ins →

← 85 Move-Outs



**100% ENROLLMENT
IN CANADA-WIDE
EARLY LEARNING
CHILD CARE PROGRAM**





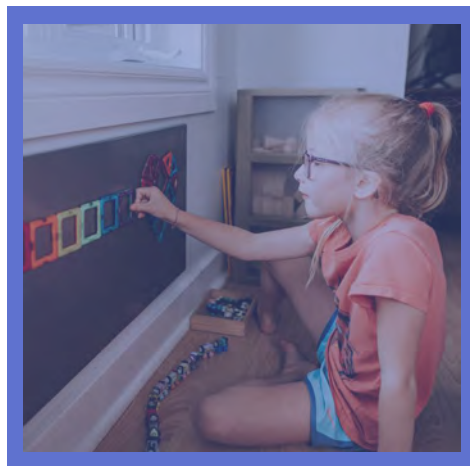
CONTACT US

NORTH OFFICE

29 Duncan Ave. N.
Kirkland Lake, ON P2N 3H7
705-567-9366

SOUTH OFFICE

290 Armstrong St. N.
New Liskeard, ON P0J 1P0
705-657-7447



SOCIAL MEDIA:

Facebook: facebook.com/DTSSAB

Twitter: twitter.com/DTSSAB

Instagram: instagram.com/dtssab/?hl=en



RESOLUTION

March 22nd, 2023 No: 2023 – 24
Agenda Item – 6.1

Moved By:			
	Pat Kiely	Rick Owen	Derek Mundle
✓	Jeff Laferriere	Jesse Foley	Lois Perry
	Clifford Fielder	Mary Jo Lentz	Ian Macpherson

Seconded By:			
	Pat Kiely	Rick Owen	Derek Mundle
	Jeff Laferriere	✓ Jesse Foley	Lois Perry
	Clifford Fielder	Mary Jo Lentz	Ian Macpherson

WHEREAS the homeless crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario;

WHEREAS the homelessness crisis is the result of the underinvestment and poor policy choices of successive provincial governments;

WHEREAS homelessness requires a range of housing, social service and health solutions from government;

WHEREAS homelessness is felt most at the level of local government and the residents that they serve;

WHEREAS municipalities and District Social Administration Boards are doing their part, but do not have the resources, capacity or tools to address this complex challenge; and,

WHEREAS leadership and urgent action is needed from the provincial government on an emergency basis to develop, resource, and implement a comprehensive plan to prevent, reduce and ultimately end homelessness in Ontario.

THEREFORE BE IT RESOLVED THAT the District of Timiskaming Social Services Administration Board calls on the Provincial Government to urgently:

- Acknowledge that homelessness in Ontario is a social, economic, and health crisis;
- Commit to ending homelessness in Ontario;
- Work with AMO and a broad range of community, health, Indigenous and economic partners to develop, resource, and implement an action plan to achieve this goal.

Carried: _____



RESOLUTION

March 22nd, 2023 No: 2023 – 25

Agenda Item - 6.2

Moved By:				
	Pat Kiely		Rick Owen	Derek Mundle
	Jeff Laferriere		Jesse Foley	Lois Perry
	Clifford Fielder	✓	Mary Jo Lentz	Ian Macpherson

Seconded By:				
	Pat Kiely		Rick Owen	Derek Mundle
	Jeff Laferriere		Jesse Foley	✓ Lois Perry
	Clifford Fielder		Mary Jo Lentz	Ian Macpherson

WHEREAS the drastic recent increase in homelessness and the concurrent increase in the reliance of Canadians on food banks is evidence of the widening of the gap in income disparity due to current economic conditions; and

WHEREAS the CAEH has presented data illustrating that the majority of Canadians believe that homelessness is a problem and it is getting worse; and

WHEREAS the data also shows that the majority of Canadians believe resources should be allocated to improving the situation; and

WHEREAS CAEH has presented the benefits of creating a Homelessness Prevention Housing Benefit;

NOW THEREFORE BE IT RESOLVED that the District of Timiskaming Social Services Administration Board supports the CAEH in requesting that the Federal government create a Housing Benefit as outlined in the CAEH report and proposal.

FURTHER BE IT RESOLVED that this resolution be circulated to all District of Timiskaming Social Services Administration Board member municipalities, the Association of Municipalities of Ontario, the Ontario Municipal Social Services Association, and the local Member of Parliament.

Carried: _____

March 13, 2023

To whom it may concern,

Please find attached for your review a copy of the English and French media notices for the Inspection of the 2023-2024 Annual Work Schedule (AWS) on the Temagami Forest." The AWS describes forest operations such as road construction, maintenance, and decommissioning, forestry aggregate pits, harvest, site preparation, tree planting, and tending that are scheduled during the year (April 1, 2023 – March 31, 2024).

Future Temagami forestry notices can be sent to you electronically, for clients who request this format.

If you would like future notices sent to you by electronic mail, please send an email from your preferred email address along with your name/business name and current mailing address to MNRF.NorthBay@ontario.ca In the subject line, please include "Annual Work Schedule Temagami Forest."

Should you have any questions regarding your communication preferences or have any updates to your mailing or email address, please feel free to send your updates by email to MNRF.NorthBay@ontario.ca or by telephone at (705) 475-5501.

Sincerely,



Robert Baker, R.P.F.
Management Forester – Temagami Forest

Enclosure

INSPECTION

Inspection of 2023 – 2024 Annual Work Schedule for Temagami Forest

The April 1, 2023 – March 31, 2024 Annual Work Schedule (AWS) for the **Temagami Forest** is available electronically for public viewing by contacting the **Temagami Forest Management Corporation**, during normal business hours and on the Natural Resources Information Portal at <https://nrp.mnr.gov.on.ca/s/fmp-online> beginning **March 13, 2023** and for the one-year duration of the AWS.

Scheduled Forest Management Operations

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

Tree Planting and Fuelwood

Temagami Forest Management Corporation is responsible for tree planting on the Temagami Forest. Please contact the Forest Company listed below for information regarding tree planting job opportunities.

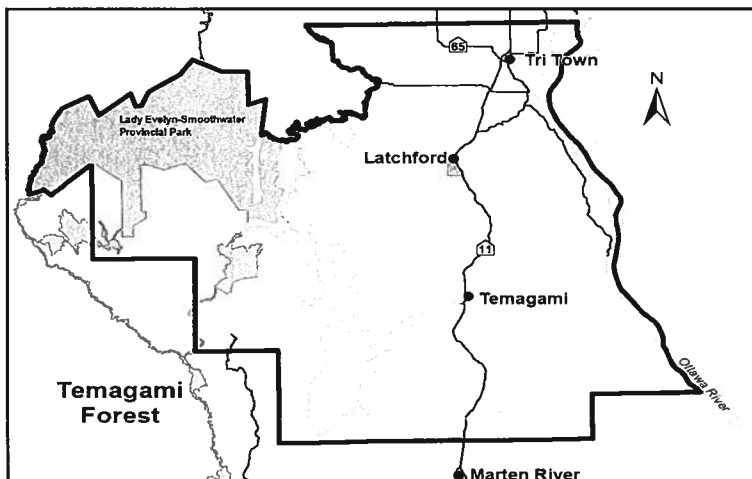
For information on the rules for obtaining fuelwood for personal use, please see the Ministry's webpage: [Using wood from Crown land for personal use](#). For commercial fuelwood opportunities, please contact the Forest Company listed below.

More Information

For more information on the AWS, to arrange a remote meeting with MNRF staff to discuss the AWS or to request AWS summary information, please contact the MNRF staff listed below:

Robert Baker, R.P.F.
Management Forester
Ministry of Natural Resources and Forestry
North Bay District
North Bay Work Centre
875 Gormanville Road
North Bay, ON P1B 8G3
tel: 705 475-5501 fax: 705-475-5500
e-mail: robert.baker@ontario.ca
Office hours: Monday to Friday,
8:00 a.m. to 4:30 p.m.

Mark Stevens
General Manager
Temagami Forest Management Corporation
P.O. Box 274
Temagami, ON P0H 2H0
tel: 705 648-5386
e-mail: mark.stevens@tfmcforestry.ca
Office hours: Monday to Friday
8:00 a.m. to 4:30 p.m.



Stay Involved

Further information on how to get involved in forest management planning and to better understand the stages of public consultation please visit:

ontario.ca/forestmanagement

Renseignements en français: MNRF.NorthBay@ontario.ca.

Staci Landry, Deputy Clerk
City of Owen Sound
808 2nd Avenue East
Owen Sound, ON N4K 2H4



Telephone: 519-376-4440 ext. 1235
Facsimile: 519-371-0511
Email: slandry@owensound.ca
Website: www.owensound.ca

April 4, 2023

Via email

To All Ontario Municipalities

Re: Support for Municipality of Chatham-Kent's Resolution re Reducing Municipal Insurance Costs

City Council, at its meeting held on March 27, 2023, considered the above-noted matter and passed Resolution No. R-230327-009 as follows:

"WHEREAS escalating insurance costs are one of this Council's Advocacy Priorities in the 2022-2023 Intergovernmental Action Plan;

AND WHEREAS at the January 12, 2023 Corporate Services Committee meeting, staff presented Report CR 23-**008 that highlighted the City's** annual insurance premiums have increased from \$782,331 to \$1,281,512 from 2020 to 2023, representing an accumulated increase of 64% over this period;

AND WHEREAS the annual increases to the **City of Owen Sound's** insurance premiums have been one of the most significant constraints in limiting yearly tax levy increases over the past four years;

NOW THEREFORE BE IT RESOLVED THAT City Council directs staff to send a letter to all other municipalities in Ontario supporting the Municipality of Chatham-Kent calling for action to reduce insurance costs;

AND THAT the City Manager have staff participate in any groups that may be formed through the Association of Municipalities of Ontario (AMO) or directly with other municipalities to support this effort;

AND FURTHER THAT this resolution be forwarded to the AMO, Minister of Finance, Peter Bethlenfalvy, Minister of Municipal Affairs and Housing, Steve Clark, Attorney General, Doug Downey, MPP for Bruce-Grey-Owen Sound, Rick Byers, Premier Doug Ford, and MPP Marit Stiles, Leader of the Ontario New Democratic Party and Leader of the Opposition."

Staci Landry, Deputy Clerk
City of Owen Sound
808 2nd Avenue East
Owen Sound, ON N4K 2H4



Telephone: 519-376-4440 ext. 1235
Facsimile: 519-371-0511
Email: slandry@owensound.ca
Website: www.owensound.ca

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

Sincerely,

A handwritten signature in cursive script that reads "Staci Landry".

Staci Landry
Deputy Clerk

cc: Hon. Doug Ford, Premier of Ontario
Hon. Peter Bethlenfalvy, Minister of Finance
Hon. Steve Clark, Minister of Municipal Affairs and Housing
Hon. Doug Downey, Attorney General
Rick Byers, MPP Bruce-Grey-Owen Sound
Marit Stiles, Leader of the Ontario New Democratic Party and Leader of the
Opposition
Association of Municipalities of Ontario



The Corporation of The Town of Kirkland Lake
3 Kirkland Street West, Kirkland Lake, ON P2N 3P4
T (705) 567-9361 E clerk@tkl.ca
www.kirklandlake.ca

April 11, 2023

SENT VIA EMAIL ONLY

Hon. Doug Ford, Premier of Ontario
Legislative Assembly of Ontario
111 Wellesley St. W.,
Toronto, ON M7A 1A2

Dear Premier Ford,

RE: Motion – Call to Action: Affordable Housing & Homelessness as supported by AMO

At its meeting held April 4, 2023, Council of The Corporation of The Town of Kirkland Lake ratified the following Motion:

*“Moved by: Councillor Patrick Kiely
Seconded by: Councillor Lad Shaba*

WHEREAS the homeless crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario;

AND WHEREAS the homelessness crisis is the result of the underinvestment;

AND WHEREAS homelessness requires a range of affordable housing, social service and health solutions from government;

AND WHEREAS homelessness is felt most at the level of local government and the residents that they serve;

AND WHEREAS municipalities and District Social Services Administration Boards are doing their part, but do not have the resources, capacity or tools to address this complex challenge;

AND WHEREAS leadership and urgent action is needed from the provincial government on an emergency basis to develop, resource, and implement a comprehensive plan to prevent, reduce and ultimately end homelessness in Ontario.

THEREFORE BE IT RESOLVED THAT Council of the Town of Kirkland Lake calls on the Provincial Government to urgently:

- a) *acknowledge that homelessness in Ontario is a social, economic, and health crisis;*
- b) *commit to ending homelessness in Ontario; and*
- c) *work with AMO and a broad range of community, health, Indigenous and economic partners to develop, resource, and implement an action plan to achieve this goal.*

AND FINALLY THAT *a copy of this motion be addressed to the Premier of Ontario, copying the Ministry of Municipal Affairs and Housing; Ministry of Children, Community and Social Services; Ministry of Health; Timiskaming District Social Services Administration Board (TDSSAB), Association of Municipalities of Ontario (AMO), Federation of Northern Ontario Municipalities (FONOM); MPP Cochrane-Timiskaming, MP Timmins-James Bay, and all municipalities within the District of Timiskaming.*

CARRIED”

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Sincerely,



Jennifer Montreuil
Municipal Clerk

cc. Hon. Minister Steve Clark, Ministry of Municipal Affairs and Housing (MMAH)
Hon. Minister Michael Persa, Ministry of Children, Community and Social Services
Hon. Minister Sylvia Jones, Ministry of Health
Timiskaming District Social Services Administration Board (TDSSAB)
Association of Municipalities of Ontario (AMO)
Federation of Northern Ontario Municipalities (FONOM)
John Vanthof, MPP Cochrane-Timiskaming
Charlie Angus, MP Timmins-James Bay
Timiskaming District of Municipalities



The Corporation of The Town of Kirkland Lake
3 Kirkland Street West, Kirkland Lake, ON P2N 3P4
T (705) 567-9361 E clerk@tkl.ca
www.kirklandlake.ca

April 11, 2023

SENT VIA EMAIL ONLY

Hon. Doug Ford, Premier of Ontario
Legislative Assembly of Ontario
111 Wellesley St. W.,
Toronto, ON M7A 1A2

Dear Premier Ford,

RE: Motion – Ontario School Board Elections

At its meeting held April 4, 2023, Council of The Corporation of The Town of Kirkland Lake ratified the following Motion:

*“Moved by: Mayor Stacy Wight
Seconded by: Councillor Rick Owen*

BE IT RESOLVED THAT Council of The Corporation of The Town of Kirkland Lake receives and supports the **attached resolution** from the Town of Petrolia requesting changes to Ontario School Board Elections, dated January 25, 2023;

AND FINALLY THAT this Motion be forwarded to the Premier of Ontario, Ministry of Education (MOE), Ministry of Municipal Affairs and Housing (MMAH), Association of Municipalities of Ontario (AMO), MPP Cochrane-Timiskaming, MP Timmins-James Bay, Federation of Northern Ontario Municipalities (FONOM), and all municipalities within the District of Timiskaming.

CARRIED”

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Sincerely,

Jennifer Montreuil
Municipal Clerk

cc. Hon. Minister Stephen Lecce, Ministry of Education (MOE)
Hon. Minister Steve Clark, Ministry of Municipal Affairs and Housing (MMAH)
Association of Municipalities of Ontario (AMO)
John Vanthof, MPP Cochrane-Timiskaming
Charlie Angus, MP Timmins-James Bay
Federation of Northern Ontario Municipalities (FONOM)
Timiskaming District of Municipalities

January 25, 2023

Hon. Steven Lecce, Minister of Education
MPP Bob Bailey, Sarnia-Lambton
County of Lambton
Municipalities of Lambton County and Ontario

Via email

During the December 12, 2022, regular meeting of council, the following resolution was passed:

Moved: Bill Clark Seconded: Debb Pitel

WHEREAS in the Province of Ontario, municipalities are responsible to conduct the election process on behalf of the school boards; and

WHEREAS an extensive amount of resources, time and management to advertise, co-ordinate and complete these trustee elections is placed on the municipality; and

WHEREAS municipalities do not receive any compensation or re-imbursement for use of orchestration of the school board trustee elections.

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Petrolia request that staff forward this motion to the Hon. Steven Lecce, Minister of Education, MPP Bob Bailey, Ontario Municipal Councils and the County of Lambton requesting that school boards become responsible for conducting their own trustee elections or at minimum municipalities be compensated by the school boards for overseeing such trustee elections;

Carried

Kind regards,

Original Signed

Mandi Pearson
Clerk/Operations Clerk

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca



1.0 CALL TO ORDER

The meeting was call/ed to order at 4:45 p.m.

2.0 ROLL CALL

PRESENT:	Mayor Carman Kidd; Matt Bahm - Director of Recreation; Jeff Thompson – Superintendent of Community Programming; Linda St. Cyr; Chuck Durrant; Erika Aelterman - Timiskaming Health Unit; Stacy Utas; Amy Vickery – City Manager;
REGRETS:	Paul Cobb; Mitch McCrank – Manager of Transportation; Councillor Jesse Foley

3.0 REVIEW OF REVISIONS OR DELETIONS TO AGENDA

4.0 APPROVAL OF AGENDA

Recommendation BFCC-2022-001

Moved by: **Chuck Durrant**

Seconded by: **Stacy Utas**

Be it recommended that the Bicycle Friendly Community Committee agenda for the October 25th, 2022 meeting be approved as presented.

CARRIED

5.0 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- There was no disclosure of pecuniary interest and general nature

6.0 REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation BFCC-2022-001

MOVED BY: **Erika Aelterman**

SECONDED BY: **Chuck Durrant**

Be it recommended that the minutes of the Bicycle Friendly Community Committee of May 24th, 2022 be adopted as presented.

CARRIED

7.0 DELEGATIONS / PUBLIC PRESENTATIONS

There were no delegations/public presentations.

8.0 UNFINISHED BUSINESS

8.1 Recreation Department Update - Matt

Discussion:

STATO trail closure was last week. Notice was posted in the bulletin and the radio. Well sed throughout the summer months. Anecdotally, I've seen an increase in cycling, more e-bikes. Will open again at the beginning of May 2023. Normally kept the bollards for haunted hustle to provide additional safety measures, but it hasn't run since 2019. Third week of October is a good time for removal.

We offered tricycle rentals throughout the summer, in partnership with CSCT. Tried in Haileybury at the Marina but not successful. Not the best location. Pretty successful at the PFC.

Did apply for funding for the National Active Transportation Fund. Not successful in our application. It was to pave shoulders along King Street throughout North Cobalt. Working towards implementing our Active Travel Plan. Discussion with Mitch as to what we would like to accomplish for next year.

MTO was able to pave a crosswalk on Highway 65 and Armstrong lights at the mall. STATO trail does cross the intersection, gives a safer access for pedestrians.

Purchased some signage for our bike routes. Not yet installed.

Did some active travel programming this year. First year with funding. Have a good base for next year, to help move forward.

Carman – Any timeline for the paving of the STATO trail behind the mall again?

Matt – Early summer. City has not signed a contract yet for turning lanes. Will follow up with Mitch and Steve.

Had applied for funding with United Way for 2 bike racks to take up a single parking space downtown. Will hear back soon.

8.2 Public Works Update – Matt for Mitch

Discussion:

Do have some movement on the transportation study. Public works committee was looking for information on what our traffic looks like and how we can use that information to facilitate active travel. Mitch has put out an RFP and received 5 submissions. Will be awarded to **Tylen**, an engineering firm with specialty in active travel. Study to take place over the next 8-10 months.

Chuck – Armstrong street Wabi bridge pilot, did not move forward with it over the summer?

Matt – Unable to move forward with that implementation. One other item requested in the RFP for the traffic study was one-way streets suggestions (Sharpe and Church).

8.3 Timiskaming Health Unit Initiatives – Erika

Discussion:

Walk and roll Timiskaming – Active School Travel Program. October is international walk to school month, invited our 5 schools to participate in a week's worth of activities. Next planned activity is our winter walk day (first Wednesday in February). Crossing guard appreciation day in March. Program coordinator working closely with Assomption in Earlton and Central Public in KL (safety issues with their parking lots). Today we launched our new pedestrian safety video on our Facebook Page.

Cycling safety video to be promoted next spring. Bike exchange was a success. Gave away 100 bikes and helmets in 2 hours. High school shop class students getting involved in fixing bikes. Bike donation drive where we had approximately 20 bikes donated.

8.4 Committee Terms of Reference - Matt

Discussion:

Changing our Tor to better encompass what the committee has evolved to, all forms of active travel. City is undergoing change of council, also reviewing committee structures and need new ToR.

I am bringing forward as a recommendation to our council, this committee to involve all active travel. I suggest we table this for our next meeting. Draft ToR shared, welcome any comments any members may have.

Carman – Application form will be going out for those who want to apply for the committee.

Amy – Will be a similar transition. Getting some of the language cleaned up and can update. Consideration active travel committee and update ToR.

8.5 Active Travel Programming – Jeff

Discussion:

Marja Presseault was our Active Travel Programmer. Created 3 videos on bike safety which were posted on our social media pages. Worked at the bike exchange promoting the tricycles. In June, planned a bike to school week, bike rodeo at Ste. Croix, created a bike month calendar with daily activities. Bike from BC to the PFC with extension to Nova Scotia, bingo. Training binder created for next summer. Glow ride with Linda. Neon themed bike ride for younger kids with Tammy Beaudry.

9.0 NEW BUSINESS

9.1 Data collection 2022 - Matt

Discussion:

Data that was collected from our pedestrian counters throughout the summer. Identified 2 locations to keep counters at for longer periods of time. Haileybury waterfront (bottom of Main street), and New Liskeard at Flemming and Montgomery. Data provided in the reports. Data available for anyone on our website. Looking at purchase another counter before the end of the year which could be place by Uniboard.

Put together all the maps and are available on the website.

Chuck - Add website address to hotel directories to help promote the maps.

Stacy – Essence of Strava is to share trails. Suggested that the City creates an account then create the trails. Easier for people to access. Also good for hiking trails. Less privacy issues. Works in conjunction with IOS and Apple.

9.2 2023 Budget Planning – Matt

Discussion:

Some of our goals consist of infrastructure. Biggest one is the traffic study downtown as well as Rorke Avenue, making it a 3 lane instead of 4. Can decrease speed and increase safety. Sidewalk improvements (start in Haileybury). Crossing improvements (8 or 9 needing additional changes). Improve our AT programming during the summer months.

Erika – Are we still working off the original 5 year work plan?

Matt – Will review and bring forward to the committee.

10.0 SCHEDULE OF MEETINGS

- February 27th, 2023
- May 2023

10.0 ADJOURNMENT

Be it recommended that the Bicycle Friendly Community Committee meeting be adjourned at 6:00 p.m.

CARRIED

Matt Bahm

Committee Chair

Jeff Thompson

Recorder

1. CALL TO ORDER

Meeting called to order at 2:33 P.M.

2. ROLL CALL

PRESENT:	Abbigail Shillinglaw, Energy and Climate Change Coordinator Matt Bahm, Director of Recreation Jamie Dabner, Public Appointee Councillor Jesse Foley Councillor Ian Graydon Councillor Nadia Pelletier-Lavigne Airianna Leveille, Deputy Clerk (Committee Secretary) Paul Cobb
REGRETS:	Amy Vickery, City Manager Maria McLean, Public Appointee

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

None

4. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

None

5. APPROVAL OF AGENDA

Recommendation CCC-2023-001

Moved by: Jamie Dabner

Be it resolved that:

The Climate Change Committee agenda for the January 24, 2023 meeting be approved as printed.

CARRIED

6. REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation CCC-2023-002

Moved by: Jamie Dabner

Be it resolved that:

The Climate Change Committee minutes for the October 18, 2022 meeting be approved as presented.

CARRIED

7. CORRESPONDENCE/PRESENTATION

a) Climate Action Update

Staff provided a general overview for new members on City actions relating to Climate Change and outlined the various steps taken to date.

- The City's Previous GHGRP was created in 2018 but was not endorsed by Council. The Plan had met milestones 1-2-3 of the PCP Program.
- After further review and noted need for change, the Climate Change Committee was created.
- The City received NOHFC funding to hire an Environmental & Sustainability Coordinator to assist with moving the program forward.
- Joined the Partners for Climate Protection (PCP) program. A 5 milestone framework that lays out a pathway to setting and achieving climate goals.
- Created a baseline greenhouse gas emission inventory.
- Enrolled in the energy management software EnergyCAP, a tool to help analyze the City's energy consumption by source within corporate facilities.

Staff discussed the next steps which include, setting the emission reduction target(s), and the creation and adoption of a plan to reach the target(s).

In 2022 the City implemented the Climate Lens project and integrated software to track the Municipalities energy usage with plans to have the software live on the City's website.

8. UNFINISHED BUSINESS

a) Chair Appointment

Recommendation CCC-2023-003

Moved by: Councillor Jesse Foley

Be it resolved that:

The Climate Change Committee hereby appoints Councillor Ian Graydon as the Committee Chair for the term of Council.

CARRIED

b) Reduction Program Overview / Energy Audit Funding

The Energy and Climate Change Coordinator provided a program overview highlighting the majority of the corporate emissions being fleet producing the most emissions at 49.9%, followed by buildings at 41.6%. Based on these findings the following potential reduction program was presented for consideration as part of the plan to reduce the Corporate GHG emissions.

- Transitioning Light-duty fleet to Electric Vehicles
- Making the switch from petroleum diesel to using biodiesel
- Conducting Energy Audits and Energy Retrofits on City Buildings.

Staff are currently working on the pre-application funding proposal grant through the Green Municipal Fund. The Energy and Climate Change Coordinator has been in communication with funding representatives and is confident that as long as the City meets the criteria there is a good chance we will be successful.

EnergyCap Dashboard Demonstration with plans to have the program viewable on the City's website in the near future.

Councillor Pelletier-Lavigne inquired about Community participation going-forward and how we can involve the community in Climate Change initiatives. Currently staff have focused efforts on Corporate Emissions as there is much greater control and seeing benefits that align with Government Requests prior to setting community targets, however it will be up to Council to adopt the final plan, noted the Director of Recreation.

9. NEW BUSINESS

a) Setting Targets

Staff discussed setting targets to be considered at the March committee meeting and later adopted by Council. The following targets were presented for consideration and discussion:

- 2050 Net zero target
- Interim target of 25% reduction by 2033
- Recommending setting a Corporate reduction target first and a community reduction target later in the future

Ultimately a full-time staff person is needed to continue to move the plan forward. The Director noted that our current funded internship ends this year.

The committee would like to see more aggressive targets set and proposed a 40% reduction within 10 years. A draft report will be presented to the committee in March.

10. MEETING SCHEDULE

- The next meeting is scheduled for Thursday, March 23, 2023 at 3:30 p.m.

11. ADJOURNMENT

Recommendation CCC-2023-004

Moved by: Councillor Nadia Pelletier-Lavigne

Be it resolved that:

The Climate Change Committee meeting is adjourned at 3: 54 p.m.

CARRIED



MINUTES OF THE SPECIAL MEETING OF THE BOARD

Held on Wednesday, February 1st, 2023, at 5:30 PM at Evanturel Township Hall

Present: Derek Mundle (Chair), Jeff Laferriere, Mary-Jo Lentz, Jesse Foley, Lois Perry, Clifford Fielder, Ian Macpherson, Mark Stewart (CAO)

Staff: Corey Mackler – Director of Infrastructure and Corporate Integration, Janice Loranger – Director of Finance, Louanna Lapointe – Ontario Works Manager, John McCarthy – EMS Chief, Robert Rosewell – EMS Superintendent, Michelle Caron - Recorder

Absent: Pat Kiely (Vice-Chair), Rick Owen

Guests: Darlene Wroe (Media)

The Special Meeting of the Board was called to order at 5:31 PM.

1.0 CALL TO ORDER AND LAND ACKNOWLEDGMENT

2.0 DISCLOSURE OF PECUNIARY INTEREST

Nil

3.0 PETITIONS AND DELEGATIONS

Nil

4.0 ACCEPTANCE/ADDITIONS TO AGENDA

Resolution 2023-09

Moved by Clifford Fielder and seconded by Ian Macpherson

THAT the agenda of the Special Meeting of the Board held on February 1st, 2023, be accepted as presented.

Carried.

5.0 ADOPTION OF PREVIOUS MINUTES – January 19th, 2023, INAUGURAL MEETING OF THE DTSSAB BOARD

Resolution 2023-10

Moved by Lois Perry and seconded by Jesse Foley

THAT the Minutes of the Regular Meeting of the DTSSAB Board on January 19th, 2023, be accepted as presented.

Carried.

6.0 NEW BUSINESS

6.1 2022 4th Quarter Report

This report was prepared by the Senior Leadership Team and was presented to the Board for information.

6.2 Ontario Works Presentation

An orientation presentation was presented to the Board by Louanna Lapointe, Ontario Works Manager, regarding the Ontario Works Program for information.

6.3 Ontario Works Budget

Louanna Lapointe, Ontario Works Manager, presented the 2023 proposed budget for the Ontario Works Program.

6.4 Emergency Medical Services Presentation

An orientation presentation was presented to the Board by John McCarthy, EMS Chief, regarding the Emergency Medical Services and Community Paramedicine Program for information.

6.5 Emergency Medical Services Budget

John McCarthy, EMS Chief, presented the 2023 proposed budget for the Emergency Medical Services and Community Paramedicine Program.

6.6 Program Support Budget

Janice Loranger, Director of Finance, presented the 2023 proposed budget for Program Support.

6.7 Board Budget

Janice Loranger, Director of Finance, presented the 2023 proposed budget for the Board.

7.0 IN-CAMERA SESSION

Resolution 2023-11

Moved by Mary-Jo Lentz and seconded by Jeff Laferriere

THAT the Board move to the in-camera session to discuss a Board Property matter and Human Resource matter.

Carried.

8.0 RETURN TO REGULAR SESSION

Resolution 2023-12

Moved by Mary-Jo Lentz and seconded by Lois Perry

THAT the Board resolve to rise from the in-camera session and reconvene with the Regular Meeting of the Board without report at 8:33 PM.

Carried.

9.0 ADJOURNMENT/MEXT MEETING

Resolution 2023-13

Moved by Jesse Foley and seconded by Jeff Laferriere

THAT the Board meeting be hereby adjourned at 8:35 PM. AND THAT the next meeting be held on February 15th, 2023, or at the call of the Chair.

Carried.

Minutes signed as approved by the Board:

Derek Mundle, Chair

Date

Recorder: Michelle Caron

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, February 22, 2023

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

1. Call to Order

Meeting called to order by Library Board Chair Brigid Wilkinson at 7:00 p.m.

2. Roll Call

Present: Chair Brigid Wilkinson, Erin Little, Erica Burkett, Nadia Pelletier-Lavigne, and Library CEO Rebecca Hunt in person. Melanie Ducharme, Joyce Elson via Zoom. Thomas McLean arrived via Zoom at 7:30.

Regrets: Claire Hendikx, Sarah Bahm

Members of the Public: 0

3. Adoption of the Agenda

Motion #2023-10

Moved by: Erin Little

Seconded by: Melanie Ducharme

Be it resolved that the Temiskaming Shores Public Library Board accepts the February 22, 2023 agenda as presented.

Carried.

4. **Declaration of conflict of interest:** Brigid Wilkinson, Item New Business b.; Rebecca Hunt, Item New Business b.

5. **Adoption of the Minutes**

Motion #2023-11

Moved by: Nadia Pelletier-Lavigne

Seconded by: Joyce Elson

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, January 25, 2023 as presented.

Carried.

6. **Business arising from Minutes:**

- a. The Community Fridge opened on February 22, 2023
- b. The security cameras have been fixed except the lobby cameras, which will be fixed by the end of the week.

7. **Correspondence:**

- a. From Ontario Library Service. Re: Board Training. For information. The CEO will send the email from OLS to all board members to register for a session.
- b. Letter of support for NEOnet's TechSocial program.

8. **Secretary–Treasurer's Report**

Report, workplace inspection reports, monthly financial statement and Scotiabank Statements included in the trustees' information packet

Library CEO's Report

February 15, 2023

Building: Fire Safety checks are completed on a monthly basis and reported to the Fire Prevention Officer for the City.

CJTT Chats: I am continuing to do monthly CJTT chats to promote library programs. My next chat is on Wednesday, March 15.

Inter-Library Loan (ILL) program: During the absence of our ILL clerk another Library Clerk and the CEO have taken over ILL duties. Currently we are each spending about five hours a week to fill the requests and process the items.

Ontario Library Association Conference: The conference was a great success, being the first in-person provincial conference since January 2020. I attended all of the sessions listed in the report and came back with lots of ideas surrounding operations efficiencies, thoughts on diversity, equity and inclusion, some great ideas on using recreational program development practices, and using partnerships within a community to bridge the digital divide. The session I presented with the Ontario Public Library Association Research and Evaluation Committee went very well, with over 120 participants in the audience. I really appreciated the opportunity to attend and network in person.

School Visits: The grade 4 class from New Liskeard Public School has visited twice and is scheduling visits every three weeks. A grade 7/8 TLC class from TDSS has inquired about visits and providing the students with library cards. I have had some discussion with the teacher on how help this happen.

Programs:

Gadget Helper—Thursdays

Afternoon English Book Club—Every 6 weeks on Wednesday afternoons

Class Visits—As scheduled on Wednesdays

Blind Date with a Book—February 1-March 4

Saturday Family Storytime—Every second Saturday, starting February 25

St. Patrick's Day craft—March 15

Lego Challenge—March 15

Mango Languages Demonstrations—March 16 and 18

Service Canada Information Session: CPP and Old Age Benefits—March 21

From Soup to Tomatoes Seniors Exercise Class—Tuesday and Thursdays, starting March 23.

Finances and Statistics

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

Motion #2023-12

Moved by: Erica Burkett

Seconded by: Nadia Pelletier-Lavigne

Be it resolved that the Temiskaming Shores Public Library Board accepts the February Secretary-Treasurer's report, workplace inspection report and financial reports.

Carried.

9. Committee Reports:

- a. FINANCE AND PROPERTY: Nothing to report.
- b. PLANNING, POLICY, PERSONNEL AND PUBLICITY: Nothing to report.
- c. STRATEGIC PLANNING: Nothing to report.
- d. LIBRARY SERVICES: Nothing to report.

10. New Business:

- a. **Appointments to committee.** Appointments of board members to the Library Board committees and the OLA Board Assembly Representative position.
- b. **Report LIB-03-2023 TTF Community Fund grant application for Cricut machine.**

Motion #2023-13

Moved by: Nadia Pelletier-Lavigne

Seconded by: Erica Burkett

Be it resolved that the That Temiskaming Shores Public Library Board acknowledges receipt of Administrative Report No. LIB-03-2023 and applies to the TTF Community Fund for \$1636 to complete the project for the Creator Space outlined in the report.

Carried.

- c. **Report LIB-04-2023 Charge for 3D printing projects.** The Board discussed and accepted the Report.
- d. **Report LIB-05-2023 International Dyslexia Association Ontario Mini Grant.**

Motion #2023-14

Moved by: Nadia Pelletier-Lavigne

Seconded by: Erin Little

Be it resolved that the That Temiskaming Shores Public Library Board acknowledges receipt of Administrative Report No. LIB-05-2023 and applies to the IDA Ontario Mini-Grant program for funds in the amount of \$500 to support making decodable books for children with dyslexia available in the library.

Carried.

- e. **Discussion re: meeting with school board to discuss options for making library cards available to students.** Referred to the Library Services Committee.
- f. **Temiskaming Shores Pubic Library By the Numbers 2022.** For review. The Board asked to make the document bilingual.

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

- a. **Facilities-8 Proctoring Exams.** Motion.

Motion #2023-15

Moved by: Joyce Elson

Seconded by: Erin Little

Be it resolved that the Temiskaming Shores Public Library Board accepts the Policy Facilities-8 Proctoring Exams as reviewed by the Board.

Carried.

b. Facilities-9 3D Printing. Motion.

Motion #2023-16

Moved by: Melanie Ducharme

Seconded by: Nadia Pelletier-Lavigne

Be it resolved that the Temiskaming Shores Public Library Board accepts the Policy Facilities-9 3D Printing as amended by the Board.

Carried.

12. Adjournment

Adjournment by Brigid at 8:00 p.m.

Chair –



MINUTES

Timiskaming Health Unit Board of Health

Regular Meeting held on March 1, 2023 at 6:30 P.M.

New Liskeard Boardroom / Microsoft Teams

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

2. **ROLL CALL**

Board of Health Members

Stacy Wight	Chair, Municipal Appointee of Kirkland Lake
Mark Wilson	Municipal Appointee for Temiskaming Shores
Jeff Laferriere	Municipal Appointee for Temiskaming Shores
Casey Owens	Municipal Appointee for Town of Kirkland Lake
Paul Kelly	Municipal Appointee for Township of Larder Lake, McGarry & Gauthier (<i>Video</i>)
Curtis Arthur	Provincial Appointee
Carol Lowery	Municipal Appointee for Town of Cobalt, Town of Latchford, Municipality of Temagami, and Township of Coleman
Steve McIntyre	Municipal Appointee for Township of Armstrong, Hudson, James, Kerns & Matachewan (<i>Video</i>)
Lori Jordan	Municipal Appointee for Township of Chamberlain, Charlton, Evanturel, Hilliard, Dack & Town of Englehart (<i>Video</i>)
Guy Godmaire	Municipal Representative for Township of Brethour, Harris, Harley & Casey, Village of Thornloe

Regrets

Jesse Foley	Vice-Chair, Municipal Appointee for Temiskaming Shores
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Timiskaming Health Unit Staff Members

Dr. Glenn Corneil	Acting Medical Officer of Health/CEO
Randy Winters	Director of Corporate Services (<i>Video</i>)
Rachelle Cote	Executive Assistant

3. **APPROVAL OF AGENDA**

MOTION #9R-2023

Moved by: Jeff Laferriere

Seconded by: Mark Wilson

Be it resolved that the Board of Health adopts the agenda for its regular meeting held on March 1, 2023, as presented.

CARRIED

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

None.

5. **APPROVAL OF MINUTES**

MOTION #10R-2023

Moved by: Casey Owens

Seconded by: Paul Kelly

Be it resolved that the Board of Health approves the minutes of its regular meeting held on January 25, 2023, as presented.

CARRIED

6. **BUSINESS ARISING**

a. **BOH Municipal Representative Appointment**

MOTION #11R-2023

Moved by: Curtis Arthur

Seconded by: Carol Lowery

Be it resolved that the Board of Health agrees to rescind the following wording under section 2.1, Board of Health Composition of the Governance Manual “Current municipal employees are not eligible for membership to the board”;

And further that Guy Godmaire, the appointed representative for the Township of Harley, Brethour, Harris, Casey and Thornloe be officially part of the Board of Health, effective immediately.

CARRIED

b. **Mandatory Labels on Alcohol Containers Follow-Up**

The [letter and briefing note](#) was submitted to all parties with a few requests from other health units to support/endorse THU’s motion #6R-2023.

c. **Physical Literacy for Healthy Active Children**

Following the receipt of the resolution #29-22 from Public Health Sudbury & Districts, the Board recommended to support and look to implement a similar approach applicable to our district.

Board Direction: Due to limited staff capacity, it was suggested that the program team prepare a briefing note of local findings and potential recommendations applicable to our district with a key focus of community collaboration and key strategies that would impact the children of our communities. The briefing note will be presented at the next meeting for further discussion and next steps.

7. **2023 PUBLIC HEALTH BUDGET & RELATED PROGRAMS**

MOTION #12R-2023

Moved by: Paul Kelly

Seconded by: Guy Godmaire

Be it resolved that the Board of Health approves the 2023 Public Health Budget & Related Programs as presented.

Board Direction for the 2024 Budget Planning Process:

1. The Board discussed and agreed to investigate further into the method used to calculate the municipal levy contributions, Census vs MPAC, due to inaccurate population rates indicated in the MPAC reports.
2. Senior management to look into offering a presentation for all (24) municipalities to attend and identify a fair process for all to participate in. Per the HPPA, all municipalities must reach an unanimous decision to make a change on the method of allocation for Board of Health expenses. Process to take place prior to the next budget approval process for year 2024.
3. Mr. Winters to prepare a briefing not for the next meeting.
4. The board agreed to approve the 2023 budget based on the population rates of the 2022 MPAC report.

8. **REPORTS OF MOH/CEO**

Dr. Corneil provided a summary of the local COVID-19 situation and other related updates.

9. **HUMAN RESOURCES & FINANCE UPDATE**

Randy Winters provided an update for information purposes.

10. **NEW BUSINESS**

a. **Report of the alpha Winter Symposium – Feb 24, 2023**

Notes of Curtis Arthur were distributed for information. Others shared their overview of the pre-conference workshop on February 23 and full day conference on February 24, 2023.

b. **Briefing Note: Psychological Health & Safety in the Workplace**

MOTION #13R-2023

Moved by: Jeff Laferriere

Seconded by: Casey Owens

Be it resolved that the Board of Health receive the briefing note "*Psychological Health & Safety in the Workplace*" for consideration;

And further that the Timiskaming Board of Health endorse the adoption of the National Standard of Canada for Psychological Health & Safety in the Workplace to promote and protect the Psychological health and safety of Timiskaming Health Unit staff.

CARRIED

c. **Briefing Note: Board of Health Orientation Survey Results**

MOTION #14R-2023

Moved by: Carol Lowery

Seconded by: Mark Wilson

Be it resolved that the Board of Health receive the briefing note “BOH Orientation Survey Results” for information and future consideration.

CARRIED

11. **CORRESPONDENCE**

MOTION #15R-2023

Moved by: Jeff Laferriere

Seconded by: Guy Godmaire

Be it resolved the Board of Health acknowledges receipt of the correspondence for information purposes.

CARRIED

12. **IN-CAMERA**

Nothing to report.

13. **RISE AND REPORT**

N/A

14. **DATES OF NEXT MEETINGS**

The next Board of Health meeting will be held on April 5, 2023 at 6:30 pm in Kirkland Lake.

15. **ADJOURNMENT**

MOTION #16R-2023

Moved by: Curtis Arthur

Seconded by: Casey Owens

Be it resolved that the Board of Health agrees to adjourn the regular meeting at 8:05 p.m.

CARRIED

Stacy Wight, Board Chair
Rachelle Cote, Recorder

1.0 CALL TO ORDER

The meeting was called to order at 3:00 p.m.

2.0 ROLL CALL

- | | |
|---|--|
| <input checked="" type="checkbox"/> Councillor Melanie Ducharme, Temiskaming Shores | |
| <input checked="" type="checkbox"/> Councillor Mark Wilson, Temiskaming Shores | <input checked="" type="checkbox"/> Amy Vickery, City Manager (Secretary) |
| <input checked="" type="checkbox"/> Mayor, Jeff Laferriere | <input checked="" type="checkbox"/> Mitch McCrank, Manager of Transportation |
| <input checked="" type="checkbox"/> Mayor Mita Gibson, Cobalt | <input type="checkbox"/> Airianna Leveille, Deputy Clerk |
| <input checked="" type="checkbox"/> Councillor Pat Anderson, Cobalt | <input type="checkbox"/> Stephanie Leveille, Treasurer |
| <input type="checkbox"/> Steve Dalley, Cobalt CAO | |

3.0 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

None.

4.0 REVIEW OF REVISIONS OR DELETIONS TO AGENDA

None.

5.0 APPROVAL OF AGENDA

TC-2023-011

Moved by: Councillor Wilson/Mayor Gibson

Be it resolved that:

The Temiskaming Transit Committee agenda for the March 16, 2023, meeting be approved as printed.

CARRIED

6.0 REVIEW AND ADOPTION OF PREVIOUS MINUTES

TC-2023-012

Moved by: Mayor Gibson/Councillor Mark Wilson

Be it resolved that:

The Temiskaming Transit Committee minutes for the February 16, 2023, meeting be adopted as printed.

CARRIED

7.0 CORRESPONDENCE/INTERNAL

- a) Steve Cox – Housing Service Manager DTSSAB
 - i. Request for Transit Shelter on Market Street

The Manager of Transportation presented the general request and noted he is waiting for a formal letter of request. The estimated cost of a shelter is \$10,000 plus the cost of concrete. Committee noted the following:

- Last stop before heading south to Haileybury.
- More students using the stop.
- Impacting the entrance to the building
- DTSSB may consider funding the shelter.
- No current shelter policy exists and is on a request basis.
- Maintenance is done by parks and recreation staff.

Item deferred until formal letter received.

8.0 UNFINISHED BUSINESS

9.0 NEW BUSINESS

- a) Transit Update – Manager of Transportation provided brief update on service. Schedule change for operations is going well and full complement of staff for Voyago. He further noted Temiskaming Transit is the 8th smallest community with a transit system and the total vehicle hours and kilometers are greater than most other larger authorities. Recommendation to continue the 2-hour loop system with prioritized peak times. Councillor Anderson noted the need to be fiscally responsible.

The committee further enquired about the complaint tracking system. Voyago has obligations under their contract and staff clarified the City's complaint system. Communication is ongoing with Voyago. They are still setting up systems, equipment, and processes.

- a. Deadheading – currently non-revenue time. Discussion on deadheading and the transport of passengers during this time. Manager to discuss further with Voyago.
- b) ICIP Funding Update
 - a. Procuring for 2024 – Manager of Transportation provided a background on the funding and recommends the Committee investigate replacing the fleet with smaller, more efficient buses. Options include 28' buses with 25 seat capacity

on a GMC Chassis where the parts are more readily available, and the licensing of drivers is a lower class. Current estimates under metrolinx group procurement are \$270,000/ bus. Mayor Gibson asked about hybrid options and at this time Hybrid or Electric buses are not recommended by the Manager. The ICIP Agreement would require an amendment to the project description.

- c) Rural Transit Fund – Capital Stream available for projects other than fleet and shelters. For example, to fund a study to identify sidewalks and paths to bring people to transit. Committee supports the research into an application under the fund.
- d) Temporary Service Costs – Draft Transit Financials for the period of January 2 to February 27, 2023, presented. Parts inventory purchased from Stock.
- e) Advertising Contracts – Due to the disruption period, consideration to reduce the bus advertising was reviewed.

TC-2023-013

Moved by: Councillor Wilson/Councillor Ducharme

Be it resolved that:

The Temiskaming Transit Committee agrees in principle to update the ICIP: Public Transit Stream project description to align with current needs of the Temiskaming Transit System. And further instruct the staff to bring back a cost analysis and capital estimate, including the transportation study for consideration.

CARRIED

TC-2023-014

Moved by: Mayor Gibson/Councillor Ducharme

Be it resolved that:

The Temiskaming Transit Committee agrees to provide a pro-rated credit on the yearly bus advertising contracts recognizing the disruption period of January 1 to February 20, 2023.

CARRIED

10.0 MEETING SCHEDULE

- Next meeting is scheduled for May 4, 2023, at 3 p.m.

11.0 ADJOURNMENT

TC-2023-015

Moved by: Councillor Ducharme

Be it resolved that:

The Transit Committee meeting is adjourned at 4:35 p.m.

CARRIED

1. CALL TO ORDER

The meeting was called to order at 9:00 a.m.

2. ROLL CALL

PRESENT:	Mayor Jeff Laferriere (Chair) Councillor Danny Whalen Councillor Mark Wilson Amy Vickery, City Manager (Secretary) Steve Burnett, Manager of Environmental Services Mitch McCrank, Manager of Transportation Services
REGRETS:	Darrell Phanuef, Environmental Superintendent Jamie Sheppard, Transportation Superintendent Airiana Leveille, Deputy Clerk (Committee Secretary)

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

None

4. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

None

5. APPROVAL OF AGENDA

Recommendation PW-2023-005

Moved by: Councillor Danny Whalen

Be it resolved that:

The Public Works Committee agenda for the March 16, 2023, meeting be approved as printed.

CARRIED

6. REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation PW-2023-006

Moved by: Councillor Mark Wilson

Be it resolved that:

The Public Works Committee minutes for the February 16, 2023, meeting be adopted as presented.

CARRIED

7. PRESENTATIONS/CORRESPONDENCE (INTERNAL/EXTERNAL)

- a) Road Closure Requests presented for information by Manager of Transportation with highlighted traffic flow and committee provided general comments.
 - i. Ram Rodeo – application submitted; Approval deferred to confirm event approval.
 - ii. Haileybury Block Party – application submitted. Parks and Rec confirmed to install fencing and no other concerns.
 - iii. North on Tap – Requested, not submitted yet, however no concerns at this time.
 - iv. Car and Bike Show – Requested, not submitted yet, noted this is a new event. Parking lot location will need review.

Councillor Wilson noted the terminology for road closures is changing in urban areas whereby “open roads” refer to open to people rather than open to vehicular traffic.

- b) Northeastern Ontario Public Works Organization (NEOPW) – Participation in AORS
 - i. Email correspondence with Shane Skinner

Manager of Transportation reported he received correspondence hoping to revive NEOPW and expression of interest of participation and assistance. Committee members noted the value of the association and local participation and encouraged staff to investigate further and bring back recommendation.

8. UNFINISHED BUSINESS

Leading Pedestrian Intervals – Councillor Mark Wilson noted this item is waiting for the downtown cores study and further consultation can take place with the consultant to establish feasibility. The topic led to a discussion on the intersection of Elm and Armstrong.

Recommendation PW-2023-007

Moved by: Councillor Mark Wilson

Be it resolved that:

The Committee directs the Manager of Transportation to review and obtain an estimate for a flashing green at the Elm/Armstrong intersection.

CARRIED

9. NEW BUSINESS

- a) Grant Drive – MTO Cost Sharing Agreement Update – Manager of Environmental Services noted the design meeting was conducted and they are moving to get approval for tender. Two additional areas of repair will be included in the tender however are unrelated to the cost share with the city.

- b) 1 Year Contract Extension – Landfill Monitoring Services – Manager of Environmental Services seeking consideration of a one-year extension to the current landfill monitoring contract. The 2023 cost estimate is \$75,000. The 2022 cost was \$67,000. A new RFP for monitoring services to be prepared at the end of 2023 and Councillor Whalen recommended the next renewal be for a term of three years.
- c) Funding Opportunity – Disaster Mitigation and Adaptation Fund – Manager of Transportation provided general information on the program and noted potential projects. The deadline to apply is July 19, 2023. Committee favourable to exploring an application.
- d) Public Works Update
 - a. Fuel Supply Recommendation at next Regular meeting – Manager of Transportation provided the results of the RFP and will proceed with a full report at the March 21, 2023, council meeting.
- e) Committee of the Whole Structure and Operational Reports – City Manager referenced the upcoming dates as we shift from Committees to Committee of the Whole and noted supervisors are welcome to attend to provide public works operational updates. Councillor Whalen and Mayor Laferriere noted their support for the COW and appreciation of staff participation at meetings.
- f) OGRA Conference Delegation Request – Committee conducted a final review of the Briefing Paper prepared re:Infrastructure Funding and the application for delegation meeting with the Minister of Infrastructure to be submitted by March 17, 2023. Deputy Mayor Whalen, Councillor Wilson, Councillor Pelletier-Lavigne and Mitch McCrank, Manager of Transportation will attend the delegation if approved during their attendance at the OGRA Conference.

Recommendation PW-2023-008

Moved by:

Be it resolved that:

The Public Works Committee agrees and recommends the entering into a 1-year extension agreement with WSP for Landfill Monitoring Services.

CARRIED

10. CLOSED SESSION

None

11. NEXT MEETING

Moving to committee of the whole

12. ADJOURNMENT

Recommendation PW-2023-009

Moved by: Councillor Danny Whalen

Be it resolved that:

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

CARRIED

Report of Meeting between The Ministry of Transportation - North east Region and The City of Temiskaming Shores

April 5, 2023

MTO Staff were on Microsoft teams and City representatives were in person in the Haileybury Board Room.

In attendance:

City of Temiskaming Shores

Jeff Laferriere, Danny Whelan, Mark Wilson, Amy Vickery, Steve Burnett, Jennifer Pye, Mitch McCrank, Brad Hearn (technical support)

Ministry of Transportation – Northeast Region

Herb Villneff, Kristin Franks, Christine Costa ,Raymond Hong ,Kelly Schmid, Ryan Herbrand, Jaclyn Lyttle, Michelle Prioretti, Junaid Asghar, Alain Beaulieu, Santana Eide(technical support)

Introductions – All those in attendance introduced themselves.

Mayor Laferriere thanked the MTO representatives for meeting with the city and indicated that the city is looking forward to working more closely with the MTO to discuss development of the area and to address the many safety concerns that the city receives regarding highway 11 through Temiskaming Shores.

Major Capital Projects

MTO representatives began by reviewing 3 major capital updates.

1. The Grant Drive extension and highway 65E project is slated for construction this year. Design work is in final stages, and all appears ready to begin. This project will include a left turn lane and a right turn taper.
2. The Highway 11 renewal project from Roland Road to Hwy 569 (nine mile) is slated for completion in 2024. Design work is 60 to 70% complete. The project will be a renewal project and will include paved shoulders. A Question was raised by the city regarding the presence of edge line and/or centreline rumble strip treatments on this section of highway. They have not specifically considered this yet. A question was also raised by City representatives regarding communications with the city as this project

proceeds and ensuring that there are clear communications regarding any effect that the project will have on city infrastructure that is in proximity to the Highway. The city also raised questions regarding improved channelization of the road platform to control speed through the area around Roland Road. There are currently no plans for this.

3. The Highway 11 renewal project from Hwy 65 and 11 (Cow) south to Hwy 11B (Cobalt turn off) is slated for work in 2025 or 2026. This project is in preliminary design stage only. A question was raised by the city regarding the difficulty that some property owners have with access to highway 65 and 11 at the current signalized intersection. This has been a barrier to development on this corridor. The city asked for ongoing communications on this issue. The city also raised a question about the design of the highway 11 and 65 intersection. With the recent fatality and many close call crashes will Safe System design be considered for this intersection. Specifically, will a roundabout be considered to replace the signalized intersection. The MTO indicated that they had not considered that at this point but would explore the idea. There was some discussion about previous consideration of signalized intersections at highway 65 E and Wilson road and at Golf Course Road and Highway 11. There was no further news on this as those signals are not warranted at this time but may be required in the future.

Speed Limit Changes

MTO staff discussed the changes to the speed limit on Highway 11 through the built-up area in Temiskaming Shores. The zone from Just south of Tobler Road in the North to Just south of the Cow in the south is now be posted at 70km/h. There are also plans for a 60 km zone, along with flashing amber lights during school hours at St. Michel School. All 80 km/h signs have now been replaced and the additional 70km/h signs have been posted along the corridor. The MTO also indicated that there have been communications with the OPP and there will be increased enforcement and communications regarding the speed limit change from the OPP. MTO also indicated that a study will be done to monitor these changes. There was also discussion by the MTO regarding a review of signs and lines within this speed zone corridor and the potential for immediate improvements this spring.

Maintenance

MTO staff provided a maintenance update for Highway 11. MTO has now committed to a maintenance schedule that will see roads cleared to pavement within 12 hours of the end of a storm event. This is an increase in service level from the previous 16 hours. The latest maintenance contract in the Temiskaming Shores Area has been awarded to IMOS until 2029.

Future Development

The city raised the issue of future development within (and just outside) the Highway 11 corridor. It was indicated that the corridor control radius on Highway 11 is 395m and the corridor control radius for highway 65 is approximately 180m. There was discussion regarding communication channels between the city and the MTO and how we can best communicate changes to the development pattern. There was a commitment from both parties to discuss these issues during semi-annual meetings as well as individual communications amongst the appropriate staff from MTO and from the city of Temiskaming Shores. Various maps with potential and known future developments were discussed during the meeting.

MTO also discussed the requirement for traffic impact studies when developments are proposed as well as provisions for storm water management, site plans and planning for changes to entrances and access management.

TEAM Highway 11 Meetings

MTO discussed the continuation of the TEAM Highway 11 meetings. These meetings were originally set up as a discussion with MTO and the mayors of Temiskaming Shores, Latchford and Temagami with the purpose of discussing Highway 11 issues. These meetings will continue and there is consideration that they will be expanded to include more communities and discussion topics.

Way-Finding Signage

The city discussed options to improve the signage for each entrance to the City. It was proposed that there may be a sign when approaching from the North and the south that identifies 3 specific exits to assist travellers to get to the correct location. Further discussion will follow.

Adjournment

The meeting was adjourned after some excellent discussion and commitments to continue dialogue to make our highways safer and more efficient.

Mark Wilson

Subject: Tender Award – Granular ‘M’

Report No.: PW-006-2023

Agenda Date: April 18th, 2023

Attachments

Appendix 01: 2023 Tender Results

Appendix 02: Draft By-Law Agreement (Please refer to By-Law 2023-048)

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-006-2023; and
2. That Council directs staff to prepare the necessary by-law to enter into an agreement with Miller Paving Limited, for supply and delivery of Granular “M” (estimated 12,000 t) in the amount of \$12.95 per ton for a total of \$155,400.00, plus applicable taxes, for consideration at the April 18, 2023, Regular Council meeting.

Background

Each year the City of Temiskaming Shores procures the services of an experienced and qualified contractor for the supply and delivery of Granular ‘M’ material for the use on municipal roads within the City of Temiskaming Shores.

The work shall consist generally of crushing material to meet the Ontario Provincial Standard (OPSS) 1001 and 1010 and delivering material to City of Temiskaming Shores property for stockpiling. From our property, transportation municipal staff load, direct, place and grade material on roads that require maintenance. Granular M is also used in assisting with road patches, shoulders or landscaping.

In 2023, the tender documents were prepared and Tender PWO-RFT-002-2023 was distributed to previous bidders and posted on the City Website with closing date at 2:00 p.m. on April 6th, 2023. **Appendix 01** includes the Tender Results.

Analysis

Three (3) tenders were received by the closing date.

Bidder	Unit Price	Tender Amount	HST	Total
James Lathem Excavating	\$19.50	\$234,000.00	\$30,420.00	\$264,420.00
Don Adshead Trucking Ltd.	\$17.75	\$213,000.00	\$27,690.00	\$240,690.00
Miller Paving Limited	\$12.95	\$155,400.00	\$20,202.00	\$175,602.00

The tender was analysed for errors and/or omissions and all were found to be correct and complete.

Miller Paving submitted the lowest tender price and therefore is recommended for the award of the contract. Miller has been successful as the Granular M supplier for the City for the past number of years and is diligent in their supply. No concerns with their performance are noted.

The tendered amount remains within the approved and allotted budget for roadway maintenance.

Relevant Policy / Legislation / City By-Law

- 2023 Public Works Operating Budget
- By-Law No. 2017-015, Procurement Policy

Consultation / Communication

- Consultation with City Manager and staff throughout the project
- Consultation with Public Works staff

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 ☐

Within the Roadside Maintenance account, the approved budget for Loose Top Maintenance is \$180,000.00. Miller's subtotal price plus non-refundable HST is well below the budgeted amount.

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 method of supply and delivery is in line with current operations and no planned changes exist currently. The future use of bio-diesel or electric vehicles to haul material may be a way to reduce GHG, however that will be further down the road when infrastructure can accommodate.

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and submitted for Council's
consideration by:

"Original signed by"

"Original signed by"

Mitch McCrank, CET
Manager of Transportation Services

Amy Vickery, CMO
City Manager

Document Title: **PWO-RFT-002-2023 – Supply and Delivery of Granular M**

Closing Date: **Thursday, April 6, 2023**

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 Clerk	Mitch McCrank Manager of Transportation		
<i>Kal</i>	<i>N/A</i>		

Others (teleconference):

<i>Brad Ryan, Latham</i>	<i>Christian Paquette</i>	
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Submission Pricing – Exclusive of HST

Bidder: *James Latham Excavating*

Item No.	DESCRIPTION	Quantity	Unit Price	Total
1	Granular "M" 5/8, crushed, hauled, and stockpiled on Temiskaming Shores property.	12,000 tonnes	\$ <i>19.50</i>	<i>\$234,000.00</i>
Subtotal				
HST				<i>30,420.00</i>
TOTAL				<i>\$264,420.00</i>

Bidder: *Don Adshad Trucking Ltd.*

Item No.	DESCRIPTION	Quantity	Unit Price	Total
1	Granular "M" 5/8, crushed, hauled, and stockpiled on Temiskaming Shores property.	12,000 tonnes	\$ <i>17.75</i>	<i>\$213,000.00</i>
Subtotal				
HST				<i>27,690.00</i>
TOTAL				<i>\$240,690.00</i>

Bidder: *Miller Paving Limited*

Item No.	DESCRIPTION	Quantity	Unit Price	Total
1	Granular "M" 5/8, crushed, hauled, and stockpiled on Temiskaming Shores property.	12,000 tonnes	\$ <i>12.95</i>	<i>\$155,400.00</i>
Subtotal				
HST				<i>26,202.00</i>
TOTAL				<i>\$181,602.00</i>

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

Memo

To: Mayor and Council
From: James Franks
Date: April 18, 2023
Subject: Frog's Breath Application Sponsorship – Branch 54 Royal Canadian Legion - Haileybury

Attachments:

Mayor and Council:

The City has received a request from the Branch 54 Royal Canadian Legion - Haileybury to sponsor a request for funding support to the Frog's Breath Foundation, to help fund the Haileybury Branch 54 Main Hall Renovation Project. If successful, the Legion would receive \$75,000 to put towards this project. The Frog's Breath Foundation and other community funding organizations often require that applicants who are not a registered charity partner with a community agency who can accept charitable donations and provide tax receipts.

The City has sponsored applications for other community organizations in the past under the City's Charitable Sponsorship Policy, By-law 2018-039.

It is recommended that the City agree to sponsor this application to the Frog's Breath Foundation in support of the Branch 54 – Royal Canadian Legion - Haileybury.

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

James Franks
Economic Development
Officer

Amy Vickery Menard
City Manager

Subject: Compressed Workweek Policy

Report No.: CS-014-2023

Agenda Date: April 18th, 2023

Regular Council Meeting

Attachment

Appendix 01: Draft Compressed Workweek Policy

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-014-2023;
2. That Council adopts the draft policy in principle and directs staff to implement a pilot Compressed Workweek Schedule as outlined in the draft policy for the period of May 7th, 2023 to October 7th, 2023;
3. That Council directs staff to prepare a follow-up report for Council's consideration upon the completion of the pilot program.

Background

Since the onset of the pandemic, the implementation of a compressed workweek has become more common in the public sector after having been successfully applied in the private sector for decades.

The four (4) day compressed work week has previously been implemented in a small number of Ontario municipalities, including the Town of Aylmer, Municipality of French River, Townships of Zorra, Springwater, Algonquin Highlands, Blandford Blenheim, East Zorra-Tavistock, and South-West Oxford.

Studies have shown an increase in productivity, morale, and attracting employees by offering a compressed workweek.

On April 4th, 2023, staff made a presentation to Council outlining a proposed Compressed Workweek Policy. The presentation reviewed the challenges and benefits of a more flexible work arrangement for not only employees, but ratepayers as well.

Council directed staff to develop a draft Compressed Workweek Policy for their review and consideration to implement on a temporary basis as a pilot.

Analysis

A compressed workweek is a flexible work arrangement where by an employee works longer hours in exchange for a reduction in the number of working days in the working cycle. The earned compressed time (“compressed day”) is taken off during the pay period cycle in which it is worked.

As outlined in the draft policy, attached as Appendix 1, business continuity and coverage within all departments would fully be maintained. Where an employee is working a compressed work week, their workplace would be open to the public for all scheduled work hours with service being maintained or improved.

With the key goal of enhancing levels of service and productivity at minimal or no cost to the City, it is recognized that potential scheduling challenges brought on by the application of a compressed workweek must have no negative impact on customer service functions and/or business continuity. It is also understood that some positions may not be able to work a compressed workweek.

The policy applies to all Full Time Employees within the City. Each department would be split into two (2) teams. Employees will be paired by position with overlapping or complimentary knowledge, skill sets and responsibilities. (Team A and Team B). During the pilot period, Team A will work Monday to Thursday and Team B will work Tuesday to Friday and switch half way through. This will ensure equity.

In order to engage all and receive feedback, a survey was sent to all employees to determine whether employees were in favour or opposed of the schedule change as well as any personal concerns an employee may have.

Based on the results, 72% of employees would like to trial the compressed workweek schedule, while the remaining 28% will remain working their regular schedule. Due the supervisory coverage in all departments, two working schedules will not be an issue to manage.

While Article 15.03 of the Collective Agreement allows the Employer to alter starting and quitting times and to amend shift schedules upon providing two (2) working days advance notice, staff recognize the importance of union-management relations.

A Union/Management Committee was held on April 14th, 2023, where the draft policy was distributed and discussed. The meeting provided clarity on vacation/floater entitlements, sick leave, bereavement leave, overtime and statutory holidays as outlined in the policy.

Staff is recommending the Compressed Workweek be piloted for a period of May 7th, 2023 to October 7th, 2023 to align with payroll processes. At the conclusion of the pilot, all employees will be surveyed for their feedback and satisfaction of the compressed schedule.

An administrative report will be presented to Council outlining survey results and any other challenges or benefits noted throughout the pilot.

Consultation / Communication

CUPE Local 5014

All management and non-union staff for the City of 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 ☒

Staffing implications are limited to normal administrative functions and duties. There will be no additional cost to the City and no decrease to the level of services offered.

Alternatives

Submission

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Shelly Zubyck, CHRP
Director of Corporate Services

Amy Vickery
City Manager



Compressed Work Week Policy - DRAFT

1.0 Policy Statement:

The City of Temiskaming Shores is committed to service excellence for ratepayers and to the growth and wellbeing of employees. As a progressive employer, the City recognizes that work-life balance is important to a productive workplace and is a tool for attracting, supporting, and retaining talented and dedicated staff.

2.0 Purpose:

Workplace modernization through the implementation of a compressed workweek is a mutually beneficial arrangement intended to improve productivity, maintain high levels of employee satisfaction and commitment, and expand services for ratepayers at no additional cost to the City.

3.0 Definitions:

3.1 *Compressed Workweek*: means a flexible work arrangement whereby an employee works longer hours in exchange for a reduction in the number of working days in the working cycle. For example, an employee may work a standard 70 hour bi-weekly work period in 8 days (instead of the usual 10 days) or the standard 80 hour bi-weekly work period in 8 days (instead of the usual 10).

3.2 *Full Time Employee*: means any Full Time Employee as defined in the Collective Agreement or Management/Non-Union Agreement.

3.3 *Normal Hours of Work*: mean regular hours of work as outlined in the Collective Agreement or Management/Non-Union Agreement.

3.4 *Standard Workweek*: means regular works week of 35 hours or 40 hours.

3.5 *Team*: means a group of employees paired by position with overlapping or complimentary knowledge, skill sets and responsibilities. (Team A and Team B)

4.0 Scope:

This policy shall apply to all Full Time Employees for the City of Temiskaming Shores.

5.0 Policy:

5.1 The City of Temiskaming Shores continues to pursue innovative and dynamic employment practices where possible and practicable to do so, to:

- Enhance organization levels of service and productivity with minimal or no cost to the City; and
- Create flexible conditions that help employees integrate their work and personal lives more effectively.

5.2 Maintenance of Business Continuity and Coverage: Operational requirements of each department must be met. Where an employee is working a compressed work week, their workplace shall be open to the public for all scheduled work hours with

service being maintained or improved. With the key goal of enhancing levels of service and productivity at minimal or no cost to the City, it is recognized that potential scheduling challenges brought on by the application of a compressed workweek must have no negative impact on customer service functions and/or business continuity. It is understood that some positions may not be able to work a compressed work week. Further, a compressed 4-day work week arrangement does not change the employment contract for any employee.

5.3 Changes to the 35 hour standard workweek and compressed workweek are outlined in Table 1:

	Standard Workweek	Compressed Workweek
Regular Business Hours	Monday to Friday 8:30am to 4:30pm	Monday to Friday 8:00am to 5:00pm
Lunch Break	1 hour (unpaid)	15 mins unpaid combined with 15 mins paid break (as per ESA)
Other Breaks	Two 15 mins breaks (paid)	One 15 mins break (paid)
Hours Worked Per Day	7 hours	8.75 hours
Hours Worked Per Week	35 hours	35 hours

5.4 Changes to the 40 hour standard workweek and compressed workweek for Public Works and Recreation Hourly Rated Employees – Regular Operations (Winter Operations are excluded.) are outlined in Table 2:

	Standard Workweek	Compressed Workweek
Regular Business Hours	Monday to Friday 6:30am to 3:00pm	Monday to Friday 6:30am to 5:00pm
Lunch Break	30 mins (unpaid)	30 mins (unpaid)
Other Breaks	Two 15 mins breaks (paid)	Two 15 mins breaks (paid)
Hours Worked Per Day	8 hours	10 hours
Hours Worked Per Week	40 hours	40 hours

5.5 Team Approach: To ensure seamless and consistent customer service delivery for all municipal stakeholders, a two-team approach will be utilized with the goal of creating inter and intradepartmental redundancies and contingency planning measures. By pairing employees, it can be ensured that no impact on productivity or business continuity.

With the work force split into two (2) teams, “Team A” will work from Monday to Thursday and “Team B” will work from Tuesday to Friday. Team A and Team B will alternate this schedule equally throughout the year. For Recreation Services on weekends, shifts will be scheduled in a way that seven (7) day a week service is maintained.

5.6 Vacation/Floater Time Allocation: Currently vacation/floater days for employees are allocated and conceptualized on a “per day” basis. Each vacation/floater day is based on the employees’ regular hours worked per day. For example: if an employee works 35 hours per week within 5 days, their vacation/floater day constitutes 7 hours. For an employee who works 40 hours per week within 5 days, their vacation/floater day constitutes 8 hours.

Within a compressed workweek arrangement, for an employee who works 35 hours within 4 days, a vacation/floater day constitutes 8.75 hours. For an employee who works 40 hours within 4 days, a vacation/floater day constitutes 10 hours.

The differences between vacation/floater allocation and interpretation within the standard workweek and the compressed workweek are outlined below in Table 3.

Example	Standard Workweek	Compressed Workweek
Total Vacation Hour Allocation	70 hours or 80 hours	70 hours or 80 hours
Total Vacation Day Allocation	10 days	8 days
One Vacation Day (hours)	7 hours or 8 hours	8.75 hours or 10 hours

5.7 Paid Sick Leave: Currently, the City’s Sick Leave Policy provides for interpretation and application of paid sick leave for Full-Time employees. For the purposes of this policy, all provisions of the Sick Leave policy remain in effect. More specifically, within a compressed workweek arrangement, sick days shall constitute the same hours as vacation/floater days, as previously noted. It is the expectation of the City that employees will leverage flexibility of the compressed workweek to avoid personal absences where possible and reasonable. For example: An employee should attempt to schedule a routine medical/personal appointment on either a Monday or Friday, depending on their work schedule to avoid a personal absence.

5.8 Bereavement Leave: Currently, the City’s Bereavement Leave Policy provides for interpretation and application of paid bereavement leave for all Full-Time employees which remain in effect. More specifically “working day” shall constitute the same hours as vacation/floater and sick days, as previously noted.

5.9 Statutory Holidays: For the purpose of this policy, week segments that are impacted by a statutory holiday outlined in the Collective Agreement and Management/Non-Union Agreement, City Hall Employees will revert to a standard five (5) day workweek. For example, on a holiday Monday (Labour Day) employees will be compensated for 7 hours rather than 8.75 hours. Similarly, if an employee opts to utilize vacation/floater time during a week that contains a statutory holiday, 7 hours of allocated vacation/floater time would be utilized per day for a 35 hour workweek. To ensure satisfactory coverage and to avoid confusion among employees with respect to

facilitating statutory holiday allocations within the compressed workweek model, the Director of Corporate Services will circulate an annual schedule to staff that outlines the workweek segments that revert to a standard five (5) day work week.

5.10 Overtime/Extended Hours/Supplemental Hours: Hours worked in excess of regularly scheduled daily hours shall be paid/banked at the applicable rate/hour based on the following tables:

	Standard Workweek	Compressed Workweek
Hours Worked per Day	7 hours	8.75
Overtime/Extended/Supplemental Hours Defined per Day	Any hours worked over 7 hours	Any hours worked over 8.75 hours

	Standard Workweek	Compressed Workweek
Hours Worked per Day	8 hours	10 hours
Overtime/Extended/Supplemental Hours Defined per Day	Any hours worked over 8 hours	Any hours worked over 10 hours

5.11 Alteration to Hours of Work and Schedule: There will be no shift changes or “swapping” of days between employees on opposite Teams.

Supervisors may at their discretion, ask that staff revert to a standard five (5) day work week for the purpose of vacation coverage or any other operational need.

Employees may request approval from their supervisor to remain on or revert back to a standard five (5) day work week.

At any time, the compressed work week may be discontinued by providing two (2) working days advance notice except in cases of emergency.

5.12 Interpretation and Conflict Resolution: While this policy is intended to establish broad guidelines for the implementation and application of a compressed workweek, it is anticipated that there will be from time to time, aspects of the policy that are subject to interpretation and may require clarification. In circumstances where policy interpretation and/or clarification is required, the Director of Corporate Services will provide support where applicable and/or necessary. If there is a circumstance where they are unable to obtain clarification on a matter relating to this policy, the City Manager shall use their discretion to provide the required clarification.

Subject: 2023 Tax Ratios, Tax Rates,
Water, Sewer and Special Rates

Report No.: CS-015-2023

Agenda Date: April 18, 2023
Regular Council Meeting

Attachments

- Appendix 01:** 2022/2023 Assessment Comparisons (per Returned Roll)
- Appendix 02:** Tax Ratio and Tax Rate Comparison; Tax Impact by Class
- Appendix 03:** Draft 2023 Tax Ratio By-law (Please refer to By-law No. 2023-044)
- Appendix 04:** Draft 2023 Tax Rate By-law (Please refer to By-law No. 2023-045)
- Appendix 05:** Draft 2023 Water and Sewer Rates (Please refer to By-law No. 2023-046)
- Appendix 06:** Special Tax Levy under the City of Temiskaming Shores Solid Waste Management Program (Please refer to By-law No. 2023-047)

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-015-2023;
2. That Council directs staff to prepare the necessary by-laws utilizing the Revenue Neutral Tax Ratios for 2023 calculated using a phased-in elimination of the subclass reduction factors for consideration at the April 18, 2023 Regular Council meeting.
3. That Council directs staff to prepare the necessary by-laws utilizing the 2023 Tax Rates and Water/Sewer Rates for consideration at the April 18, 2023 Regular Council meeting.
4. That Council directs staff to prepare the necessary by-law to incorporate a two dollar (\$2.00) increase to the Special Tax Levy for Enhanced Program under the City of Temiskaming Shores Solid Waste Management Program (By-law 2014-172) as presented within the 2023 budget for consideration at the April 18, 2023 Regular Council meeting.

Background

In 2004, the Minister of Finance set the tax ratios for the newly amalgamated City of Temiskaming Shores. These ratios were initially provided to the City in the form of transition ratios which were considered to be revenue neutral.

Tax ratios distribute the tax burden between classes relative to the residential class tax ratio, which is equal to 1.0. The tax ratios are multiplied by the assessment of each class to provide the weighted assessment which is then used to define the tax rate for each property class.

The Ontario Property Tax Analysis (OPTA) program provides municipalities with a number of reports and tools which are used to review and analyze the impacts of changes to parameters such as tax ratios, tax rates and municipal tax levy assumptions. These reports are generated using actual current value assessments (CVAs) as determined by the Municipal Property Assessment Corporation (MPAC).

The City has historically utilized the various OPTA tax tools to determine tax ratios and tax rates and has generally used the revenue neutral tax ratios for the calculation of annual tax rates.

Analysis

The 2023 tax ratios and tax rates were calculated based on the budgeted levy of \$14,617,137 which was approved by Council on March 28, 2023 (Council passed Resolution No. 2023-106 to adopt, in principle, its 2023 Municipal Operating Budget estimates; and Resolution No. 2023-107 to adopt, in principle, the 2023 General Capital Budget estimates and the 2023 Environmental Capital Budget estimates at the March 28, 2023 Special Meeting of Council). The water and sewer rates were adjusted to reflect a 2% increase and the Special Tax Levy for Enhanced Program under the City of Temiskaming Shores Solid Waste Management Program was increased by two dollars (\$2.00) which agrees to the 2023 budget.

Council will also be considering a by-law to formally adopt the 2023 Municipal Budget setting the tax levy as noted above, on April 18, 2023.

Appendix 01 compares the returned roll assessments for 2022 versus 2023. The most notable changes were identified in the notes section of the report.

Appendix 02 provides a comparison of 2022/2023 tax ratios, tax rates as well as illustrates the overall tax impact by class. Part II (S.4) of Ontario Regulation 73/03: *Tax Matters – Special Tax Rates and Limits* prescribes tax ratio limits for certain tax classes, which are:

- 2.00 for multi-residential;
- 1.98 for commercial; and
- 2.63 for industrial.

In the event that a tax ratio exceeds the prescribed limit, a levy restriction is applied to the class. Furthermore, OPTA automatically applies a reduction in accordance with O. Reg 73/03 Part II to the ratios the City uses in determining the ratios and rates.

The Minister of Finance sets the education tax rates annually. There were no changes to the education rates for 2023.

Allowable ranges for tax ratios are set under O. Reg 386/98: *Tax Matters – Allowable Ranges for Tax Ratios*. Section 313 (1.1) of the *Municipal Act, 2001* allows municipalities to pass a by-law providing a reduction anywhere within the allowable ranges.

On April 20th, 2022 the Corporate Services Committee recommended that the subclass reduction factors which have historically been set at 0.7 for Commercial Excess/Vacant Land and 0.65 for Industrial Excess/Vacant Land be eliminated. Following analysis by the Treasurer, Council considered Administration Report CS-019-2022 and supported a phased-in elimination of the subclass reduction factors rather than full elimination. For the 2022 taxation year, the subclass reduction factor for Commercial Excess/Vacant Land was adjusted to 0.8 and the Industrial Excess/Vacant Land was adjusted to 0.75. The Treasurer has analyzed the impact of various scenarios utilizing the proposed tax levy, and is recommending that the subclass reduction factor for Commercial Excess/Vacant Land be adjusted to 0.85 and the Industrial Excess/Vacant Land be adjusted to 0.8 for the 2023 taxation year.

Relevant Policy / Legislation / City By-Law

- Municipal Act, 2001
- O. Reg 73/03: Tax Matters – Special Tax Rates and Limits
- O. Reg 386/98: Tax Matters – Allowable Ranges for Tax Ratios

Consultation / Communication

- N/A

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 tax levy of \$14,617,137 utilized in the tax ratio calculations is to be adopted in the 2023 Budget By-law at the Regular Council meeting of April 18, 2023.

Alternatives

Various tax ratios were considered and analyzed in preparation of this report.

Submission

Prepared by:	Reviewed by	Reviewed and submitted for Council's consideration by:
<u>"Original signed by"</u>	<u>"Original signed by"</u>	<u>"Original signed by"</u>
Stephanie Leveille Treasurer	Shelly Zubych Director of Corporate Services	Amy Vickery City Manager

2022 / 2023 Assessment Comparison
(per Returned Roll)

Class	Assessment		Change	Notes
	2022	2023		
Residential	851,842,471	848,760,971	(3,081,500)	A, B
New Multi-Residential	608,000	4,154,000	3,546,000	C
Multi-Residential	11,550,500	11,613,500	63,000	
Commercial	136,691,174	137,478,676	787,502	
Commercial - Excess/Vacant	4,050,555	4,016,553	(34,002)	
Industrial	10,116,300	10,149,800	33,500	
Industrial - Excess/Vacant	1,655,900	1,693,400	37,500	
Landfill	13,400	13,400	-	
Pipelines	26,496,000	26,457,000	(39,000)	
Farmland/Managed Forest	37,298,000	39,716,800	2,418,800	B
Total	1,080,322,300	1,084,054,100	3,731,800	

Notes:

- A** - MPAC reclassification of Senior Housing Unit from the Residential class to New Multi-Residential class
Various MPAC supplementary, omits and write-offs
- B** - Renewal of Farmland through Agricorp after returned roll resulted in MPAC reclassifications
- C** - MPAC reclassification of Senior Housing Unit to New Multi-Residential class and adjusted assessed value

2022/23 Tax Ratio and Tax Rate Comparison

	2022	2023	
Class	Tax Ratios	Revenue Neutral Ratios (gradual elimination of subclass reduction factors) Scenario #1 (adj. of 0.05)	Revenue Neutral Ratios (gradual elimination of subclass reduction factors) Scenario #2 (adj. of 0.1)
Residential	1.000000	1.000000	1.000000
New Multi-Residential	1.000000	1.000000	1.000000
Multi-Residential	2.268374	2.252571	2.252571
Commercial	2.041108	2.025225	2.022343
Commercial - Excess/Vacant	1.428776	1.721441	1.820109
Industrial	2.338225	2.287178	2.270468
Industrial - Excess/Vacant	1.519846	1.829742	1.929898
Landfill	3.574008	3.574008	3.574008
Pipelines	0.905497	0.905497	0.905497
Farmland/Managed Forest	0.250000	0.250000	0.250000

Scenario #1 0.85 Commercial excess & vacant subclass reduction
0.80 Industrial excess & vacant subclass reduction

Scenario #2 0.90 Commercial excess & vacant subclass reduction
0.85 Industrial excess & vacant subclass reduction

2022	2023				Change (B - A)		Change (C - A)	
A	B	C						
Municipal Tax Rates	Proposed Municipal Tax Rates (gradual elimination of subclass reduction factors) Scenario #1 (adj. of 0.05)	Proposed Municipal Tax Rates (gradual elimination of subclass reduction factors) Scenario #2 (adj. of 0.1)			Rate	%	Rate	%
0.0115698	0.01199416	0.01199416			0.00042433	3.67%	0.00042433	3.67%
0.0115698	0.01199416	0.01199416			0.00042433	3.67%	0.00042433	3.67%
0.0260618	0.02606180	0.02606180			-	0.00%	-	0.00%
0.0234649	0.02386116	0.02382720			0.00039629	1.69%	0.00036233	1.54%
0.0187719	0.02028199	0.02144449			0.00151009	8.04%	0.00267259	14.24%
0.0266585	0.02743278	0.02723236			0.00077432	2.90%	0.00057390	2.15%
0.0199938	0.02194622	0.02314750			0.00195238	9.76%	0.00315365	15.77%
0.0413507	0.04286723	0.04286723			0.00151657	3.67%	0.00151657	3.67%
0.0104765	0.01086068	0.01086068			0.00038423	3.67%	0.00038423	3.67%
0.0028925	0.00299854	0.00299854			0.00010608	3.67%	0.00010608	3.67%

Estimated Difference Between 2022 and 2023 Taxation by Class (Includes PIL):

Class	Gradual Elimination of Subclass Reduction Factors Scenario #1 (adj. of 0.05)	Gradual Elimination of Subclass Reduction Factors Scenario #2 (adj. of 0.1)
Residential	360,181	360,181
New Multi-Residential	1,763	1,763
Multi-Residential	-	-
Commercial	54,477	49,808
Commercial - Excess/Vacant	6,065	10,735
Industrial	7,860	5,826
Industrial - Excess/Vacant	3,306	5,340
Landfill	20	20
Pipelines	10,166	10,166
Farmland/Managed Forest	4,214	4,214
Total Taxable	\$ 448,053	\$ 448,053
Commercial Total Taxable	60,543	60,543
Industrial Total Taxable	11,166	11,166

The Corporation of the City of Temiskaming Shores

By-law No. 2023-036

Being a by-law to amend By-Law 2019-103 to enter into an Agreement with Phippen Waste Management Limited for the Collection, Removal and Disposal of Refuse, Recyclable Materials; for the operation and maintenance of the currently operated Municipal Landfill Site and for the operation and maintenance of the Municipal Spoke Transfer Station Operations

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-019-2019 at the June 18, 2019 Regular Meeting of Council and directed staff to prepare the necessary by-law to enter into an agreement with Phippen Waste Management Limited for the collection, removal and disposal of refuse; for the collection, removal and disposal of recyclable materials; for the operation and maintenance of the currently operated Municipal Landfill Site and for the operation and maintenance of the Municipal Spoke Transfer Station Operations for consideration at the June 18, 2019 Regular Meeting of Council; and

Whereas Council considered Administrative Report No. PW-003-2023 at the April 4, 2023 Committee of the Whole meeting and directed staff to prepare the necessary by-law to amend By-Law 2019-103 for the addition of Schedule E being an agreement with Phippen Waste Management for the Operation and Maintenance of the New Liskeard Landfill; and further to amend Schedule C to identify the agreement to be for the operation and maintenance of the Haileybury landfill fill for consideration at the April 18, 2023 Regular Council meeting.

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

1. That Schedule "C" be amended to identify the agreement be for the Operation and Maintenance of the Haileybury Landfill Site;
2. That Schedule "E", being an agreement for Operation and Maintenance of the New Liskeard Landfill be added in its entirety to By-Law 2019-103, a copy attached hereto and forming part of this by-law, attached as "Schedule A"; and
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 schedules as may be deemed necessary after the passage of this by-law.

Read a first, second and third time and finally passed this 18th day of April, 2023.

Mayor

Clerk



Schedule “A” to

By-law No. 2023-036

Agreement between

The Corporation of the City of Temiskaming Shores

and

Phippen Waste Management Limited

for the Collection, Removal and Disposal of Refuse

Addition of Schedule E to By-Law 2019-103

Phippen Waste Management Limited

for the Operation and Maintenance of the New Liskeard
Municipal Landfill Site

this Agreement made in triplicate this 18th day of April, 2023.

Between:

The Corporation of the City of Temiskaming Shores

(hereinafter called the "Corporation")

Party of the First Part

And:

Phippen Waste Management Ltd.

(hereinafter call the "Contractor")

Party of the Second Part

Whereas the Corporation desires to enter into an agreement with Phippen Waste Management Limited for the operation and maintenance of the New Liskeard Sanitary Landfill Site.

And whereas the Corporation and the Contractor have agreed to the following terms and conditions, which form part of this Agreement.

Now therefore the parties hereto in consideration of the mutual promises and covenants, set out herein do hereby agree one with the other as follows:

1.0 Definitions

- 1.1 **Aggregate** shall mean crushed rock or gravel screened to size for use in road surfaces, concrete, or bituminous mixes;
- 1.2 **Angle of Repose** shall mean the maximum acute angle that the inclined surface of a pile of loosely divided material can make with the horizontal;
- 1.3 **Asbestos Waste** shall mean solid or liquid waste that results from the removal of asbestos-containing construction or insulation materials or the manufacture of asbestos-containing products that contains asbestos in more than a trivial amount or proportion;
- 1.4 **Backfill** shall mean the material used to refill a ditch or other excavation, or the process of doing so;
- 1.5 **Bearing Capacity** shall mean the maximum load that a material can support before failing;
- 1.6 **Bucket** shall mean an open container affixed to the movable arms of a wheeled or tracked vehicle to spread solid waste and cover material, and to excavate soil (bucket loader);
- 1.7 **Bulldozer** shall mean a tracked vehicle equipped with a blade;
- 1.8 **Cell** shall mean compacted solid wastes that are enclosed by natural soil or cover material in a sanitary landfill;

- 1.9 **Cell Height** shall mean the vertical distance between the top and bottom of the compacted solid waste enclosed by natural soil or cover material in a sanitary landfill;
- 1.10 **Cell Thickness** shall mean the perpendicular distance between the cover materials placed over the last working face of two successive cells in a sanitary landfill;
- 1.11 **Clay** shall mean a fine grained soil having liquid limits and plasticity indexes that plot above the A-line on the Unified Soil Classification System plasticity chart;
- 1.12 **Compactor** shall mean a vehicle with a blade and with steel wheels that have load concentrators to provide compaction and a crushing effect;
- 1.13 **Compost** shall mean relatively stable decomposed organic material used to fertilize and condition soil;
- 1.14 **Consumer Price Index or "CPI"** means the Consumer Price Index for Ontario.
- 1.15 **Contaminated Waste** shall mean any material from the clean-up of a spill of a commercial chemical product or petroleum product that meets specifications, is permitted within the Landfill Site;
- 1.16 **Contract** means this Agreement to do the work entered into with the Corporation, and includes Bond or Security, the Specifications, the General Conditions, the Tender and other documents referred to or connected with the said agreement;
- 1.17 **Contractor** or a pronoun in place thereof, means the person or persons who have undertaken to carry out this contract;
- 1.18 **Corporation** means The Corporation of The City of Temiskaming Shores;
- 1.19 **Cover Material** shall mean soil that is used to cover compacted soil waste in a sanitary landfill;
- 1.20 **Cutoff Trench** shall mean a trench that is filled with material that is impermeable or very permeable to the flow of gas or water. The barrier is used to prevent the movement of gas or water or to intercept them and to direct them to another location;
- 1.21 **Demolition Waste** see definition for Waste, Construction and Demolition;
- 1.22 **Density (Sanitary Landfill)** shall be as outlined in the following table;

Actual Refuse Density:	weight of solid waste/volume of solid waste.
Apparent Refuse Density:	weight of solid waste/volume of solid waste and soil.
Fill Density or Combined:	weight of solid waste and soil/volume of solid waste and soil.

- 1.23 **Drainage** shall mean provisions for directing the runoff that occurs from precipitation or overload flow in such a way as to prevent contact with refuse or interference with landfill operations;
- 1.24 **Dumping** shall mean an indiscriminate method of disposing of solid waste. To indicate unloading or emptying of a container, use discharging;
- 1.25 **Effluent** shall mean the substances that flow out of a designated source;
- 1.26 **Face** see definition for Working Face;
- 1.27 **Fill** see Sanitary Landfill;
- 1.28 **Food Waste** shall mean animal and vegetable waste resulting from the handling, storage, sale, preparation, cooking, and serving of foods; commonly called garbage;
- 1.29 **Gradient** shall mean the degree of slope or a rate of change;
- 1.30 **Gravel** shall mean rock fragments from 2 mm to 64 mm (0.08" to 2.5") in diameter; gravel mixed with sand, cobbles, boulders, and containing no more than 15% of fines;
- 1.31 **Ground Water** shall mean water that occupies the voids within a geologic stratum;
- 1.32 **Ground Water Runoff** shall mean that part of the ground water which is discharged into a stream channel as spring or seepage water;
- 1.33 **Hydrology** shall mean the science dealing with the properties, distribution, and flow of water on or in the earth;
- 1.34 **Infiltration** shall mean the process whereby some precipitation flows through the surface of the ground;
- 1.35 **Landfill Site** means the New Liskeard Landfill Site located at 704165 Rockley Road;
- 1.36 **Lift** shall mean in a sanitary landfill, a compacted layer of solid wastes and the top layer of cover material. A lift is usually composed of several cells;
- 1.37 **Litter** shall mean wantonly discarded material;
- 1.38 **Loam** shall mean a soft easily worked soil containing sand, silt and clay;
- 1.39 **Municipal Waste** shall include:
- a. any waste, whether or not it is owned, controlled or managed by a municipality, except hazardous waste, liquid industrial waste, gaseous waste and;

- b. solid fuel whether or not it is waste that is derived in whole or in part from the waste included in clause a;
- 1.40 **Open Burning** shall mean uncontrolled burning of wastes in the open or in an open dump Note: Opening burning is not permitted;
- 1.41 **Recovery** shall mean the process of obtaining materials or energy resources from solid waste. Synonyms: Extraction, Reclamation, Salvaging;
- 1.42 **Runoff** shall mean that portion of precipitation or irrigation water that drains from an area as surface flow;
- 1.43 **Salvaging** shall mean the controlled removal of waste material for utilization;
- 1.44 **Sand** shall mean a course-grained soil, the greater portion of which passes through a No. 4 sieve, according to the Unified Soil Classification System;
- 1.45 **Sanitary Landfill** shall mean a site where solid waste is disposed of using sanitary landfilling techniques;
- 1.46 **Sanitary Landfilling** shall mean an engineered method of disposing of solid waste on land in a manner that protects the environment, by spreading the waste in thin layers, compacting it to the smallest practical volume, and covering it with compacted soil by the end of each working day or at more frequent intervals as may be necessary;
- 1.47 **Sanitary Landfilling Methods** shall include the following:
 - a. **Area**: A method in which the wastes are spread and compacted on the surface of the ground and cover material is spread and compacted over them.
 - b. **Trench**: A method in which the waste is spread and compacted in a trench. The excavated soil is spread and compacted over the waste to form the basic cell structure.
- 1.48 **Scavenging** shall mean the uncontrolled removal of materials at any point in the solid waste stream;
- 1.49 **Seepage** shall mean the movement of water or gas through soil without forming definite channels;
- 1.50 **Separation** shall mean the systematic division of solid waste into designated categories;
- 1.51 **Settlement** shall mean a gradual subsidence of material;
- 1.52 **Settlement Differential** shall mean the non-uniform subsidence of material from a fixed horizontal reference plane;

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- 1.53 **Slope** shall mean the deviation of a surface from the horizontal expressed as a percentage, by a ratio, or in degrees;
- 1.54 **Solid Waste** shall mean useless, unwanted, or discarded material with insufficient liquid content to be free-flowing;
- 1.55 **Solid Waste, Agricultural** shall mean the solid waste that results from the rearing and slaughtering of animals and the processing of animal products and orchard and field crops;
- 1.56 **Solid Waste, Commercial** shall mean the solid waste generated by stores, offices, and other activities that do not actually turn out a product;
- 1.57 **Solid Waste, Industrial** shall mean the solid waste that results from industrial processes and manufacturing;
- 1.58 **Solid Waste, Institutional** shall mean the solid wastes originating from educational, health care, and research facilities;
- 1.59 **Solid Waste, Municipal** shall mean residential and commercial solid waste generated within a community;
- 1.60 **Solid Waste, Pesticide** shall mean the residue resulting from the manufacturing, handling, or use of chemicals for killing plant and animal pests;
- 1.61 **Solid Waste, Residential** shall mean all solid waste that normally originates in a residential environment; sometimes called municipal solid waste;
- 1.62 **Solid Waste Management** shall mean the purposeful systematic control of the generation, storage, collection, transport, separation, processing, recycling, recovery, and disposal of solid waste;
- 1.63 **Subsoil** shall mean that part of the soil beneath the topsoil usually without an appreciable organic matter content;
- 1.64 **Toe** shall mean the bottom of the working face at a sanitary landfill;
- 1.65 **Topsoil** shall mean the topmost layer of soil; usually refers to soil that contains humus and is capable of supporting good plant growth;
- 1.66 **Topographic Map** shall mean a map indicating surface elevations and slopes;
- 1.67 **Waste, Bulky** shall mean items whose large size precludes or complicates their handling by normal collection, processing, or disposal methods;
- 1.68 **Waste, Construction and Demolition** shall mean building materials and rubble resulting from construction, remodeling, repair, and demolition operations;

- 1.69 **Waste, Hazardous** shall mean those wastes that require special handling to avoid illness or injury to persons or damage to property;
- 1.70 **Waste, Special** shall mean those wastes that require extraordinary management;
- 1.71 **Waste, Wood Pulp** shall mean wood or paper fiber residue resulting from a manufacturing process;
- 1.72 **Waste, Yard** shall mean plant clippings, pruning's, and other discarded material from yards and gardens. Also known as yard rubbish;
- 1.73 **Water Table** shall mean the upper limit of the part of the soil or underlying rock material that is wholly saturated with water;
- 1.74 **Water Table, Perched** shall mean a water table, usually of limited area, maintained above the normal free-water elevation by the presence of an intervening, relatively impervious stratum;
- 1.75 **Working Face** shall mean that portion of a sanitary landfill where waste is discharged by collection trucks and is compacted prior to placement of cover material;

2.0 Term

- 2.1 The Parties agree that the obligations of the Parties under this Agreement shall commence on the **1st day of the month the New Liskeard Landfill Site commences operation** and shall conclude on the **31st day of December 2024**.
- 2.2 It is understood by both Parties that the obligations under Schedule "C" to By-law 2019-103 – Operation and Maintenance of the Haileybury Landfill Site will continue until the New Liskeard Landfill Site commences operation.
- 2.3 It is understood by both Parties that upon commencement of operation of the New Liskeard Landfill Site, Schedule C will become null and void.
- 2.4 It is the intention of both the Corporation and the Contactor to renew the agreement for an additional ten (10) years, or for a term mutually agreed upon by the Parties. Thus, the Corporation and the Contractor shall commence negotiations for an extended agreement at least one (1) year prior to the termination of this agreement and one (1) year prior to year ten (10). In the event a new agreement is not commenced prior to termination of this agreement, this contract will continue on a monthly basis at the applicable rates until a new contract is executed. The City will not be liable for any additional costs or damages of any kind caused to the Contractor if this agreement is terminated.

3.0 Renegotiation

The parties agree that renegotiation of this Agreement will occur in the event operational changes are required during the term of this Agreement.

4.0 Right to Terminate Agreement

The Parties further agree that this Agreement may be terminated for just cause or for such reasons and in such manner as is hereinafter set forth.

5.0 Termination of this Agreement

- 5.1 The parties agree that this Agreement may be terminated upon written notice from one party to the other. The termination date shall be one (1) year subsequent to the date of written notice.
- 5.2 Notwithstanding 5.1 this Agreement may be terminated in thirty (30) days upon notice for just cause or for such reasons and in such manner as may be hereinafter set forth.

6.0 Remuneration

- 6.1 The Contractor shall accept the compensation as herein provided in full payment for furnishing all necessary materials, labour, tools, equipment, supplies and other incidentals and for performing all work under the Contract.
- 6.2 The Corporation shall pay to the Contractor a monthly amount of *forty-three thousand, four hundred and eighty-two dollars and forty-five cents (\$ 43,482.45)* plus HST for the operation and maintenance of the Landfill Site.
- 6.3 The Contractor will receive monthly payments less all stipulated forfeitures and deductions. All payments to the Contractor shall be made out of funds under the control of the Corporation, in its public capacity, and no member of City Council, or officer of the City is, or to be held personally liable to the Contractor under any circumstances whatever.
- 6.4 Before making any payments for work to be performed hereunder the Corporation may require the Contractor to satisfy the Corporation that all claims against the Contractor for labour, materials or things hired or supplied upon or for the works, have been paid or satisfied, or if any such claims are found to exist, may pay such sum and the Contractor shall repay the same within two days, or the Corporation may, at its option, withhold from the payment due sufficient amounts to satisfy the same.
- 6.5 For each subsequent year of this Agreement, effective January 1st, the Corporation shall be billed to account for increases in the Cost of Living for all items outlined in

Section 6.0 of this agreement, as described herein. The increase will be equal to the percentage increase for the CPI (Consumer Price Index) for Ontario (all items), as published for the previous 12 calendar months in September of each year.

7.0 General Duties and Intent

The Contractor agrees to operate the Landfill Site in accordance with **Appendix 02 – Environmental Compliance Approval (ECA) No. A-500-1115044194**, attached to and forming part of this agreement. Particular attention is drawn to the following sections of the ECA:

Section(s)	Title
B	Site Operations
C	Employee Training
D	Complaints Response Procedure
E	Emergency Response
F	Record Keeping and Reporting
G	Landfill Design and Development

In addition, other general duties to be completed by the Contractor under this agreement are as follows:

1. General maintenance/cleanliness.
2. Delivery of waste bins to appropriate storage areas and working face.
3. Snow removal on roadways, off-load area, around scale and scale house. Note: assistance may be requested by the contractor during extreme weather events.
4. supply of all and every kind of labour, vehicles, tools, equipment, articles and things necessary for the due execution of the work set out or referred to herein.

It is the intent of the Parties that during the currency of this Contract, the Contractor shall furnish all labour, material, equipment, articles and things necessary for proper and satisfactory disposal of all solid wastes "garbage" including municipal, commercial and industrial waste. It is understood and acknowledged by the Contractor that the City prohibits the disposal, or co-disposal of solid wastes, of hazardous waste materials, or recyclable materials at the Landfill Site.

It is agreed by both parties that the following is considered outside the general duties of the Contractor:

1. Placement of cover material (daily, intermediate, and final)

2. Additional construction of berms and ditches
3. Additional construction of access roads, storage yards and turnarounds
4. Restroom servicing
5. Handling of large deposits of Construction/Demolition and Contaminated waste.

It is the intent of both Parties that should any of the above be required, the additional cost associated will be negotiated by the Contractor and the Corporation.

8.0 Change of Law Provisions

- 8.1 *The Contractor acknowledges and agrees that at all times its obligations and duties under this Contract shall be performed in accordance with all Applicable Laws.*
- 8.2 *For the purposes of clarity, the Contractor shall be solely responsible for complying with all federal and provincial laws, regulations, policies and procedures governing the performance of the work ("Applicable Laws") as may be amended and replaced from time to time.*
- 8.3 *In addition to acting in compliance with all Applicable Laws, the Contractor shall behave in an ethical manner having regard for the condition, well-being, and fair treatment of all persons, places and things.*
- 8.4 *A "Change of Law" includes but is not limited to any legal change, amendment, alteration to Applicable Law including a policy, plan, directive, statute, statutory instrument, regulation or by-law through:*
 - (i) *A draft bill as part of any government departmental consultation paper;*
 - (ii) *A government bill or white paper;*
 - (iii) *A draft statutory instrument;*
 - (iv) *Any applicable judgment of a relevant court of law or administrative body that may affect the Work; or*
 - (v) *Any guidance, recommendations or directions provided from any ministerial authority applicable to the duties contained in the Contract.*
- 8.5 *If a Change of Law occurs or is about to occur, that results in a significant effect on the ability of the Contractor to perform the work as determined by the **Corporation** acting reasonably and/or the ability of the **Corporation** to authorize the performance of the work, and/or significantly alters the scope of work to be performed, then the **Corporation**, in its sole discretion may notify the Contractor in writing of the Change of Law and either party may notify the other to express an opinion on its likely effects, providing details of their opinion regarding:*
 - (i) *Any necessary change in the Work;*

- (ii) *Whether any changes or amendments are required to the Contract to deal with the Change of Law;*
- (iii) *Whether any relief is required from the terms, conditions and obligations set out under the Contract is required prior to or after implementation of any relevant Change of Law;*
- (iv) *Any loss of income that may result from the Change of Law;*
- (v) *Any estimated change in the costs of performing the work as a direct result of the Change of Law and any costs and/or expenses required or may no longer be required as a result of the Change of Law.*

8.6 *In each case, full details of any proposed procedure and/or cost for implementing the resulting change in the Work shall be provided by the **Corporation** to the Contractor in writing in its sole discretion confirming any changes to the Contractor's responsibilities as a result of the Change in Law. Any resulting variation to the Contract Price shall be dealt with in accordance with the Change Management Section herein.*

9.0 Regulations

The Contractor shall make known to himself, its agents and employees, and shall abide by all federal, provincial and municipal laws and regulations now or hereafter enacted in the performance of all portions of the work set out in this agreement; including, but not limited to the Environmental Compliance Approval (ECA) No. A-500-1115044194, the Environmental Protection Act (EPA), Ontario Regulation 347/90 "General - Waste Management" under the EPA, Ontario Regulation 232/98 "Landfilling Sites" under the EPA.

10.0 Groundwater Monitoring

The Landfill Operator is not responsible for any aspect of any groundwater-monitoring program with the exception of ensuring that all monitoring apparatus (i.e. wells, staff gauges, etc.) are protected and not damaged from the daily operations of the site.

11.0 Equipment / Staffing

11.1 The Contractor undertakes and agrees to maintain and utilize adequate equipment for the execution of the obligations hereunder. For the purpose of this agreement, "adequate equipment" shall include at a minimum, without limiting the generality of the foregoing, one 22 ton loader, one 17 ton excavator and appropriate snow removal/sanding equipment.

Require the utilization of a 28 ton steel-wheeled compactor, or equivalent.

The Contractor undertakes to keep such equipment in a good state of repair. The adequacy of the equipment hereunder shall be subject to the approval of the Corporation or its Appointee.

11.2 The Contractor shall be responsible for the hiring, and the compensation / benefits paid to all employees with the appropriate qualifications, and supply training as mandated or required.

11.3 The Contractor shall be responsible to ensure that a minimum of 2 staff; one scale house attendant and one landfill attendant are present or available at all times during normal operating hours.

12.0 Health and Safety

12.1 The Contractor shall provide all employees with neat and distinctive work coveralls and applicable safety equipment when at the Landfill Site and when carrying out contract activities. The Contractor shall ensure that all employees maintain such apparel in a state of good repair.

12.2 The Contractor shall supply and maintain first aid items and equipment as called for under the First Aid regulations of the Workplace Safety and Insurance Act (WSIB) as may be amended.

12.3 The Occupational Health and Safety Act and/or other legislation pertaining to safety shall govern the Contractor and his employees.

13.0 Standard of Performance

All work to be performed under this Contract will be supervised by and must be to the satisfaction of the Corporation or its Appointee and be carried out in accordance with the Acts and Regulations of the Province of Ontario, and or written instructions from the Corporation.

14.0 Acceptance and Disposal of Waste

The acceptance and disposal of waste shall be done in accordance with the ministry approved Design and Operations Plan and Closure Plan as outline in Schedule 1 of Environmental Compliance Approval (ECA) No. A-500-1115044194.

In general terms, the construction of 4 waste disposal cells shall be sequenced over the lifespan of the landfill.

15.0 Pathological Waste and Dead Animals

The Contractor shall not permit the disposal of pathological waste or dead animals.

16.0 Unacceptable Waste

The Contractor shall not accept recyclable materials, chemical wastes, any liquid waste, car bodies, recreational hulks such as ATV's, snowmobiles, motorcycles, and garden tractors or farm machinery.

17.0 Open Burning Procedures

Open burning is not permitted at the Landfill Site.

18.0 Tipping Fees

18.1 The Contractor's scale house attendant at the site(s) shall prepare and maintain, in safe keeping, all records the City of Temiskaming Shores requires for invoicing or general statistics and shall be provided to the Corporation through the established scale software or by paper copy on a monthly basis.

18.2 The Contractor's scale house attendant shall validate volumes by means of the scale and software and identify the type of waste being disposed of at the site(s) and impose the applicable tipping fee. Applicable tipping fees are adopted through either a By-law or Resolution of Council. The Corporation shall provide the Contractor with the most current tipping fee schedules. The Contractor shall provide the Corporation with 100 percent of the tipping fees collected at the Landfill Site, as well as the supporting documentation.

18.3 Individuals shall have the ability to make cash/debit/credit payments to the Contractor's scale house attendant. The Contractor shall utilize the supplied software to complete a tipping fee ticket for all Refuse to which a fee is applicable. The Contractor shall also maintain accurate records of all refuse delivered whether a fee is applicable or not.

18.4 The Contractor shall be entitled to a portion of Tipping Fees for large deposits of Construction/Demolition waste to compensate for the additional handling of such waste. This compensation will be determined on a case-by-case basis mutually agreed by the Contractor and the Corporation.

19.0 Tipping Fee Audit

The City at its sole discretion may have an independent audit conducting with respect to tipping fees collected through the municipality's auditor.

20.0 Salvage Materials

20.1 Salvageable metal waste includes steel, tin, white metals (appliances), hot water tanks, propane tanks, and all other such metals that can be reused or recycled. The Contractor shall ensure that metals delivered are segregated by the persons delivering the metals into the appropriate waste disposal bins or storage area.

20.2 The City shall have all rights to salvageable materials.

20.3 The City shall endeavor to dispose of all salvageable metal waste by October 31st of each year during the term of this contract.

21.0 Inspection of the Landfill Site

The Medical Officer of Health and the Ministry of Environment, Conservation and Parks and authorized representatives of these agencies may enter the Landfill Site at any time and from time-to-time to perform whatever duties or inspections they deem necessary. The Contractor shall provide access for such entry whenever requested to do so. The Contractor shall notify the Manager of Environmental Services upon arrival of any official of the Medical Officer of Health or the Ministry of Environment, Conservation and Parks.

22.0 Environmental Protection Act

Throughout the duration of this Agreement, the Contractor will be required to comply with the requirements of regulations made under the *Environmental Protection Act*, and in the event that any amendments thereto shall result in substantial changes in the terms of this Agreement, the said Agreement shall be subject to re-negotiation between the parties.

23.0 Landfill Site and Hours of Operation

During the currency of this agreement, the Contractor shall:

- 23.1 keep access gates locked at all times outside of normal hours of operation;
- 23.2 maintain signs and buildings on the Landfill Site to the satisfaction of the Manager of Environmental Services and/or the Ministry of Environment, Conservation and Parks;

The normal operating hours shall be as follows:

DAYS	HOURS
Sunday and Monday	CLOSED
Tuesday to Saturday	8:30 a.m. – 4:30 p.m.

**Open for a total of 8 hours per day.

24.0 Holidays

The Landfill Site shall be closed on Statutory Holidays. In the event a Statutory Holiday falls on a Monday, the next day (Tuesday) shall be in lieu of the Statutory Holiday and the site shall be closed. The Contractor shall provide advance notice of closures in a manner acceptable to the Manager of Environmental Services, which may include advertisement in a local newspaper and/or radio announcements.

25.0 Access Roads and Traffic Control

- 25.1 The main access roads and on-site roads shall be maintained so that vehicles hauling waste to and on the site may travel readily on any day under all normal weather conditions.

25.2 Access to the site shall be limited to such times as an attendant is on duty and the site shall be restricted to use by persons authorized to deposit waste in the fill area.

25.3 The Contractor shall at all times carry on the work in a manner that will create the least possible interference with traffic entering or leaving the work site and shall at his own expense, control and direct traffic within the site by the erection of appropriate signage and safeguards for the prevention of accidents at the site.

26.0 Records

26.1 The Contractor shall maintain all established records in regards to the operation of the Landfill Site.

26.2 The Contractor shall submit all records on a monthly basis, or upon request by the Corporation for the purpose of issuing notices or invoices.

26.3 The Corporation reserves the right to modify records from time-to-time as it sees fit.

27.0 Operating Procedures

27.1 It is understood and acknowledged by the Contractor that the City may develop from time-to-time operating procedures for the safe operation and maintenance of the Landfill Site. The Contractor shall ensure that operating procedures are followed.

27.2 The Contractor shall maintain a record of operating procedures at the Landfill Site.

28.0 Lines and Grades

The Manager of Environmental Services shall set such stakes as he/she may deem necessary to properly define the general location, alignment, elevation and grade of the work. The Contractor shall be responsible for detail, dimensions and elevations measured from the lines, grades and elevations so established.

29.0 Consultation Meetings – Performance Measures

The Contractor and Corporation agree that the orderly maintenance and operation of the Landfill Site is a priority with both parties. Therefore, it is agreed that both parties are to meet on a regular basis, at a minimum of every three (3) months, to review operational issues as well as to review agreed upon performance measures:

30.0 Supplementary Service

Any supplementary or additional service provided by the Contractor outside of the scope of this Agreement shall be the responsibility of the Contractor and the individual customer and the Corporation in no way guarantees the payment of any accounts for supplementary service; provided that the Contractor shall not undertake any supplementary service hereunder which may, in the discretion of the Corporation, interfere with the Contractor's duties in this Agreement.

31.0 Contractor's Liability

The Contractor shall assume the defense of and indemnify and save harmless the Corporation and its officers and agents from all claims relating to labour, materials and equipment furnished for the work, and to inventions, patents or patent rights used in doing the work. The Contractor shall be responsible for any and all damages or claims for damages or injuries or accidents done to or caused by him or his employees or relating from the prosecution of the works, or any of his operations or caused by reason of the existence or location or condition of any materials, plant or machinery used thereon or therein or which may happen by reason thereof, or arising from any failure, neglect or omission on his part, or on the part of any of his employees, to do or perform any or all of the several acts or things required to be done by him or them under and by these conditions and covenants and agrees to hold the Corporation harmless and indemnified for all such damages and claims for damages.

32.0 Insurance

Prior to the commencement of operations, the Contractor shall produce evidence satisfactory to the Corporation that the Contractor has obtained insurance in the amount of **Two Million Dollars (\$2,000,000.00)** from an insurance company authorized to carry on business in Canada, to cover any liability or property damage arising out of this contract. This coverage shall be maintained in force throughout the term of this Agreement. The Contractor shall deposit with the Corporation, before commencing any work under this contract, **a certified copy of the insurance policy** together with **Certificate of Insurance** detailing the coverage and expiry date for the policy, duly executed by the insuring agent.

The Certificate of insurance shall name the City of Temiskaming Shores as an additional insured with respect to its interest in the operations of the Contractor with the following language:

The City of Temiskaming Shores and its affiliated entities, officers, partners, directors, employees, representatives and agents are included as Additional Insured's for Comprehensive General Liability. Such coverage is primary and non-contributing.

33.0 Indemnification of Corporation

The Contractor shall exonerate, indemnify and hold harmless the Corporation, its directors, officers, employees and agents from and against any and all Claims which may be suffered or incurred by, accrue against or be charged to or recoverable from the Corporation to the extent that such Claim is caused by Contractor's negligence or wilful misconduct when performing the Services.

The Contractor shall be responsible for any and all damages or claims for damages or injuries or accidents done to or caused by reason of the existence or location or condition of any materials, plant or chicanery used thereon or therein or which may happen by

reason thereof, or arising from any failure, neglect or omission on his part, or on the part of any of his employees, to do or perform any or all of the several acts or things required to be done by him or them under and by these conditions and covenants and agrees to hold the Corporation harmless and indemnified for all such damages and claims for damages.

34.0 Compliance with the Accessibility for Ontarians with Disabilities Act, 2005

The Contractor shall ensure that all its employees, agents, volunteers, or others who provide municipal services to the public and for whom the Contractor is legally responsible receive training regarding the provision of the goods and services contemplated herein to persons with disabilities in accordance with Section 6 of Ontario Regulation 429/07 (the "Regulation") made under the Accessibility for Ontarians with Disabilities Act, 2005, as amended the "Act"). To complete the Accessible Customer Service Training – SERVE-ABILITY: Transforming Ontario's Customer Service course, refer to the following: <http://www.mcass.gov.on.ca/en/serve-ability/index.aspx>.

The Contractor in consultation with the Site Authority shall submit to the City, as required from time to time, documentation with a record of the dates on which training was completed.

The Corporation reserves the right to require the Contractor to demonstrate that its training policies meet the requirements of the Act and the Regulation.

35.0 Workplace Safety and Insurance Act

The Contractor shall at all times pay, or cause to be paid, any assessment or compensation required to be paid pursuant to the *Workplace Safety and Insurance Act*, and upon failure to do so, the Corporation may pay such assessment or compensation to the *Workplace Safety and Insurance Board* and shall deduct or collect such expenses under the provisions of Section 6.0 Remuneration of this agreement. The Contractor shall, at the time of entering into any contract with the Corporation, **make a Statutory Declaration** that all assessment or compensation Board have been paid, and the Corporation may, at any time during the performance or upon completion of such contract, require a further Declaration that such assessment or compensations have been paid.

36.0 Assignment and Sub-contracting

The Contractor **shall not assign or sub-let the contract** or any part thereof or any benefit or interest therein, or there under, without the written consent of the Corporation. The Contractor shall be held as fully responsible to the Corporation for the acts and omissions of its sub-contractors and of persons directly or indirectly employed by it as for the acts and omissions of persons directly employed by it.

All payments to the Contractor shall be made out of funds under the control of the Corporation, in its public capacity, and no member of Council, or officer of the Corporation is, or to be held, personally liable to the Contractor under any circumstances whatsoever.

37.0 Monies due the Corporation

All monies payable to the Corporation by the Contractor under any stipulation herein, or to the Workplace Safety and Insurance Board, as provided hereunder, may be retained out of any monies then due or which may become due from the said Corporation to the said Contractor under this or any other contract with the Corporation, or otherwise howsoever, or may be recovered from the Contractor or his surety, in any Court of competent jurisdiction, as a debt due to the Corporation, and the Corporation shall have full power to withhold any payment if circumstances arise which may indicate to it the advisability of so doing.

38.0 Liens

The parties hereto and their surety or themselves, their executors, administrators, successors and assigns and any and all other parties in any way concerned, shall fully indemnify the Corporation and all its officers, servants and employees from any all liability or expenses by way of legal costs or otherwise in respect of any claim which may be made for a lien or charge at law or in equity or to any claim or liability under the Construction Lien Act or to any attachment or debt, garnishee process or otherwise. The Corporation shall not in any case be liable to any greater extent than the amount owing by it to the Contractor, his executors, administrators, successors and assigns.

39.0 Forfeiture of Contract

If the Contractor commits any act of insolvency, or shall transfer, assign or sublet, or attempt to transfer, assign or sub-let this contract, or any part thereof without the consent of the Corporation, or if at any time the work or any part thereof is, in the judgment of the Corporation, not executed or not being executed in a sound or workmanlike manner to its satisfaction and in all respects in strict conformity with the contract, or is such work or any part thereof is not progressing continuously, and in such a manner as to ensure entire satisfaction, in the judgment of the Corporation or to comply with any reasonable order he may receive from the Corporation, or if the Contractor shall persist in any course in violation of any of the provisions of this contract, then in each and every such case, after twenty- four (24) hours' written notice from the Corporation to the Contractor, the Corporation shall have the full right and power, at its discretion, without process or action at law, to take over the whole operation, or any part or parts thereof specified in the said notice, and out of the hands of the Contractor and the Contractor upon receiving notice to that effect shall vacate the possession and give up said operations or the part or parts thereof specified in the said notice, peaceably to the said Corporation, which may either re-let the same to any other person or persons, with or without its previously being advertised or may employ workmen and provide the necessary equipment at the expense of the Contractor, or may take such other steps as it may consider necessary or advisable in order to secure the completion of the said contract to its satisfaction; and the Contractor and his surety in every case shall be liable for all damages, expenditures extra expenditure, and for all additional cost of the work which may be incurred by reason thereof. All the powers of the said Corporation with respect to the determination of the

sum or sums, or balance of money to be paid to or received from the said contractor, and otherwise in respect of the contract, shall nevertheless continue in force.

40.0 Other Rights

The Contractor, agents and all workers and persons employed by or under his control shall use due care to ensure:

40.1 that no person is injured, and

40.2 that no property is damaged in the prosecution of work;

The Contractor shall be solely responsible for claims of damage alleged to be attributed to the Contractor, his agents and all workmen and persons employed or under his direct control.

41.0 Bribery or Corrupt Practice

Should the Contractor or any of his agents give, or offer any gratuity to, or attempt to bribe any member of the Corporation, Council, officer or servant of the Corporation, the Corporation shall be at liberty to cancel the contract forthwith.

42.0 Notice to Contractor

Any notice or communication to the Contractor shall be deemed to be well and sufficiently given and served if handed to the Contractor or any of his clerks or agents or if posted or sent by ordinary mail to his usual place of business, or to the place where the work is to be or is carried on, or if posted to or left at his last known address; any papers so left, sent, or addressed shall be considered to be, and to have been, legally served upon the Contractor. In any written or printed notice to the Contractor in respect of general, special, or other repairs, or of any work of any nature required to be done under any of the provisions of the contract, or of any other matter, it shall not be obligatory upon the Corporation to specify minutely or in detail everything required nor to specify by measurement the exact extent thereof, of the precise spot or spots where the works or material may be defective or faulty, or where any of the requirements of the specifications have not been observed; but a reference in such notice to the clause or clauses bearing upon the matter, and a description of the locality in general terms, and sufficiently clear, in the opinion of the Corporation, to indicate where the defect or trouble exists, shall be deemed to be, and shall be, ample notice.

43.0 Force Majeure

The City shall not be liable for any failure to perform its obligations hereunder if the non-performance is due to lightning, tempest, explosion, earthquake, acts of God, mob violence, acts of the Queen's enemies, strike, lockout, or other labour disruption, or any catastrophic cause beyond its control.

In witness whereof the Parties hereto have hereunto set their hands and Seals.

Signed and Sealed in)
the presence of)

Contractor's Seal)

Phippen Waste Management Limited

Signing Authority

Name: _____

Title: _____

Witness

Name: _____

Title: _____

**Corporation of the City of
Temiskaming Shores**

Municipal Seal)

Mayor – Jeff Laferriere

Clerk – Kelly Conlin

The Corporation of the City of Temiskaming Shores

By-law No. 2023-037

**Being a by-law to enter into an agreement with Grass King Inc. for
Asphalt Markings and Symbol Painting Services**

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

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

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

Whereas Council considered Administrative Report No. PW-004-2023 at the April 4, 2023 Committee of the Whole meeting, and directed staff to prepare the necessary by-law to enter into an agreement with Grass King Limited for Asphalt Marking and Symbol Painting for consideration at the April 18, 2023 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 Grass King Inc. for Asphalt Marking and Symbol Painting at the unit cost of \$41,182.00 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 18th day of April, 2023.

Mayor

Clerk



Schedule “A” to

By-law 2023-037

Agreement between

The Corporation of the City of Temiskaming Shores

and

Grass King Limited

for the Asphalt Markings and Symbol Painting Services

This agreement made this 15th day of March, 2022.

Between:

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

And:

Grass King Inc.
(hereinafter called "the Contractor")

Witnesseth:

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

Article I:

The Contractor will:

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

**The Corporation of City of Temiskaming Shores
Asphalt Markings/Symbol Painting Services
Tender No. PWO-RFT-001-2023**

- 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 all the work within 90 calendar days from receiving a signed order; but no later than July 1st, 2023, weather permitting.
- 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 at a unit rate of **\$41,182.00** plus applicable taxes for all areas described in the Form of Tender, 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:

Grass King Inc.
1478 Lakeshore Road South
Haileybury, ON
P0J 1K0

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

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

Signed and Sealed in
the presence of

Grass King Inc.

Nick Caldwell, Owner/Operator

Municipal Seal

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

Mayor – Jeff Laferriere

Clerk – Kelly Conlin



Appendix 01 to
Schedule “A” to

By-law No. 2023-037

Form of Agreement

**City of Temiskaming Shores
PWO-RFT-001-2023
Asphalt Markings / Symbols Painting**

Form of Tender

Addendum #1

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

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

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

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

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

Section 1 - New Liskeard working area

QUANTITY	UOM	DESCRIPTION	UNIT RATE	QUOTED BID PRICE
30	Ea.	Accessible Parking Spots	\$ 200	\$ 6,000
2	Ea.	School Crossings <i>Dymond Street</i> <i>Hessle Street</i>	\$ 650	\$ 1,300
5	Ea.	Intersections includes Crosswalks and Stop Blocks	\$ 850	\$ 4,250

20	Ea.	Directional/ multi -directional Arrows	\$ 80	\$ 1,600
8	Ea.	Transit Bus Stop Curbs	\$ 170	\$ 1,360
2	Ea.	Railway Crossing	\$ 400	\$ 800
1	Ea.	Ladder Style Pedestrian Crosswalk w/ Stop Triangles (Whitewood)	\$ 910	\$ 910
1	LS	Parking Indicator Lines (Parking Stalls) <i>May Street South. (Riverside Dr. to Riverside)</i> <i>New Liskeard Library</i>	\$ 800	\$ 800
8	Ea.	Bike Sharrows – Wabi Bridge	\$ 260	\$ 2,080
New Liskeard SUB TOTAL				\$ 19,100

Section 2 - Haileybury working area

QUANTITY	UOM	DESCRIPTION	UNIT RATE	QUOTED BID PRICE
17	Ea.	Accessible Parking Spots	\$ 200	\$ 3,400
2	Ea.	Intersections includes Crosswalks and Stop Blocks	\$ 500	\$ 1,000
8	Ea.	Stop Blocks	\$ 150	\$ 1,200
2	Ea.	Crosswalks	\$ 150	\$ 300
11	Ea.	Directional/Multi-directional Arrows	\$ 80	\$ 880
1	LS	Parking Indicator Lines (Parking Stalls) <i>Sutherland Way. (Blackwell to Cecil)</i> <i>Broadway St. (Ferguson Ave to Farr)</i> <i>Farr Dr. (Broadway to Main)</i> <i>Lakeview Ave, North Cobalt (Queen St. to Post office)</i>	\$ 800	\$ 800
1	Ea.	Ladder Style Pedestrian Crosswalk w/ Stop Triangles (Rorke) and crosswalk	\$ 910	\$ 910
3	Ea.	Transit Bus Stop Curb	\$ 170	\$ 510
Haileybury SUB TOTAL				\$ 9,000

Section 3 – Parking Lots

QUANTITY	UOM	DESCRIPTION	UNIT RATE	QUOTED BID PRICE
1	LS	Haileybury City Hall – North and South Lots including Boat Parking (no map but can be viewed online)	\$ 1,400	\$ 1,400
1	LS	New Liskeard Pool and Fitness	\$ 1,700	\$ 1,700
1	LS	New Liskeard Arena	\$ 300	\$ 300
1	LS	New Liskeard Tennis Court Lot	\$ 400	\$ 400
1	LS	Spur Line Mini Putt Lot	\$ 400	\$ 400
Parking Lots SUB TOTAL				\$ 4,200

Section 4 – STATO Path Symbols

QUANTITY	UOM	DESCRIPTION	UNIT RATE	QUOTED BID PRICE
100	Ea.	Bike Symbol	\$ 55	\$ 5,500
24	Ea.	Bike Stop Blocks	45	1,080
2302	m	Line Painting <i>Laurette from Ball Diamond to Drive in Theatre and portion of Drive in Theatre</i> <i>May Street from Hesse Ave to Murray St. and Murray to the Bridge</i> <i>In front of old Uniboard</i> <i>Browning from Lakeshore to Beach</i> <i>Farr from City Hall to Albert St.</i>	\$ 1/metre	\$ 2,302

SUB TOTAL 8,882

TOTALS

Combined Subtotal Excluding HST	41,182
H.S.T (13%)	5,353.66
TOTAL	46,535.66

Acknowledgement of Addenda

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

Bidder's Authorized Official:

NICK CALDWELL

Title:

OWNER

Authorizing Signature:



Date:

MARCH 17, 2023

Form 1 to be submitted.

**City of Temiskaming Shores
PWO-RFT-001-2023
Asphalt Markings / Symbols Painting**

Non-Collusion Affidavit

I/ We NECK CALDWELL / GRASS KING the undersigned am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such bid.

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

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

The price or prices 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 Tender 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: GRASS KING this 17 day of MARCH, 2023.

Signed:



Title:

OWNER

Company Name:

GRASS KING

Form 2 to be submitted.

**City of Temiskaming Shores
PWO-RFT-001-2023
Asphalt Markings / Symbols Painting**

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 Tender 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 Tender submission or the contractual obligations under the Agreement.

List Situations:

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

Dated at: GRASS KING this 17 day of MARCH, 2023.

Signature:



Bidder's Authorized Official:

NICK CALOWELL

Title:

OWNER

Company Name:

GRASS KING

Form 3 to be submitted.

The Corporation of the City of Temiskaming Shores

By-law No. 2023-038

Being a by-law to amend By-law No. 2013-054, as amended being a by-law to enter into an Agreement with WSP (formerly Wood, AMEC Environmental and Infrastructure) for the Groundwater Monitoring at the Haileybury and New Liskeard Landfill Sites – One (1) Year Extension

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

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

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

Whereas the Council of The Corporation of the City of Temiskaming Shores adopted By-law No. 2013-054 on April 16th, 2013 being a by-law to enter into an agreement with AMEC Environmental and Infrastructure for Groundwater Monitoring at the Haileybury and New Liskeard Landfill Sites; and

Whereas Council considered Administrative Report No. PW-023-2021 at the November 2, 2021 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2013-054 to extend the contract for an additional one (1) year for consideration at the November 2, 2021 Regular Council meeting; and

Whereas Council considered Administrative Report No. PW-005-2023 at the April 4, 2023 Committee of the Whole meeting and directed staff to prepare the necessary by-law to amend By-law No. 2013-054 to extend the contract for an additional one (1) year for consideration at the April 18, 2023 Regular Council meeting.

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

1. That Schedule "A" to By-law No. 2013-054, as amended be further amended by deleting Article 2.0 Contract Period and replacing it with the following:

2.0 Contract Period

The Parties agree that the obligations of the Parties under this Agreement shall begin on the **1st day of May, 2023** and shall extend through to the **30th day of April, 2024**.

2. That Schedule “A” to By-law No. 2013-054, as amended be further amended by deleting paragraph two and the associated table and replacing it with the following:

The City shall pay to the Consultant on a monthly basis based on invoices submitted by the Consultant plus HST for services rendered to annual upset limit set out in the following table:

Landfill Report	Hlby Landfill	NL Landfill	Upset Limit
2023 Monitoring Report	\$ 24,121.00	\$ 51,223.00	\$ 75,344.00

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 18th day of April, 2023.

Mayor

Clerk

The Corporation of the City of Temiskaming Shores

By-law No. 2023-039

**Being a by-law to enter into an agreement with
Toromont/CIMCO for the replacement of the Don Shepherdson
Memorial Arena Condenser**

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. RS-009-2023 at the April 4, 2023 Committee of the Whole meeting and directed staff to prepare the necessary by-law to enter into an agreement with Toromont/CIMCO for the replacement of the Don Shepherdson Memorial Arena Condenser, for consideration at the April 18, 2023 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 Toromont/CIMCO for the replacement of the Don Shepherdson Memorial Arena Condenser, in the amount of \$120,000, plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 18th day of April, 2023.

Mayor

Clerk



Schedule “A” to

By-law 2023-039

Agreement between

The Corporation of the City of Temiskaming Shores

and

Toromont/CIMCO

for the replacement of the Don Shepherdson Memorial Arena Condenser

This agreement made in duplicate this 18th day of April 2023

Between:

The Corporation of the City of Temiskaming Shores

(hereinafter called "the Owner")

and

Toromont/CIMCO

(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 Proposal Documents entitled:

**Proposal for the City of Temiskaming Shores
New Liskeard Arena Condenser Replacement
Quote No. PMC230030 (Canoe Procurement)**

- b) Do and fulfill everything indicated by this Agreement and in the Proposal attached hereto as Appendix 01 and forming part of this agreement.
- c) Complete, as certified by the Director of Recreation, all the work by **August 31, 2023**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid, in the upset amount of One Hundred and Twenty Thousand (\$120,000), plus applicable taxes.
- 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 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:

Toromont/CIMCO
2939 Belisle Drive
Sudbury, ON P3N 1B3

Patrick McCarron, Account Manager

The Owner:

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

Director of Recreation

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

Remainder of Page left blank intentionally

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

Signed and Sealed in
the presence of

Toromont/CIMCO

Patrick McCarron, Account Manager

Municipal Seal

**Corporation of the City of
Temiskaming Shores**

Mayor – Jeff Laferriere

Clerk – Kelly Conlin



Appendix 01 to
Schedule “A” to

By-law No. 2023-039

Proposal Document

TOROMONT



Proposal for the City of Temiskaming Shores- New Liskeard Arena

Condenser Replacement

Prepared By:

Patrick McCarron
pmccarron@toromont.com

Prepared For:

Paul Allair,
75 Wellington Street South
New Liskeard, ON P0J 1P0
pallair@temiskamingshores.ca

March 28th, 2023

CIMCO is pleased to provide proposals for Life Cycle and energy efficient upgrades at Don Shepherdson Memorial Arena utilizing LAS/Canoe Co-operative buying Group.

1. Condenser Replacement

Pricing is provided per CIMCO LAS/Canoe Contract Agreement

CIMCO Contract Number: 120320-CIM

City of Temiskaming Shores Membership Number: LAS1112

The City of Temiskaming Shores intends to use an LAS co-operative group buying for the engineered services listed below. CIMCO will be providing the town with and engineered design build solution and pricing as per our successful contract.

LAS Engineering Service:

One piece of equipment design replacement

List Price: \$6440.00

Discount - 78%

Discount Price = \$1416.80



Evapco LSC-150E

Scope of Work

- Pump Ammonia into existing chiller
- Disconnect NH3, glycol and Water piping from existing chiller
- Remove Existing Condenser from stand and dispose of
- Install new Evapco LSC-150E Condenser onto existing stand
- Make any necessary piping modifications to fit new unit
- Re-Connect NH3 Piping and water piping to Condenser once in place
- Pressure Test new condenser
- Paint all new connections and piping to meet code
- Evacuate system
- Re-introduce ammonia back into condenser
- Complete OEM start up and commissioning and fill out documentation as required
- Provide TSSA Inspection of Installation
- Train Staff on operation of new unit
- Provide digital and paper copies of specifications
- Service Mechanics will follow all appropriate site specific safety requirements



***Specifications for Evapco LSC-150E below**

Pricing

CIMCO Price: \$120,000.00 CAD (All Taxes Extra)

Prices are valid for 30 days from the date of quotation.

Taxes not included.

Standard Terms & Conditions apply.

***Current Lead Time- 16 weeks**

Passivation Explained- The passivation process prevents the formation of white rust inside the condenser, which will greatly reduce the life expectancy. Manufacturers require proof of passivation when submitting any warranty claims.

Many Municipalities have their own preferred water treatment specialists that perform this service utilizing existing equipment already in the plant. It is typical for passivation to be excluded for that reason.

Exclusions

- Any Stand Modifications have not been included in this quote
- Passivation not included in quote
- Customer is responsible for removing compound to around existing condenser
- Customer is responsible for hydro disconnect beside compound to allow access
- Seismic and Structural Engineering
- All work required outside of CIMCO regular working hours requested or required by owner.
- Cutting/patching/sealing within building to allow for the passage of piping and conduit.
- Modification or installation of any required bases, pads, stands, seismic or other required supports for equipment
- All costs associated with opening, modifying, and repairing the building to allow for the placement and final operation of the CIMCO supplied equipment or piping.
- Additional refrigerant charge, top up of oil, inhibitors or other fluids.
- All costs associated with faulty isolation valves during pump out.
- Any programming or integration with new or existing control system unless otherwise stated.
- It is understood that CIMCO will use professional care in performing the above services and shall not be liable for failure to other components associated with this work.
- Disposal or abatement of existing refrigerant, water, asbestos, equipment, material, or any other substance not mentioned including any environmental testing or verification that may be required to complete scope of work.
- Any material or work not clearly stated within the scope of work will be the responsibility of the owner.

Condenser Technical Data Sheet



Andrew Kollasch
Evapco Inc.
5151 Allendale Ln
Taneytown, Maryland 21787
✉ andrew.kollasch@evapco.com

(1) LSC-150E

Project Details

Project Name : CR-PM-032423
Location: TBD UNK

Date: 3/24/2023
Customer:
Contact:
Contact Email:

Product Description

Forced draft centrifugal fan condensers are very quiet and ideal for applications where noise is a concern.

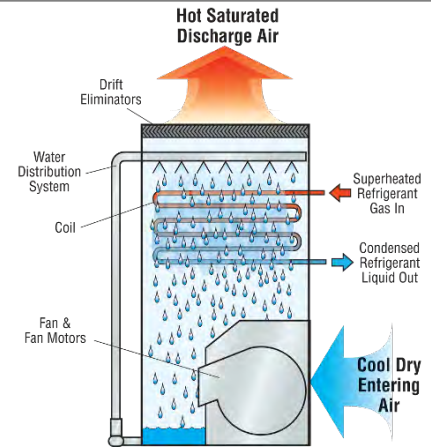
Selection Criteria

Refrigerant: NH3
Condensing Temp: 96.3 F
Condensing Pressure: 185.3 psi
Suction Temp: 20.0 F
Entering Wet Bulb: 78.0 F

Required Capacity

106.00 Tons NH3

Entering Dry Bulb Switchover: -47.3 F



Unit Selected

One(1) EVAPCO LSC-150E at 100.4% capacity (106.38 Tons)

Physical Data Per Unit

Overall Dimensions (WxLxH): 4'-5/8" x 11'-11 3/4" x 7'-11 1/2"
Operating Weight: 6,690 lbs
Shipping Weight: 5,800 lbs
Heaviest Section: 3,990 lbs
*weights and dimensions could vary depending on options selected

IBC Design Capability

IBC Standard Structural Design
1.0 Importance Factor Specified
Seismic(SDs): up to 0.67 g, z/h = 0
Wind Load(P): up to 288 psf

Fan Motor Data Per Unit

Number of Fans: 4
of Fan Motors: 1
Nameplate Power (575/3/60): 20.00 HP Per Motor
Typical Nameplate FLA: 19.3 Amps Per Motor
*Nameplate FLA could vary

Additional Details Per Unit

Air Flow: 28,000 CFM
Coil Volume: 15.6 cu ft per unit
Est. Refrigerant Charge: 114.7 lbs per unit
Coil Design Pressure: 300 psi

Hydraulic Data

Spray Water Flow: 245 GPM
Evaporated Water Rate: 2.54 GPM

Layout Criteria

Air Inlet To Wall: 5.00 ft
Opposite Air Inlet To Wall: 2.00 ft
Ends To Wall: 3.00 ft
Air Inlet Facing Each Other: 10.00 ft

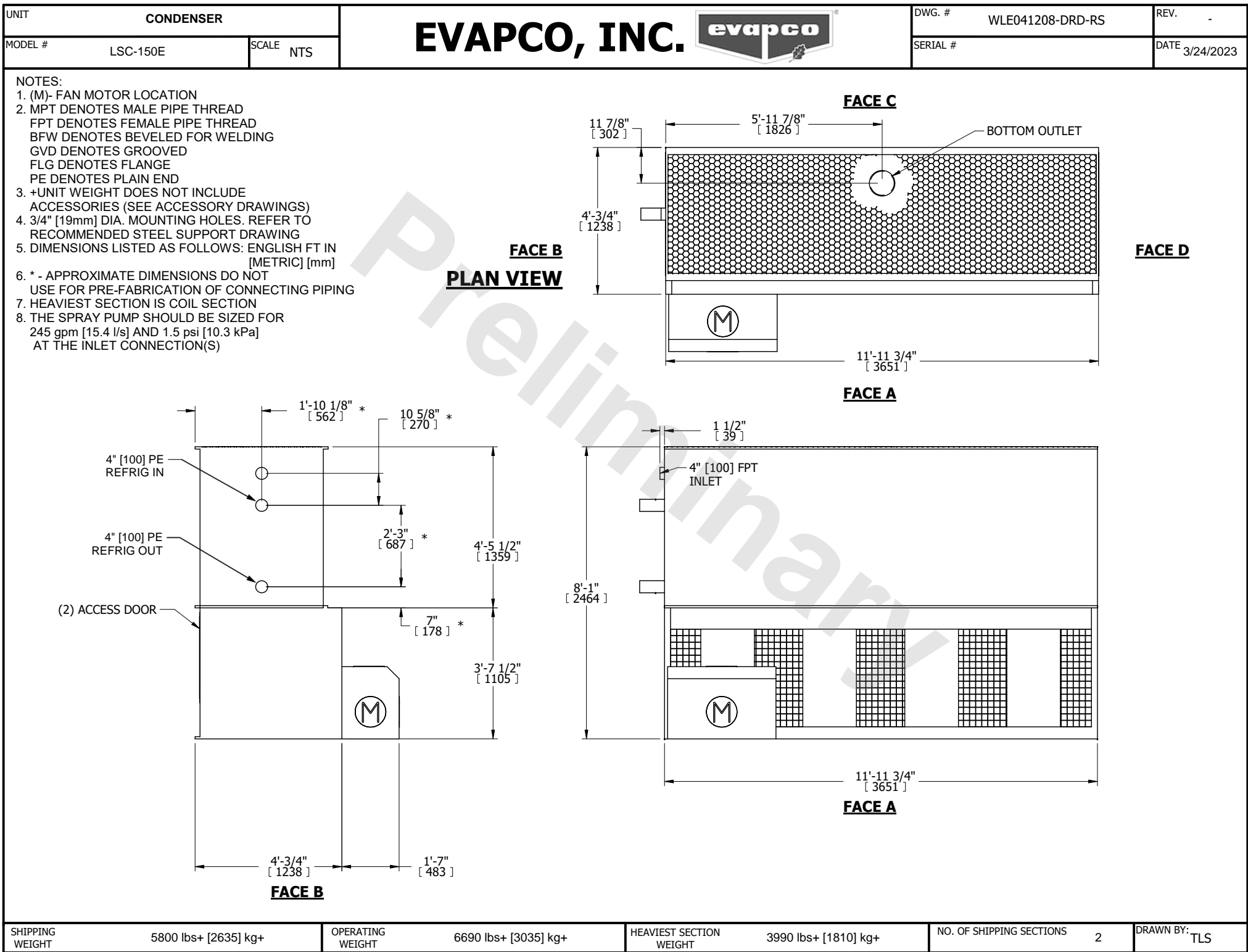
Please refer to EVAPCO Equipment Layout Manual for more details.

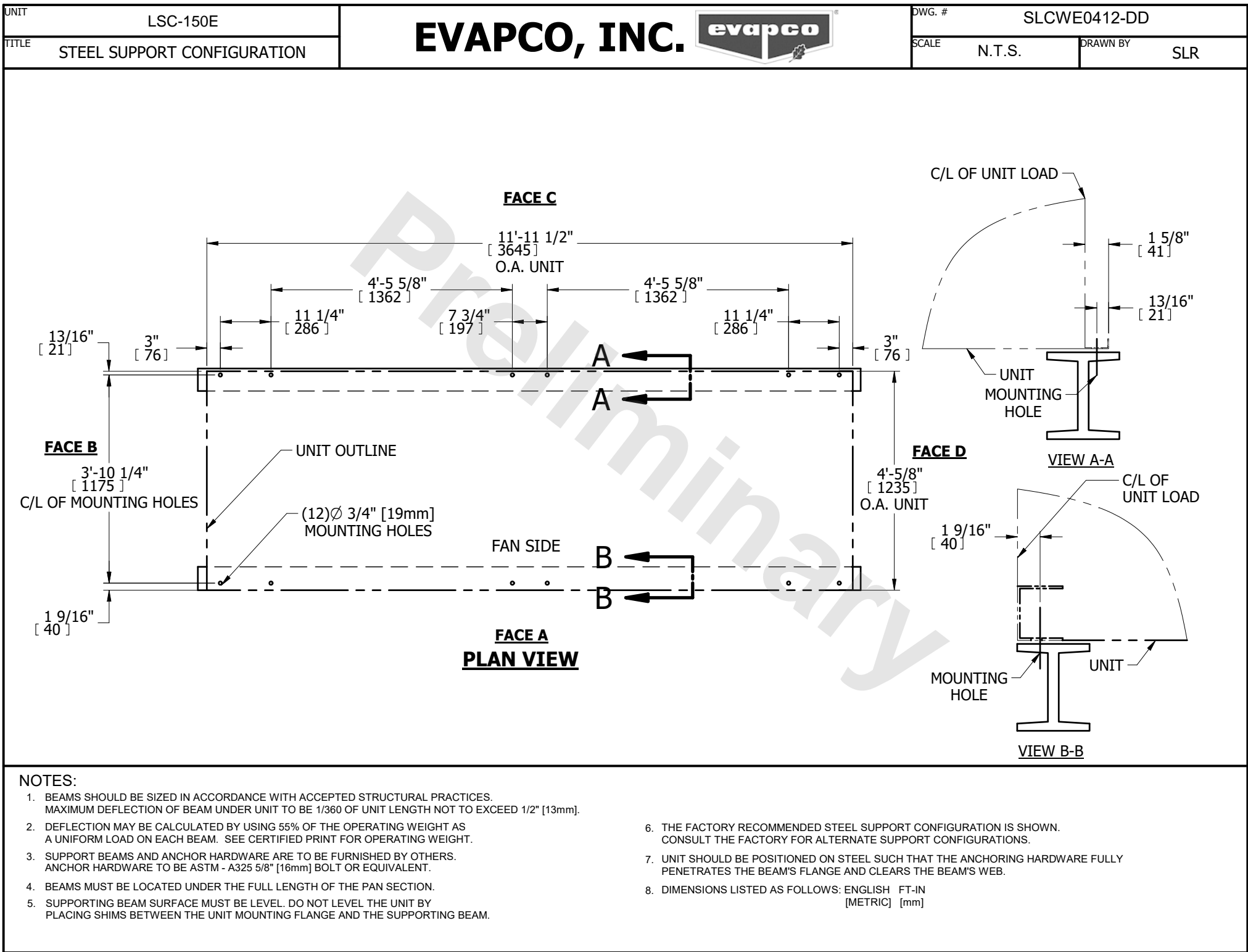
Shipping Data

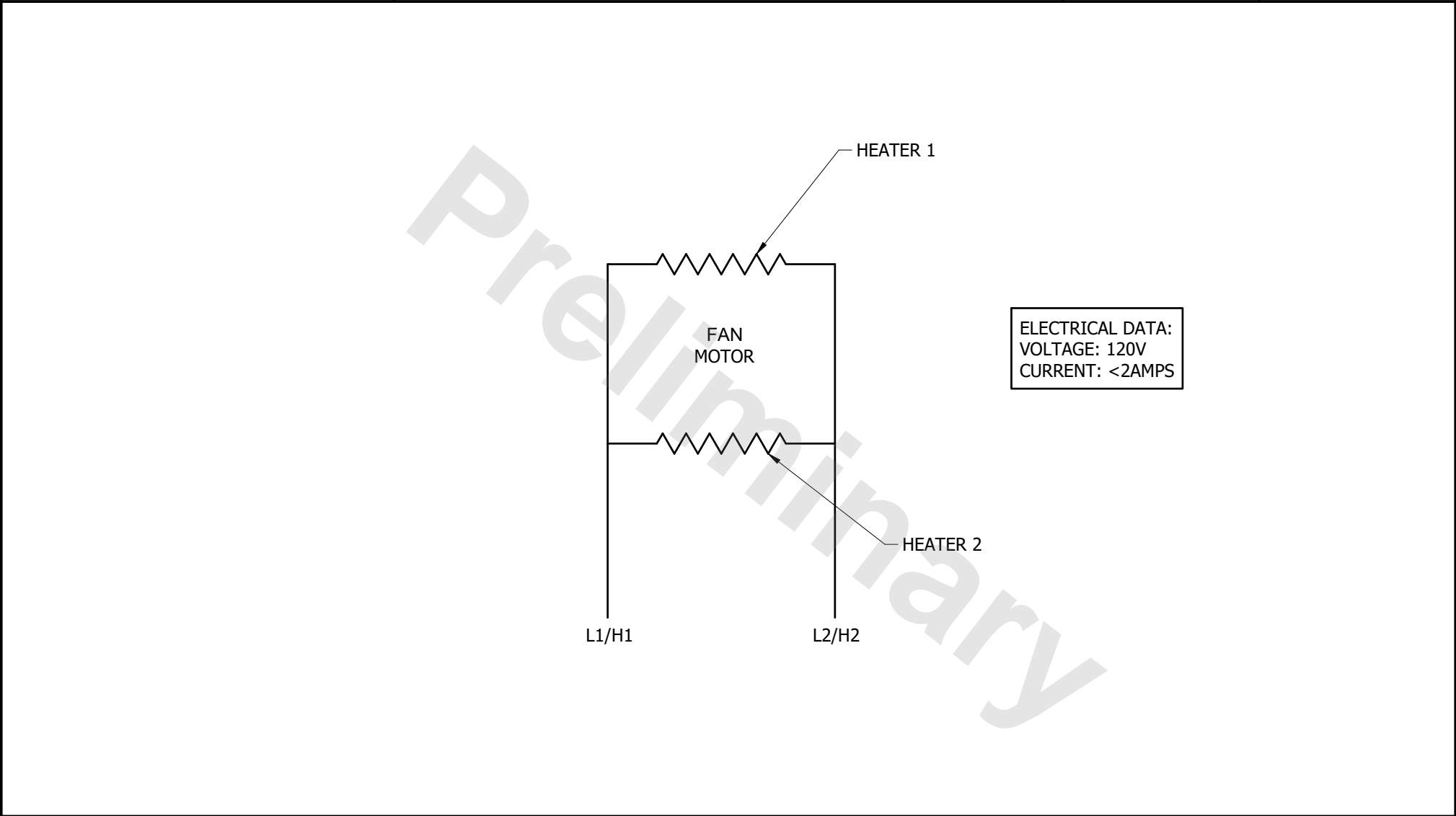
1 Basin Sections: (WxLxH): 50" x 163" x 48" ; 1880lbs each* | 1 Casing Sections: (WxLxH): 45" x 161" x 57" ; 3960lbs each*
*dimensions and weights above include shipping skids

Accessories

(1) IBC Standard Structural Design	(1) 1.0 Importance Factor Specified	(1) Oversized Outlet for Remote Sump; BFW; 6
(1) Additional Coil Circuits	(1) Nitrogen Charged Coil(s)	(1) Omit Pump
(1) CRN Coils	(1) Fan Motor: Inverter Capable, Premium Efficient	(1) Oversized Motor for Dry Operation
(1) Fan Motor: Space Heaters		







NOTE:

- 1. FAN MOTOR SPACE HEATERS SHOULD BE ENERGIZED WHEN MOTOR IS OFF TO PREVENT CONDENSATION IN THE MOTOR
- 2. FAN MOTOR SPACE HEATERS MUST BE SWITCHED OFF WHEN MOTOR IS RUNNING

Full Speed Complete Sound Data



Andrew Kollasch
Evapco Inc.
5151 Allendale Ln
Taneytown, Maryland 21787
✉ andrew.kollasch@evapco.com

Sound Pressure Levels (SPL) in dB RE 0.0002 Microbar
Sound Power Levels (PWL) in dB RE 10-12 Watt

Model LSC-150E
Motor 20.00 HP
Motors 1
Speed Full Speed

1 Cell Data

	Sound Pressure Level (dB)										Sound Power Level (db)
	End		Motor Side		Opp End		Opp Mtr. Side		Top		
	5.0 ft (1.5m)	50.0 ft (15.2m)	5.0 ft (1.5m)	50.0 ft (15.2m)	5.0 ft (1.5m)	50.0 ft (15.2m)	5.0 ft (1.5m)	50.0 ft (15.2m)	5.0 ft (1.5m)	50.0 ft (15.2m)	
Band											
63 HZ	79	66	83	69	79	66	76	63	74	60	97
125 HZ	79	66	78	66	79	66	74	63	77	62	97
250 HZ	72	60	74	63	72	60	71	57	75	60	92
500 HZ	70	57	74	60	70	57	70	55	75	58	89
1 KHZ	69	56	74	58	69	56	68	54	74	58	88
2 KHZ	67	51	73	56	67	51	67	52	70	54	85
4 KHZ	65	49	72	53	65	49	65	48	68	52	82
8 KHZ	61	44	68	52	61	44	61	46	68	47	79
Calc dBA	75	61	80	64	75	61	74	59	79	62	93

Sound option(s) selected: None

- Remarks:
1. Sound Pressure Levels are according to CTI Standard ATC-128 and verified by an independent CTI-licensed sound test agency
 2. Sound Power Levels are calculated according to the Small Units Section 8
 3. Sound from free-field conditions over a reflecting plane with +/-2 db(A) tolerance
 4. Noise levels can increase with variable frequency drives depending on the drive manufacturer and the drive configuration
 5. Complete unit sound data with all fans operating

Agreement

The information contained in this proposal constitutes the terms between CIMCO Refrigeration, a division of Toromont Industries and the client New Liskeard Arena.

All prices agreed upon will be honored by both parties. Continued services after that time will require a new agreement.

Billing and Payment Terms. CIMCO will invoice New Liskeard Arena as per the terms of this agreement, and New Liskeard Arena will pay each such invoice within thirty (30) days after the date thereof. Invoices not paid within such thirty (30) day period will accumulate interest as per the terms and conditions of this agreement.

Authorized Signature: The undersigned agrees to the terms of this contract on behalf of the organization or business

Signature of Client: _____ Date: _____

Purchase Order :

TERMS AND CONDITIONS

SUBJECT TO WRITTEN APPROVAL BY A DULY AUTHORISED OFFICER OF CIMCO REFRIGERATION (THE "VENDOR"), THIS QUOTATION, IF ACCEPTED IN WRITING BY THE PURCHASER, SHALL CONSTITUTE A BINDING CONDITIONAL CONTRACT OF SALE AS OF THE DATE OF THE PURCHASER'S ACCEPTANCE OR AS OF THE DATE OF THE VENDOR'S APPROVAL, WHICHEVER IS LATER. THIS QUOTATION IS INVALID IF NOT ACCEPTED BY THE PURCHASER WITHIN THIRTY DAYS OF THE DATE OF QUOTATION.

1. TITLE

(a) The title and ownership to and in the materials, equipment and other goods sold here under (the "goods") shall remain with the Vendor until payment in full of the Contract Price and any additional amounts payable to the Vendor pursuant to sections 2 and 10 of these Terms and Conditions. The Vendor hereby reserves, and the Purchaser hereby grants to the Vendor, a security interest in and to the goods, and the proceeds thereof, to secure the said payment and all of the other obligations of the Purchaser. At the option of the Vendor, the Purchaser will join with the Vendor in executing, in a form satisfactory to the Vendor, one or more financing statements or similar instruments pursuant to any applicable personal property security legislation. The Purchaser hereby authorizes the Vendor to file one or more such statements or instruments signed by the Vendor alone as the secured party. If the goods are to become affixed to real property, the Purchaser represents that a true and correct description of such real property and that the name of the registered owner thereof are as indicated on Page 1 of this Quotation/Contract.

(b) In the event of default by the Purchaser under the terms of payment of this contract, the full amount of the Contract Price, less any payments previously made, shall become due and payable, and the Vendor or its agent shall have the right to enter upon the premises and remove the goods, and to dispose of them as the Vendor may determine. If the proceeds from such disposal, less any related expenses, including but not limited to costs of seizure, removal and sale, and legal costs (including reasonable attorneys' fees and expenses) connected therewith (the "net proceeds"), are not sufficient to cover the amount in default, the Purchaser shall be liable to the Vendor for such deficiency. If the net proceeds exceed the amount in default such excess shall be returned to the Purchaser, and the Vendor shall not be liable further whether in respect of completion, performance, warranty or other contract terms.

(c) The Purchaser hereby waives all rights and claims against the Vendor in the event that the circumstances provided for in section 1 (b) arise, except for the express right of recovery of excess net proceeds as provided in that section.

(d) The Purchaser hereby waives the provisions of any Conditional Sales Act or other applicable legislation which limits the Vendor's rights to seize the security provided for herein, and to sue for any deficiency. The Purchaser expressly confers upon the Vendor the rights to seize and sell the goods and to recover from the Purchaser, by action on the covenant, the principal, interest and other moneys from time to time owing under this contract.

(e) Until the Contract Price has been paid in full, the Purchaser will not sell or agree to sell, or mortgage, charge or dispose of, or intentionally injure the goods or remove them from the place of initial installation.

2. PRICE ADJUSTMENTS

(a) The Purchaser shall pay all taxes, duties, levies and other charges assessed against or in respect of the goods, except those taxes, duties, levies and other charges expressly included in the Contract Price.

(b) If any taxes, duties, levies, or other charges shown to be included in the Contract Price are increased subsequent to the Date of Quotation, and increase the Vendor's costs here under, such increase shall be paid by the Purchaser to the Vendor.

(c) The Contract Price quoted herein is based on prices, costs and conditions prevailing at the Date of Quotation. Unless otherwise specified, if the estimated delivery and / or installation date is more than six months from the date of the contract, and if prior to shipment or installation there is an increase in the Vendor's costs due to increases in labor rates, cost of materials, suppliers' prices, foreign exchange, storage charges, or freight rates, such increase shall be paid to the Vendor by the Purchaser.

(d) If delivery or installation is delayed by the Purchaser, or by anyone under the Purchaser's control, for more than two months after the time estimated, any increase in those categories of the Vendor's costs listed in section 2(c) shall be paid to the Vendor by the Purchaser.

(e) All payments by the Purchaser to the Vendor under section 2 shall be in addition to the Contract Price and shall be paid at the time the final payment under the contract is due.

3. LIABILITY

The Vendor shall not be liable for any losses, injuries, expenses or damages, whether direct, indirect, special, incidental, consequential or punitive, arising out of the goods, or the installation, operation, or failure of operation of the goods or related systems even if caused by the Vendor's negligence.

4. DELIVERY AND INSTALLATION

Delivery and installation times and dates are approximate and are subject to extension for delays caused by fire, strike, lockout, labor dispute, civil or military authority, riot, embargo, car shortage, wrecks or delays in transportation, Acts of God, late delivery or non-delivery by the Vendor's suppliers, changes in the scope of the work as provided in section 9 of these Terms and Conditions, or other causes beyond the reasonable control of the Vendor, and the Vendor shall not be liable for any losses or damages resulting from any such causes. Acceptance of the work shall be a waiver by the Purchaser of all claims for damages for delay from any cause whatsoever.

5. RESPONSIBILITY AND INSURANCE

(a) In respect of goods sold F.O.B. point of origin, the Vendor shall deliver the goods in good condition to a common carrier or to the Purchaser at the Vendor's shipping point, and thereupon all risks of loss or damage thereto shall pass to the Purchaser.

(b) In respect of goods sold F.O.B. job site or sold with installation, all risks of loss or damage shall pass to the Purchaser upon receipt of the goods at the job site or at the Purchaser's designated delivery point.

(c) The Purchaser shall insure the goods against loss or damage from fire, theft, malicious damage or other causes as and from the time the Purchaser becomes responsible for the goods pursuant to sections 4(a) and 4(b) of these Terms and Conditions. The face value of the insurance policy shall be in an amount not less than the Contract Price. Any loss under such insurance policy shall be made payable to the Vendor as its interest may appear until the Contract Price shall be paid in full.

(d) Upon the request of the Vendor, the Purchaser shall provide an insurance certificate as evidence of the compliance with section 4(c) of these Terms and Conditions.

6. COST ESCALATION

Contractor and Owner acknowledge and agree that at the time of execution of this project agreement, it is unknown whether prior estimates for performance of the Work will be impacted by further development of the design, changed market conditions, availability of labor, equipment and/or materials or other conditions which materially differ from those existing at the time prior estimates were received. Contractor agrees to make diligent and best efforts to mitigate any cost or schedule impacts arising out of these changed conditions. However, subject to such mitigation obligations of the Contractor, Owner agrees that Contractor shall be entitled to an equitable adjustment of the Contract Sum and/or, if applicable, the Contract Time due to the following non-exhaustive list of possible events or circumstances: (1) a Subcontractor will not honor its prior estimate, (2) commodity price escalation and/or commodity delivery date impacts due to the length of time between a Subcontractor providing its estimate and subcontract award, (3) general conditions cost impacts due to anticipated completion dates at the time of Subcontractor's estimate differing from completion dates anticipated at time subcontract award, (4) commodity price escalation and/or delivery date impacts due to Subcontractor inability to obtain firm pricing or delivery date commitments from any supplier at or near time of subcontract award; or (5) cost of on-site or off-site material storage capacity to enable early receipt of certain materials when early procurement of such materials can be achieved for avoidance of price escalation or to secure availability so that the project schedule can be maintained.

7. TERMS OF PAYMENT

Upon acceptance, CIMCO will invoice a 35% down payment to commence agreed upon work. At the discretion of CIMCO, a late charge of 2% per month on all overdue amounts will be assessed on all invoices not paid within 30 days from the date of invoice. In addition, Customer agrees to pay Cimco a reasonable attorney's fee and all costs and expenses incurred in collecting amounts due Cimco hereunder following default by the Customer.

8. WARRANTY

UNLESS OTHERWISE SPECIFIED IN THIS QUOTATION/CONTRACT, THE VENDOR WARRANTS THE GOODS AND INSTALLATION SOLD HERE UNDER AGAINST ORIGINAL DEFECTS IN MANUFACTURE AND WORKMANSHIP FOR A PERIOD OF ninety (90) days FROM COMPLETION AS DEFINED IN SECTION 9 OF THESE TERMS AND CONDITIONS. THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, STATUTORY OR OTHERWISE, EXPRESS OR IMPLIED, INCLUDING FOR MERCHANT ABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE TERMS OF THE VENDOR'S WARRANTY ARE AS FOLLOWS:

- (a) In respect of goods sold without installation, the Vendor's sole liability shall be to repair or replace, at the Vendor's option, F.O.B. point of manufacture, any defective goods or parts thereof.
- (b) In respect of goods sold with installation, the Vendor's sole liability shall be to repair or replace, at the Vendor's option, any defective goods or parts thereof or any defective workmanship. The Vendor shall be responsible for all of its costs in connection therewith other than the out-of-pocket expenses incurred by the Vendor's employees and agents travelling from the Vendor's nearest place of business to the job site and charges for labor performed after normal working hours at the request of the Purchaser, which latter expenses and charges shall be for the account of the Purchaser.
- (c) The Vendor warrants goods not of the Vendor's manufacture only to the extent to which the Vendor is able to enforce a claim for liability against the manufacturer thereof.
- (d) The Purchaser shall promptly give written notice to the Vendor after the discovery of an apparent defect.
- (e) As a condition precedent to any liability by the Vendor here under, the Purchaser shall use, operate and maintain the goods and related systems in a careful, prudent, and reasonable manner, and in conformity with the Vendor's and / or the manufacturers' instructions.
- (f) the foregoing constitutes the purchaser's exclusive remedy and the vendor's sole liability arising out of the design, manufacture, sale, installation, or use of the goods.
- (g) This warranty shall be void if the Purchaser is in default under the terms of payment of this contract.

9. CHANGE IN SCOPE OF WORK

If the Purchaser requests a change in the scope of the work under this Quotation/Contract, the Vendor will submit a Contract Revision to the Purchaser which shall set forth the proposed changes in the work, and if the proposed changes result in an addition to or a deduction from the Contract Price, the Contract Revision shall set forth the amount of such addition or deduction. A Contract Revision shall not be binding or enforceable unless accepted in writing by the Purchaser and approved in writing by a duly authorized officer of the Vendor. Upon such acceptance and approval, the Contract Revision shall become part of the contract and, except when in consistent therewith, shall be subject to all its provisions.

10. COMPLETION AND ACCEPTANCE OF WORK

- (a) In respect of goods sold without installation, "Completion" shall be deemed to occur when risk of loss of the goods passes to the Purchaser in accordance with section 4 of these Terms and Conditions.
- (b) In respect of goods sold with installation, and unless otherwise defined in this Quotation/Contract, "Completion" shall be deemed to occur when any one of the following events takes place:
 - i. The Purchaser signs an acceptance certificate;
 - ii. The Vendor has installed and, where applicable, successfully tested the installation;
 - iii. The Purchaser commences regular use of the goods correlated systems;
 - iv. An independent expert, mutually acceptable to the Purchaser and the Vendor, certifies that the work has been completed.
- (v) The Vendor shall have the right to subcontract all or any part of the installation work to others;
- (vi) The Vendor shall have the right to start installation immediately after delivery of the Goods to the installation site, and if the start of installation work is delayed beyond 30 days after such delivery, the full amount of the price and all charges hereunder, less any portion thereof separately specified as installation charges, shall at the option of the Vendor become immediately due and payable;
- (vii) Unless requested by the Purchaser and agreed to by the Vendor, no Saturday, Sunday, holiday or other overtime labor will be provided in connection with installation work, and if provided, all premium wage costs incurred shall be added to the invoice as a separate charge to be paid by the the Purchaser
- (c) Nothing in subsections (a) or (b) shall relieve the Vendor from its obligation to honor the warranty provisions contained herein.
- (d) The occurrence of any one of the events described in section 9(b)(i), (iii) and (iv) shall constitute acceptance of the work.

11. BONDS

Performance bonds and material and labor payment bonds will be provided by the Vendor upon request. Unless the Contract Price expressly includes the cost of such bonds, the Purchaser, in addition to the Contract Price, shall pay the cost of such bonds to the Vendor at the time of the receipt thereof by the Purchaser.

12. MISCELLANEOUS

- (a) This Quotation and any resulting contract shall be governed, enforced and construed in accordance with the laws of the Province/State of ON without regard to that province's/state's rules governing conflict of laws.
- (b) All rights and remedies of the Vendor under this contract and under applicable law shall be cumulative and may be exercised successively or concurrently, in any order, and on more than one occasion. The election by Vendor to exercise one remedy shall not preclude it from thereafter exercising one or more other remedies.
- (c) The Purchaser agrees to pay, in addition to the other amounts payable to Vendor under the contract, all costs and expenses, including reasonable attorneys' fees, incurred by the Vendor in enforcing this contract, exercising its rights here under or collecting or attempting to collect all amounts due the Vendor here under following default by the Purchaser in the payment or performance of its obligations here under, including those incurred in connection with any bankruptcy, insolvency, liquidation, reorganization or similar proceeding involving the Purchaser.
- (d) Any assignment or attempted assignment of this contract, in whole or in part, without the prior written consent of the Vendor shall be void. The Vendor may assign any of its rights, liabilities or obligations arising out of this contract without prior notice to the Purchaser and without the Purchaser's written consent except that the Vendor may not assign its warranty obligations without the Purchaser's written consent.
- (e) If any provision of this contract is unenforceable, such unenforceability shall not affect the remaining terms, which shall be enforced, if the same can be done, without regard to the unenforceable provision.
- (f) The headings to the paragraphs of this contract are provided for ease of reference only and shall not be construed to vary or limit the terms thereof.

THIS QUOTATION/CONTRACT CONTAINS THE COMPLETE AGREEMENT BETWEEN THE PURCHASER AND THE VENDOR, AND SUPERSEDES ALL PRIOR ORAL OR WRITTEN REPRESENTATIONS, PROMISES, AGREEMENTS OR UNDERSTANDINGS WITH RESPECT TO THE SUBJECT MATTER HEREOF. NO REPRESENTATION, PROMISE, AGREEMENT OR UNDERSTANDING ENTERED INTO OR MADE SUBSEQUENT TO THE DATE OF THE CONTRACT WHICH VARIES OR MODIFIES THE PROVISIONS OF THIS CONTRACT SHALL BE BINDING ON THE VENDOR UNLESS CONVEYED IN WRITING AND EXECUTED BY THE DULY AUTHORISED OFFICER OF THE VENDOR EXECUTING THIS QUOTATION/CONTRACT.

The Corporation of The City of Temiskaming Shores

By-law No. 2023-040

**Being a by-law to adopt Amendment No.3 to the City of Temiskaming
Shores Official Plan
Bill 109 and Bill 23 Planning Act Amendments**

Whereas pursuant to the provisions of Section 17(22) of the Planning Act, R.S.O. 1990 c.P. 13, as amended, the Council of a Municipality may by by-law adopt all or part of an Official Plan and submit it for approval; and

Whereas the City of Temiskaming Shores Official Plan designates the use of land within the City of Temiskaming Shores and establishes the policies for development and processing of planning applications; and

Whereas the Provincial Government recently passed Bill 109, the More Homes for Everyone Act, and Bill 23, the More Homes Built Faster Act, amending the Planning Act, R. S. O. 1990, c.P. 13, as amended, necessitating various amendments to the City of Temiskaming Shores Official Plan;

Whereas Council considered Administrative Report No. CS-012-2023 at the Committee of the Whole meeting held on April 4, 2023 and directed staff to prepare the necessary by-law to adopt Amendment No. 3 to the City of Temiskaming Shores Official Plan for consideration at the April 18, 2023 Regular Council meeting; and

Now therefore be it resolved that the Council of the Corporation of the City of Temiskaming Shores enacts as follows:

1. Amendment No. 3 to the City of Temiskaming Shores Official Plan is hereby adopted and attached hereto as "Schedule A"
2. The passing of this by-law shall be subject to the provisions of the Planning Act.
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 18th day of April, 2023.

Mayor

Clerk



Schedule “A” to

By-law 2023-040

Amendment No. 3

To the City of Temiskaming Shores

Official Plan

Housekeeping Amendment, Planning Act Amendments

Certificate for Amendment No. 3

To the City of Temiskaming Shores Official Plan

This Amendment No. 3 to the City of Temiskaming Shores Official Plan was adopted by Council of the Corporation of the City of Temiskaming Shores by By-law No. _____ on the ____ day of _____, 2023, in accordance with the provisions of the Planning Act, R.S.O. 1990, c. P.13, as amended.

Mayor

Clerk

I herby certify that this is a duplicate original of Amendment No. 3 to the City of Temiskaming Shores Official Plan, as adopted by the Corporation of the City of Temiskaming Shores.

Clerk

**Amendment No. 3
To the City of Temiskaming Shores
Official Plan**

Statement of Components

Part A – The Preamble

Sets out the purpose, location, and basis for the Amendment and does not constitute part of the amendment.

Part B – The Amendment

Sets out the actual Amendment No. 3 to the City of Temiskaming Shores Official Plan, including the specific policies to be amended and changes to the Schedules.

Part A – Preamble

Background:

Recent amendments to the Planning Act as a result of Bill 109 (the More Homes for Everyone Act, 2022) and Bill 23 (the More Homes Built Faster Act, 2022) necessitate various amendments to bring the City's Official Plan into compliance.

Bill 109, the More Homes for Everyone Act, 2022, established a process for site plan control applications to provide developers with recourse if an application has not been deemed complete within 30 days of receipt by the City. The City may require that an applicant provide information or material as part of a complete application if the official plan contains provisions relating to these requirements. The proposed amendment will update the list of information and material that may be required as part of any complete planning application made to the City.

Further, Bill 23, the More Homes Built Faster Act, 2022, included an amendment to the Planning Act that removes residential development of 10 units or less from the definition of "development," thereby prohibiting the use of site plan control for developments that do not meet that threshold. The Bill also excludes exterior design elements from site plan considerations, except where it relates to exterior access to a building that will contain affordable housing units. Additionally, the appearance of elements, facilities and works on the land or any adjoining highway under a municipality's jurisdiction is no longer subject to site plan control, except to the extent that the appearance impacts matters of health, safety, accessibility, sustainable design or the protection of adjoining lands. The proposed amendment will ensure these revised considerations are reflected in the City's Official Plan.

Bill 23 has also amended the Planning Act to prohibit municipalities from including policies in Official Plans and Zoning By-laws that restrict the number of residential units to less than three on a "parcel of urban residential land," including a maximum of one dwelling unit in a detached accessory building. The Planning Act now allows up to three residential units within a single detached, semi-detached, or rowhouse dwelling, or up to two residential units in a single detached, semi-detached or rowhouse dwelling as well as one residential unit in an ancillary structure.

Location:

The amendment applies to all land within the City of Temiskaming Shores.

Basis:

Amendment No. 3 is intended to bring the City's Official Plan into compliance with legislative changes that took place in 2022, specifically those changes to the Planning Act made under Bill 109 and Bill 23 with respect to:

- The ability to deem applications for Site Plan Approval incomplete;
- The ability to require the applicant to submit required information and material in support of a complete planning application;
- The requirement to process applications for Official Plan Amendments, Zoning By-law Amendments, and Site Plan Approval within the prescribed timelines required before application fees must be refunded;
- The use of site plan control for residential developments including more than 10 dwelling units;
- The use of site plan control for exterior design elements only where they are related to exterior access to a building that will contain affordable housing units;
- The allowance for a minimum of three dwelling units on a "parcel of urban residential land," in single-detached, semi-detached, and rowhouse dwellings, including a maximum of one unit in a detached accessory building.

Part B – The Amendment

The Official Plan is hereby amended as follows:

- 1) In Section 2 Interpretation, under Applications for Development, the sentence "Notices affirming a complete application will be distributed to the prescribed agencies and the applicant within 30 days." is removed and replaced with "Notices affirming a complete application will be distributed in accordance with the applicable Planning Act requirements."
- 2) In Section 3 Housing and Growth Management, 3.6.4 is repealed and replaced with the following:
 4. Allowing additional residential units in single detached dwellings, semi-detached dwellings, or rowhouse dwellings.
- 3) In Section 3 Housing and Growth Management, 3.7 Residential Intensification, 3.7.5 is repealed and replaced with the following:
 5. Conversion or expansion of existing residential buildings to create new residential units or accommodation including additional residential units.
- 4) In Section 4 Community Development, 4.10 Rural Area, 4.10.10 is amended by removing the word "all" in the second sentence, inserting a period after the word "body," and removing the "i.e." statement in parenthesis in that sentence.
- 5) In Section 15 Planning Tool Kit, 15.2 Planning Applications is repealed and replaced with the following:

15.2 Planning Applications

1. Pre-consultation

The City of Temiskaming Shores encourages pre-consultation on all land use planning applications. The City may pass by-laws to require that proponents pre-consult with City staff prior to making an application for an Official Plan Amendment, Zoning By-law Amendment, Site Plan approval, draft Plan of Subdivision, draft Plan of Condominium, Minor Variance, and/or Consent. Pre-consultation will be used to determine the additional information and material required to form a complete application for Planning Act purposes.

2. Complete Application

The Planning Act gives municipalities the ability to request, in addition to the minimum prescribed requirements, information and material for certain types of land use planning applications to make an informed decision, provided that the municipal Official Plan contains provisions relating to the additional information and material. The Planning Act also gives municipalities the ability to refuse to accept an application if it does not include the minimum prescribed requirements, any additional requirements as per the Official Plan, and any required fee.

As part of a complete application for an Official Plan amendment, Zoning By-law amendment, Site Plan approval, draft Plan of Subdivision, draft Plan of Condominium, Minor Variance, or Consent, additional information that may be required includes, but is not limited to:

- a. Source Water Protection Study;
- b. Geotechnical Study;
- c. Drainage/Stormwater Management Report;
- d. Stormwater Grading and Drainage Plan;
- e. Archaeological Assessment;
- f. Heritage Impact Assessment;
- g. Noise Study;
- h. Vibration Study;
- i. Blast Impact Study;
- j. Traffic Impact Study;
- k. Air Quality Assessment;
- l. Land Use Compatibility Study;
- m. Environmental Impact Study;
- n. Functional Servicing Report;
- o. Septage Haulage Report;
- p. Well record and drinking water test results;
- q. Confirmation of availability of potable water well;
- r. Municipal Servicing Capacity Report;
- s. Market Impact Study;

- t. Minimum Distance Separation Calculation;
- u. Mine Hazard Study;
- v. Lakeshore Capacity Assessment;
- w. Planning Justification Report;
- x. Concept Plans;
- y. Landscape Plans;
- z. Environmental Site Assessment including Record of Site Condition;
- aa. Erosion and Sediment Control Plan;
- bb. Slope Stability Study;
- cc. D4 Assessment Study;
- dd. Sun/Shade Study;
- ee. Wind Study;
- ff. Public Consultation Strategy;
- gg. Site Plan;
- hh. Site Grading Plan;
- ii. Site Servicing Plan;
- jj. Building Elevations;
- kk. Zoning Compliance Review;
- ll. Architectural Elevation Plan;
- mm. Off-Site Servicing Plan;
- nn. Details/Cross Sections Plan;
- oo. Comments from Federal and/or Provincial bodies such as the Ministry of Transportation, Ministry of Natural Resources and Forestry, Ministry of the Environment, Conservation and Parks, Ministry of Agriculture, Food and Rural Affairs, Ministry of Mines, Department of Fisheries and Oceans, Transport Canada, Ministry of Culture, Sport and Tourism, and Ontario Northland;
- pp. Confirmed zoning compliance from the City;
- qq. Confirmed conformity with the Ontario Building Code and Ontario Fire Code;
- rr. Completed Site Plan Guidelines for Accessibility Considerations Checklist;
- ss. Review by and recommendation for approval from the Temiskaming Shores Accessibility Advisory Committee;

The additional information and material that may be required will depend on the nature and character of the site, the surrounding area, the proposal and the type of approval being sought. Requirements for a completed application will be determined and confirmed by the City. The cost of any study and any required peer review will be borne by the applicant.

The City may refuse to accept an application that is not complete.

- 6) In Section 15 Planning Took Kit, 15.15 Site Plan Control (Section 41, Planning Act), 15.15.2 is amended by adding the phrase "in accordance with the requirements of the Planning Act." at the end.
- 7) In Section 15 Planning Took Kit, 15.15 Site Plan Control (Section 41, Planning Act), 15.15.7 is amended by adding the phrase "in accordance with the requirements of the Planning Act." at the end.

The Corporation of The City of Temiskaming Shores

By-law No. 2023-041

Being a by-law to amend By-law No. 2017-154 being a by-law to enact a new Comprehensive Zoning By-law for the City of Temiskaming Shores

Whereas pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990 c.P. 13, as amended, the Council of a Municipality may enact by-laws to authorize the use of land, buildings or structures for any purpose set out therein that is otherwise prohibited; and

Whereas By-law No. 2017-154 regulates the use of land and the use and erection of buildings and structures within the City of Temiskaming Shores; and

Whereas Council considered Administrative Report No. CS-012-2023 at the Committee of the Whole meeting held on April 4, 2023 and directed staff to prepare the necessary by-law to amend the City of Temiskaming Shores Zoning By-law No. 2017-154 to establish provisions for additional dwelling units for consideration at the April 18, 2023 Regular Council meeting.

Whereas the Council of the Corporation of the City of Temiskaming Shores deems it advisable to amend By-law No. 2017-154 as hereinafter set forth.

Now therefore be it resolved that the Council of the Corporation of the City of Temiskaming Shores enacts as follows:

1. The area affected by this By-law includes all lands located within the City of Temiskaming Shores.

2. By-law No. 2017-154 is hereby amended as follows:

(a) Section 3.46 is hereby repealed and replaced with the following:

“3.46 DWELLING UNIT, ADDITIONAL: A dwelling unit permitted under Section 4.16.2.”

(b) Section 4.16 is repealed and replaced with the following:

“4.16 Number of Dwelling Units Per Lot:

4.16.1 Not more than one dwelling unit may be built on any lot except where specifically permitted in a particular zone.

4.16.2 Additional dwelling unit: Where additional dwelling units are permitted as an accessory use the following provisions shall apply:

a) One additional dwelling unit may be created where permitted on a lot in the R1, RU, and A1 zones, or on a lot within the settlement area, as depicted on the Schedules, on which

residential use is permitted, and the lot is serviced by *private sewer and water services*;

- b) Up to two *additional dwelling units* may be created on *lots* within the settlement area, as depicted on the Schedules, on which residential use is permitted as a *principal use*, provided the *lot* is on *full municipal services*;
- c) Where one *additional dwelling unit* is permitted, the *additional dwelling unit* can be located within a permitted *single detached dwelling* or in a detached *accessory building*;
- d) Where up to two *additional dwelling units* are permitted, the *additional dwelling units* can be located within a permitted *single detached dwelling*, *semi-detached dwelling*, or *street townhouse dwelling*, or in a detached *accessory building*, provided that:
 - (i) a total of *one additional dwelling unit* can be located in an *accessory building* detached from the permitted *single detached dwelling*, *semi-detached dwelling*, or *street townhouse dwelling*;
 - (ii) no more than three *dwelling units* in total are located on the *lot*.
- e) The maximum floor area of each *additional dwelling unit(s)* shall not exceed the *gross floor area* of the main *dwelling unit*;
- f) Where an *additional dwelling unit* is located in a detached *accessory building* on a *lot* in the R1, RU, or A1 zone the *additional dwelling unit* shall be located within the existing developed area of the property in proximity to the principal *dwelling*;
- g) The *additional dwelling unit(s)* and main *dwelling unit* shall meet all other applicable provisions of this By-law and any other servicing, fire, health, safety, or occupancy regulations or by-laws;
- h) A minimum of one *parking space* is provided for each *additional dwelling unit* and does not result in a separate driveway being required, except in the case of a *lot* in the settlement area with access to two *public roads*, in accordance with the City's Access Control policy;
- i) Where an *additional dwelling unit* is located in a detached *accessory building*, the *additional dwelling unit* cannot be severed;
- j) An *additional dwelling unit* is not permitted on a lot with *partial municipal sewer and water services*;

- k) Where a *dwelling unit* is already located on a *lot* within an assessment area subject to an H1, H2, or H3 provision, an *additional dwelling unit* is permitted in accordance with the provisions of this Section.
3. Table 6.1 is amended by adding Dwelling, Multiple, up to 3 units as a permitted use in the Low Density Residential (R2) zone.
 4. Table 6.2 is amended by replacing “Second Dwelling Unit” with “Additional Dwelling Unit.”
 5. Table 6.3 is amended by replacing “second dwelling” with “additional dwelling units” under the Maximum Number of Dwelling Units provision.
 6. Section 6.4.1, (*11) is deleted and replaced with: “Where an additional dwelling unit is located in the second storey of a detached accessory building only, the maximum height of the detached accessory building shall be 8 metres.”
 7. Section 6.4.1, (*12) is deleted and replaced with: “1 dwelling unit only on partial services; 1 dwelling unit for each 150 square metres of lot area to a maximum of 3 dwelling units.
 8. Table 7.2 is amended by replacing “Second Dwelling Unit” with “Additional Dwelling Unit.”
 9. Section 7.3.1 is amended by deleting (*3) and replacing it with “(*3) Located on a lot with a legally existing single detached dwelling, semi-detached dwelling, or street townhouse dwelling only.”
 10. Table 7.3 is amended by replacing “second dwelling” with “additional dwelling unit” under the Maximum Number of Dwelling Units provision.
 11. Section 7.4.1, (*4) is amended by adding the word “unit” after the word “dwelling” in the first line, adding the word “unit” after the word “dwelling” in the second line, and adding the word “unit” after the word “dwelling” in the last line.
 12. Table 9.1 is amended by replacing “Second Dwelling Unit” with “Additional Dwelling Unit.”
 13. Table 9.3 is amended by replacing the phrase “excluding second dwelling” with “including additional dwelling unit” under the Maximum Number of Dwelling Units provision.
 14. Table 10.3 is amended by removing the phrase “excluding second dwelling” under the Maximum Number of Dwelling Units provision.
 15. This By-law shall come into full force and effect in accordance with Section 34 (19) of the *Planning Act*, R.S.O. 1990.

Read a first, second and third time and finally passed this 18th day of April, 2023

Mayor

Clerk

The Corporation of The City of Temiskaming Shores

By-law No. 2023-042

Being a By-law to amend By-law No. 2018-097 being a by-law to designate the City of Temiskaming Shores as a Site Plan Control Area

Whereas Section 41 of the Planning Act, R.S.O. 1990, c.P.13, as amended, permits the Council of a municipality to designate the whole or any part of the municipality as a site plan control area provided provisions are included in the Official Plan; and

Whereas Section 15.15 of the City of Temiskaming Shores Official Plan designates all lands within the City as a Site Plan Control Area; and

Whereas Council adopted By-law No. 2018-097 on June 5, 2018, designating the City of Temiskaming Shores as a Site Plan Control area and prescribing the categories of development that are subject to site plan control; and

Whereas Bill 23 received royal assent on November 28, 2022 and included a new clause under Section 41(1.1) of the Planning Act which restricts a municipality's ability to apply site plan control to any residential development containing fewer than 10 unit;

Whereas the Council of the Corporation of the City of Temiskaming Shores deems it necessary to amend By-law No. 2018-097 as hereinafter set forth.

Now therefore be it resolved that the Council of the Corporation of the City of Temiskaming Shores enacts as follows:

1. Section 3.1 of By-law 2018-097 is deleted and replaced with the following:
 - 3.1 Residential buildings containing 10 or fewer units.
2. Section 4 of By-law 2018-097 is amended by deleting clause 4.2d) and replacing it with the following:
 - d) Matters relating exterior access to each building that will contain affordable housing units or to any part of such building, but only to the extent that it is a matter of exterior design, if the municipal by-law passed under subsection 41(4)2.(d) of the Planning Act and the official plan to which the by-law gives effect both include provisions relating to policies described in subsection 16(4) of the Planning Act and both include requirements or standards for exterior access to buildings that will contain affordable housing units
3. Section 4.2e) of By-law 2018-097 is amended by removing the words "Section 2" and inserting "Section 41(2) of the Planning Act"
4. Section 5 of By-law 2018-097 is amended by adding a new section 5.4 as follows:
 - 5.4 Enter into one or more agreements with the municipality ensuring that development proceeds in accordance with the plans and drawings approved under Section 4.

5. Section 11 of By-law 2018-097, as amended by By-law 2022-127, is amended by deleting clause 11.1a).
6. That the passing of this by-law shall be subject to the provisions of the *Planning Act*
7. That the Clerk of the City of Temsiakming 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 as may be deemed necessary after the passage of this By-law, where such modification or corrections do not alter the intent of the By-law.

Read a first, second and third time and finally passed this 18th day of April, 2023

Mayor

Clerk

The Corporation of the City of Temiskaming Shores
By-law No. 2023-043
Being a by-law to adopt the 2023 Municipal Budget for
the City of Temiskaming Shores

Whereas Section 290(1) of the *Municipal Act, 2001* (SO. 2001, c.25) provides that a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality; and

Whereas Section 290(2) of the *Municipal Act, 2001* (SO. 2001, c.25) provides that the budget shall,

- a) in such detail and form as the Minister may require, set out the estimated revenues, including the amount the municipality intends to raise on all the rateable property in the municipality by its general local municipality levy; and
- b) provide that the estimated revenues are equal to the estimated expenditures; and

Whereas Section 290(4) of the *Municipal Act, 2001* (SO. 2001, c.25) provides that in preparing the budget, the local municipality,

- a) shall provide for any operating deficit of any previous year and for the cost of the collection of taxes and any abatement or discount of taxes;
- b) may provide for taxes and other revenues that it is estimated will not be collected during the year; and
- c) may provide for such reserves as the municipality considers necessary; and

Whereas Public Notice was provided in the Temiskaming Speaker on April 5 and 12 and in Weekender on May 7 and 14, being at least seven (7) days prior to the passing of the by-law in accordance with By-law No. 2004-022, as amended informing the public of its intention to adopt the 2023 Municipal Budget; and

Whereas it is deemed necessary and expedient to adopt the capital and general operating budget for the City of Temiskaming Shores for the year 2023.

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

1. That the 2023 general levy, which the municipality intends to raise on all rateable property in the municipality, be hereby established at \$14,617,137.
2. That the 2023 Operating and Capital Budgets, attached hereto as Schedule "A", Schedule "B", Schedule "C" and Schedule "D" and forming part of this by-law, be hereby adopted, approved and authorized.

Read a first, second and third time and finally passed this 18th day of April, 2023.

Mayor

Clerk

Schedule "A" to By-law 2023-043

General Operations

	2023 Budget
Revenues	
Grants	5,394,453
Taxation	14,815,465
Other Revenues	4,948,313
Education	2,835,512
Business Improvement Area	55,013
Total Revenues	28,048,756
Expenditures	
Municipal Operations	17,996,030
Health & Social Services	2,926,297
Policing	2,740,262
Libraries	586,963
Education	2,835,512
Business Improvement Area	55,013
Total Expenditures	27,140,077
Transfer to Capital	908,679

Schedule "B" to By-law 2023-043

Environmental Operations

	<u>2023 Budget</u>
Revenues	
User Fees	<u>5,317,081</u>
Total Revenues	<u>5,317,081</u>
 Expenditures	 <u>4,917,081</u>
 Transfer to Capital	 <u><u>400,000</u></u>

Schedule "C" to By-law 2023-043

2023 Capital Budget

	<u>2023 Budget</u>
General Capital	
Grants/Partnerships	1,587,218
Other Revenues	269,390
Debt	2,276,110
Transfer from Reserves	1,206,913
Expenditures	<u>6,248,310</u>
Transfer from Operations	<u>(908,679)</u>

	<u>2023 Budget</u>
Environmental Capital	
Grants	-
Debt	1,193,727
Transfer from Reserves	2,007,455
Expenditures	<u>3,601,182</u>
Transfer from Operations	<u>(400,000)</u>

Schedule "D" to By-law 2023-043

Reconciliation of Tax Levy Budget to PSAB

			2023 Budget
	Net General Operations		908,679
	Net Environmental Operations		400,000
	Net General Capital		(908,679)
	Net Environmental Capital		(400,000)
	Tax Levy Budget		-
Add Back:	Capital Expenditures	9,849,492	
	LTD Principal Repayments	1,807,093	11,656,585
Less:	Transfer from Reserves	3,214,368	
	LTD Proceeds	3,469,837	
	Amortization	2,764,026	9,448,231
	PSAB Surplus/(Deficit)		(2,208,354)

The Corporation of the City of Temiskaming Shores
By-law No. 2023-044
Being a by-law to establish Tax Ratios for 2023

Whereas The Corporation of the City of Temiskaming Shores is required to establish tax ratios pursuant to Section 308 of the Municipal Act, 2001, as amended; and

Whereas the tax ratios determine the relative amount of taxation to be borne by each property class; and

Whereas Council considered Administrative Report No. CS-015-2023 at the April 18, 2023 Regular Council meeting and directed staff to prepare the necessary by-laws utilizing the Revenue Neutral Tax Ratios for 2023 calculated using a phased-in elimination of the subclass reduction factors, for consideration at the April 18, 2023 Regular Council meeting.

Now therefore the Council of The Corporation of the City of Temiskaming Shores hereby enacts a follows:

The tax ratios for the municipality for 2023 are as follows:

Residential/Farm	1.000000
Multi-Residential	2.252571
New Multi-Residential	1.000000
Commercial	2.025225
Commercial Exc. Land	1.721441
Commercial Vac. Land	1.721441
Industrial	2.287178
Industrial Exc. Land	1.829742
Industrial Vac. Land	1.829742
Landfill	3.574008
Pipeline	0.905497
Farmlands	0.250000
Managed Forests	0.250000

Read a first, second and third time and finally passed this 18th day of April 18, 2023.

Mayor

Clerk

The Corporation of the City of Temiskaming Shores

By-law No. 2023-045

**Being a by-law to provide for the adoption of 2023 tax rates
for municipal and school purposes and to further provide
penalty and interest for payment in default**

Whereas as per Section 290(1) of the Municipal Act, S.O. 2001, c.25, as amended, Council for the City of Temiskaming Shores adopted the 2023 Municipal Budget in principle on March 28, 2023 which included estimates of all sums required during the year for the purposes of the municipality; and

Whereas as per Section 307 (2) (b) of the Municipal Act, S.O. 2001, c.25, as amended, the tax rates and the rates to raise the fees or charges shall be in the same proportion to each other as the tax ratios established under Section 308 for the property classes are to each other; and

Whereas as per Section 308 (3) of the Municipal Act, S.O. 2001, c.25, as amended, the tax ratios are the ratios that the tax rate for each property class must be to the tax rate for the residential/farm property class where the residential/farm property class tax ratio is 1 and, despite this section, the tax ratio for the farmlands property class and the managed forests property class prescribed under the Assessment Act; and

Whereas 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; and

Whereas as per Section 345(1) of the Municipal Act S.O. 2001, c.25, as amended, a municipality may pass by-laws to impose late payment charges for the non-payment of taxes or any instalment by the due date; and

Whereas Council has set tax ratios under the authority of By-law No. 2023-044 as adopted on April 18, 2023; and

Whereas the 2023 levy for municipal purposes is \$14,617,137; and

Whereas certain education rates are provided in various regulations and commercial and industrial education amounts have been requisitioned by the Province; and

Whereas Council considered Administrative Report No. CS-015-2023 at the April 18, 2023 Regular Council meeting, and directed staff to prepare the necessary by-laws utilizing the 2023 Tax Rates, Water/Sewer Rates and Special Tax Levy under the Solid Waste Management Program for consideration at the April 18, 2023 Regular Council meeting.

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

1. That the tax rates for 2023 for municipal and education purposes be hereby set as per Schedule "A" hereto attached and forming part of this by-law;
2. That all charges shall be added to the tax roll and shall become due and payable in two (2) instalments as follows:

50% of the final levy for all classes shall become due and payable on the 17th day of July, 2023;

50% of the final levy for all classes shall become due and payable on the 15th day of September, 2023;

3. That non-payment of the amount, as noted, on the dates stated in accordance with the by-law constitutes default and that all taxes of the levy which are in default after the noted due dates shall be added a penalty of 1.25% per month, until December 31st, 2023; and
4. That all taxes unpaid as of December 31, 2023 shall be added a penalty at the rate of 1.25% per month for each month or fraction thereof in which the arrears continue.

Read a first, second and third time and finally passed this 18th day of April, 2023.

Mayor

Clerk

Schedule “A” to By-law 2023-045

General Tax Rates			
	Municipal	Education	Total
Residential	0.0119942	0.0015300	0.0135242
Multi - Residential	0.0260618	0.0015300	0.0275918
New Multi-Residential	0.0119942	0.0015300	0.0135242
Commercial Occupied	0.0238612	0.0088000	0.0326612
Commercial Excess/Vacant Land	0.0202820	0.0088000	0.0290820
Commercial – Retained	0.0238612	0.0088000	0.0326612
Commercial Excess/Vacant Land - Retained	0.0202820	0.0088000	0.0290820
Industrial Occupied	0.0274328	0.0088000	0.0362328
Industrial Excess/Vacant Land	0.0219462	0.0088000	0.0307462
Industrial – Retained	0.0274328	0.0088000	0.0362328
Industrial Excess/Vacant Land – Retained	0.0219462	0.0088000	0.0307462
Landfill	0.0428672	0.0088000	0.0516672
Landfill – Retained	0.0428672	0.0088000	0.0516672
Pipelines	0.0108607	0.0080992	0.0189599
Farmland	0.0029985	0.0003825	0.0033810
Managed Forest	0.0029985	0.0003825	0.0033810
New Liskeard Business Improvement Area			0.0017099

The Corporation of the City of Temiskaming Shores
By-law No. 2023-046
Being a by-law with respect to water and sewer service rates

Whereas in accordance to Section 391(1) a municipality and a local board may pass by-laws imposing fees or charges on any class of persons,

(a) for services or activities provided or done by or on behalf of it; and

Whereas in accordance to Section 398 (2) of the Municipal Act, S.O. 2001, c.25, as amended, the treasurer of a local municipality may, and upon request of a local board whose area of jurisdiction includes any part of the municipality shall, add fees and charges imposed by the municipality, or local board, respectively, under this Part to the tax roll for the following property in the local municipality and collect them in the same manner as municipal taxes:

1. In the case of fees and charges for the supply of a public utility, the property to which the public utility was supplied; and

Whereas Council considered Administrative Report No. CS-015-2023 at the April 18, 2023 Regular Council meeting and directed staff to prepare the necessary by-laws utilizing the 2023 Tax Rates and Water/Sewer Rates, for consideration at the April 18, 2023 Regular Council meeting.

Now therefore the Council of The Corporation of the City of Temiskaming Shores deems it expedients to enact the following:

1. That the rates and charges with respect to water and sewer services are hereby set as per Schedules "A" and "B" hereto attached and forming part of this by-law.
2. That the provisions of this By-law shall come into force and take effect January 1, 2023.
3. That By-law No. 2022-080 with respect to rates and charges for water and sewer services is hereby repealed.

Read a first, second and third time and finally passed this 18th day of April, 2023.

Mayor

Clerk

Schedule "A"
2023 Schedule of Water & Sewer Rates

Roll Numbers 010-000-00000-0000 to 010-999-99999-9999 (New Liskeard)
and 030-000-00000-0000 to 030-999-99999-9999 (Haileybury)

<u>Domestic Water and Sewage Users</u>			
	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$546.29	\$464.35	\$1,010.64
Pool	\$58.74	\$49.93	\$108.67
<u>Business Operated out of Residential Units</u>			
	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$263.71	\$224.15	\$487.86
<u>Commercial/Industrial</u>			
	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$527.42	\$448.31	\$975.73
<u>Restaurants/licensed facilities</u>			
	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$1,052.08	\$894.27	\$1,946.35
<u>Hotels / Motels (each self Contained Unit)</u>			
	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$412.60	\$350.72	\$763.32
<u>Car Dealers</u>			
	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$1,052.08	\$894.27	\$1,946.35
<u>Rooming Houses:</u>			
<u>Basic Residential</u>	<u>Water only/unit</u>	<u>Sewer only/unit</u>	<u>Combined/unit</u>
Annual	\$546.29	\$464.35	\$1,010.64
<u>Each Add'l Room</u>			
Annual	\$102.07	\$86.76	\$188.83
<u>Schools (per student/staff)</u>			
	<u>Water only</u>	<u>Sewer only</u>	<u>Combined</u>
Annual	\$14.39	\$12.22	\$26.61

Sewage Service Rates

Sewage service rates shall be charged at a rate of eighty-five percent (85%) of the total water rate charges.

Metered Water Rates

Rates and Charges (Residential)

First 925,000 gallons	\$5.68/1,000 gallons
All additional gallons	\$3.71/1,000 gallons
Minimum Bill	\$546.29

Residential Rate (Multi Residential Dwelling)

First 925,000 gallons	\$5.68/1,000 gallons
All additional gallons	\$3.71/1,000 gallons
Minimum Bill	\$546.29 x half the number of residential units

Commercial, Institutional, & Industrial

First 925,000 gallons	\$4.12/1,000 gallons
All additional gallons	\$3.58/1,000 gallons
Minimum Bill	\$527.42

Combination of Residential and Commercial, Institutional & Industrial

First 925,000 gallons	\$5.68/1,000 gallons
All additional gallons	\$3.71/1,000 gallons
Minimum Bill	\$527.42 x half the number of units
Minimum Bill for Motels	\$527.42 x 35% of the number of units

Vacancy Rates

Units unoccupied for a period of at least three (3) consecutive calendar months with water service maintained are eligible for a reduction in the water/sewer rate.

The vacancy rate will take effect in the 4th month of the vacancy period.

50%/unit/month

<p><u>Water Service Off</u></p> <p>Properties with water service turned off by Public Works will be adjusted for the period that the water service is off.</p>	<p>Water Rate - \$0.00 Sewer Rate – 50% of applicable rate</p>
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<p><u>Water Meter Rentals</u></p>	
<p>Meter Size</p>	
5/8"	\$60.00
3/4"	\$60.00
1"	\$60.00
1 1/2"	\$96.00
2"	\$96.00
3"	\$216.00
4"	\$216.00
<p><u>Water Service Turn off or Turn on</u></p>	
-during regular hours	\$40.00 plus HST
-after regular hours	\$70.00 plus HST
<p><u>Bulk Water Charge</u></p>	
-Per Load up to 5,500L (based on tank size)	\$50.00 plus HST
-Each Additional 1000L	\$10.00 plus HST

Schedule "B"
2023 Schedule of Water and Sewage Rates

Roll Number 020-000-00000-0000 to 020-999-99999-9999 (Dymond)

<u>Water Rates</u>	
<u>Residential</u>	
Annual Fee	\$546.29/unit
Pool	\$58.74/unit
<u>Commercial Users</u>	
Small	\$527.42/unit
Medium	\$878.28/unit
Large	\$1,405.16/unit
Commercial Retail Outlet	\$95.80/employee
<u>Motels & Restaurants</u>	
Motels	\$133.57/unit
Motel Swimming Pool	\$11.14/unit
Health Club Swim Pool	\$22.52/member
Restaurant Dining Room	\$48.57/seat
Restaurant Tavern	\$27.75/seat
<u>Institution</u>	
Schools	\$14.39/student
<u>Meter Rates</u>	
Commercial, Institutional, & Industrial	
First 925,000 gallons	\$4.12/1,000 gallons
All additional gallons	\$3.58/1,000 gallons
Minimum Bill	\$527.42
<u>Sewage Service Rates</u>	
Sewage service rates shall be charged at a rate of eighty-five percent (85%) of the total water rate charges.	

The Corporation of the City of Temiskaming Shores

By-law No. 2023-047

Being a by-law to impose a Special Tax Levy under the City of Temiskaming Shores Solid Waste Management Program

Whereas under Section 8 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 9. (1) (a) and (b) of the Municipal Act 2001, S.O., 2001, c. 25, as amended, Section 8 shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues;

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

Whereas in accordance to Section 391(1) a municipality and a local board may pass by-laws imposing fees or charges on any class of persons; and

Whereas in accordance to Section 326 (1) of the Municipal Act, S.O. 2001, c.25, as amended, a municipality may by by-law identify a special service in which the residents and property owners will receive an additional benefit from a special service; and

Whereas Council for the City of Temiskaming Shores passed Resolution No. 2023-103 at the March 28, 2023 Special Meeting of Council and directed staff to prepare the necessary by-law to incorporate a two dollar (\$2.00) increase to the Special Tax Levy under the Solid Waste Diversion Program as presented within the 2023 budget, for consideration at the April 18, 2023 Regular Council Meeting.

Now therefore the Council of The Corporation of the City of Temiskaming Shores deems it expedients to enact the following:

1. That a Special Tax Levy for the Solid Waste Diversion Program be hereby set in the amount of \$38.00 per annum for those residential and commercial units that are provided with refuse and recycling bins.
2. That the provisions of this By-law shall come into force and take effect January 1, 2023.
3. That By-law No. 2014-172 with respect to a Special Tax Levy for the Enhanced Recycling Program is hereby repealed.
4. 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 18th day of April, 2023.

Mayor

Clerk

The Corporation of the City of Temiskaming Shores

By-law No. 2023-048

Being a by-law to enter into an agreement with Miller Paving Limited for the Supply and Stockpile of Granular “M”

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 reviewed Administrative Report No. PW-006-2023 at the April 18, 2023 Regular meeting of Council and directed staff to prepare the necessary by-law to enter into an agreement with Miller Paving Limited. for the Supply and Stockpile of Granular “M” for consideration at the April 18, 2023 Regular Meeting of Council; and

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

1. That Council authorizes the entering into an agreement with Miller Paving Limited to Store and Stockpile of a maximum 12,000 tonne of Granular “M” in the unit cost of \$12.95 per tonne plus applicable taxes, a copy of which is attached hereto as Schedule “A” and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 18th day of April 2023.

Mayor

Clerk



Schedule “A” to

By-law 2023-048

Agreement between

The Corporation of the City of Temiskaming Shores

and

Miller Paving Limited

To Store and Stockpile Granular “M”

This agreement made this 18th day of April, 2023

Between:

The Corporation of the City of Temiskaming Shores

(hereinafter called "the Owner")

and

Miller Paving Limited

(hereinafter called "the Contractor")

Witnesseth:

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

Article I:

The Contractor will:

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

**Corporation of the City of Temiskaming Shores
Supply and Stockpile Granular "M"
Tender No. PWO-RFT-002-2023**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement attached hereto as Appendix 01 and forming part of this agreement; and
- c) Complete, as certified by the Manager of Transportation Services, all the work by **June 30th, 2023.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid at a unit cost of Twelve Dollars and Ninety Five (\$12.95) per tonne, plus applicable taxes subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by post or telegram addressed as follows:

The Contractor: **Miller Paving Limited**
P.O. Box 248
New Liskeard, Ontario
P0J 1P0

The Owner: **Corporation of the City of
Temiskaming Shores**
P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

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

Remainder of this page left blank intentionally

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

Signed and Sealed in
the presence of

Miller Paving Limited

Dan McDonald, Regional Manager, Construction

Municipal Seal

**Corporation of the City of Temiskaming
Shores**

Mayor – Jeff Laferriere

Clerk – Kelly Conlin



Appendix 01 to
Schedule “A” to

By-law No. 2023-048

Form of Agreement

City of Temiskaming Shores
PWO-RFT-002-2023
Supply and Deliver Granular 'M'
Form of Tender

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

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


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

Item No.	Material	Quantity	Unit Price	Total
1	GRANULAR "M" 5/8, crushed, hauled and stockpiled at City of Temiskaming Shores property.	12,000 tonnes	\$12.95	\$155,400.00
SUB-TOTAL:				\$155,400.00
HST:				\$20,202.00
TOTAL				\$175,602.00

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

I/We shall endeavor to complete the work by **June 30th, 2023**.

The specifications have been read over and agreed to this 6 day of April 2023

Company Name Miller Paving Limited	Contact name (please print) Dan McDonald
Mailing Address 704024 Rockley Road, New Liskeard, ON	Title Regional Construction Manager
Postal Code P0J 1P0	Authorizing signature Jean-Pierre Breton "I have the authority to bind the company/corporation/partnership."
Telephone 705-647-4331	Fax 705-647-3611
Cell Phone if possible	Email 

Acknowledgement of Addenda

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

Bidder's Authorized Official: Jean-Pierre Breton

Title: Vice-President

Authorizing Signature: 

Date: April 6, 2023

Form 1 to be submitted.

**City of Temiskaming Shores
PWO-RFT-002-2023
Supply and Deliver Granular 'M'**

Non-Collusion Affidavit

I/ We Jean-Pierre Breton the undersigned am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such bid.

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

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

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

Dated at: New Liskeard this 6 day of April, 2023.

Signed:



Title:

Vice-President

Company Name:

Miller Paving Limited

Form 2 to be submitted.

**City of Temiskaming Shores
PWO-RFT-002-2023
Supply and Deliver Granular 'M'**

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 Tender 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 Tender submission or the contractual obligations under the Agreement.

List Situations:

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

Dated at: New Liskeard this 6 day of April, 2023.

Signature:



Bidder's Authorized Official:

Jean-Pierre Breton

Title:

Vice-President

Company Name:

Miller Paving Limited

Form 3 to be submitted.

**City of Temiskaming Shores
PWO-RFT-002-2023
Supply and Deliver Granular 'M'**

**Accessibility for Ontarians with Disabilities Act, 2005 Compliance
Agreement**

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

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

Name: Jean-Pierre Breton Company Name: Miller Paving Limited

Phone Number: 705-647-4331 Email: [REDACTED]

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

OR

I, _____, declare that I, or my company, are **NOT in full compliance** with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act, 2005, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, please visit: <https://www.ontario.ca/page/how-train-your-staff-accessibility>.

Form 4 to be submitted.

**City of Temiskaming Shores
PWO-RFT-002-2023
Supply and Deliver Granular 'M'**

List of Proposed Sub-Contractors

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

Name	Address	Component
N/A		

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

Dated at: New Liskeard this 6 day of April, 2023.

Signature:



Bidder's Authorized Official:

Jean-Pierre Breton

Title:

Vice-President

Company Name:

Miller Paving Limited

Form 5 to be submitted

The Corporation of the City of Temiskaming Shores

By-law No. 2023-049

Being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular meeting held on April 18, 2023

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

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

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

Whereas it is the desire of the Council of The Corporation of the City of Temiskaming Shores to confirm proceedings and By-laws.

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

1. That the actions of the Council at its Regular meeting held on **April 18, 2023** 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 18th day of April, 2023

Mayor

Clerk