



**The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, November 17, 2015**

6:00 P.M.

City Hall Council Chambers – 325 Farr Drive

Agenda

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

- 4. Approval of Agenda**

Draft Motion

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

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

- 6. Review and adoption of Council Minutes**

Draft Motion

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

- a) Regular Meeting of Council – November 3, 2015;
- b) Special Meeting of Council – November 10, 2015

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

7.1. *Zoning By-law Application – File No. ZBA-2015-07 (D)*

Subject Land: 998167 Highway 11 North (northeast corner of Hwy 11 & Toblers Road)

Purpose: To allow a bed and breakfast business in the home on the property.

8. **Question and Answer Period**

9. **Presentations / Delegations**

a) Peggy Harrison, President – Timiskaming Rod and Custom Club

Re: Earlton-Timiskaming Airport – Timiskaming Drag-N-Fly

10. **Communications**

a) Dan Mathieson, Chair - MPAC Board of Directors

Re: 2014 Enumeration Process – Final Results

Reference: Received for information

b) Dan Burns – Lakeshore Road

Re: Request for response to Concerns/Comments

Reference: Referred to the Municipal Clerk

c) Joel Locklin, Programs Operations Manager – Ministry of Agriculture, Food & Rural Affairs

Re: North Cobalt Water Looping Project selected to move to the Application Phase (File No. OCIF AC2-0286)

Reference: Received for information

- d) Gary McNamara, President – Association of Municipalities Ontario
Re: Federal Gas Tax – 2014 Annual Expenditure Report – Part 1
Reference: Received for information – available through Clerk's Office

- e) Elizabeth Bishop, Past President - IODE
Re: Thank you – 90 year service of IODE Memorial Lectern at Cenotaph
Reference: Received for information

- f) Rosemarie T. Leclair, Chair and CEO – Ontario Energy Board
Re: Launch - Ontario Electricity Support Program
Reference: Received for information

- g) Debbie Shaver, Senior Joint Use Programs Officer – Hydro One Networks
Re: CSA Overhead Lines Standards updated
Reference: Referred to the Directors of Public Works and Recreation Services

- h) Tracy MacPhee, Director of Passenger Services – Ontario Northland
Re: Motor Coach Schedule Changes
Reference: Received for Information

Draft Motion

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

11. Committees of Council – Community and Regional

Draft Motion

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

- a) Minutes of the OCWA Contract consultation meeting held on October 27, 2015;
- b) Minutes of the New Liskeard Business Improvement Area meeting held on July 20, 2015;
- c) Minutes of the New Liskeard Business Improvement Area meeting held on August 31, 2015;
- d) Minutes of the New Liskeard Business Improvement Area meeting held on October 15, 2015;
- e) Minutes of the Annual General Meeting of the New Liskeard Business Improvement Area meeting held on October 26, 2015;
- f) Minutes of the South Temiskaming Cultural Sustainability Project Committee meeting held on September 10, 2015; and
- g) Minutes of the Timiskaming Board of Health meeting held on October 7, 2015 and 3rd Quarter Report.

12. Committees of Council – Internal Departments

Draft Motion

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

- a) Minutes of the Protection to Persons and Property Committee meeting held on October 27, 2015;
- b) Minutes of the Recreation Services Committee meeting held on September 15, 2015;
- c) Minutes of the Public Works Committee meeting held on October 29, 2015;

13. Reports by Members of Council

14. Notice of Motions

15. New Business

a) Memo No. 019-2015-PW – Response to Mary Boyd – Sidewalk

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 019-2015-PW;

That Council directs the Director of Public Works to respond to Mrs. Boyd and advise her that the Public Works Department will address any safety concerns and remedial work resulting from their annual sidewalk inspections; and

That the Director of Public Works be directed to advise Mrs. Boyd that the reconstruction of the sidewalk has not been included as a priority in the City's Asset Management Plan.

b) Memo No. 020-2015-PW – Winter Operations Plan – Shift Schedule Amendment

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 020-2015-PW;

That Council hereby directs staff to prepare the necessary by-law to amend By-law No. 2015-191 being the 2015-16 Winter Operations Plan to replace Appendix N – 01 All Crews for consideration at the November 17, 2015 Regular Council meeting.

c) Memo No. 010-2015-RS – Partnership with Timiskaming Health Unit – Healthy Kids Community Challenge Program

Draft Motion

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 010-2015-RS; and

That Council direct staff to prepare the necessary by-law to enter into a partnership with the Timiskaming Health Unit for the adoption of a Partnership Commitment Charter for consideration at the December 1, 2015 Regular Council meeting.

d) Administrative Report No. RS-009-2015 – Marina Fees 2016 to 2018Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-009-2015; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2012-039 to adopt Marina Fee Schedule for 2016-2018 for consideration at the November 17, 2015 Regular Council meeting.

e) Release of Legal Opinion from Aird & Berlis, LLP – Shipping Containers & Plastic Shelters under the Building CodeDraft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby releases the Legal Opinion dated November 2, 2015 from the law firm of Aird & Berlis, LLP in regards to Shipping Containers / Plastic Shelters under the Building Code.

16. By-lawsDraft Motion

Be it resolved that:

By-law No. 2015-209 Being a by-law to Repeal By-law No. 2013-185 being a by-law to amend By-law No. 2012-084 as amended, being a by-law to regulate Property Standards for property within the Municipality – Temporary Plastic Shelters

By-law No. 2015-210 Being a by-law to adopt Terms of Reference for the New Liskeard Business Improvement Area – Board of Management

By-law No. 2015-211 Being a by-law to amend By-law No. 2015-030, as amended being a by-law to appoint community representatives to various Committees and Boards for the

2014-208 Term of Council – New Liskeard Business Improvement Area

By-law No. 2015-212 Being a by-law to amend By-law No. 2012-039, a by-law to adopt Schedules of Departmental User Fees and Services for the City of Temiskaming Shores – Schedule “D” – Bucke Park Fees and Marina Fees

By-law No. 2015-213 Being a by-law to amend By-law No. 2015-191 being a by-law to adopt the 2015-2016 Winter Operations Plan – Modifications to All Crew Schedule

be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that:

By-law No. 2015-209;

By-law No. 2015-210;

By-law No. 2015-211;

By-law No. 2015-212; and

By-law No. 2015-213;

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

17. Schedule of Meetings

- a) Special Council Meeting (Budget) – Tuesday, November 24, 2015 at 6:00 p.m.
- b) Regular Meeting of Council – Tuesday, December 1, 2015 at 6:00 p.m.
- c) Special Council Meeting (Budget) – Tuesday, December 8, 2015 at 6:00 p.m.
- d) Regular Meeting of Council – Tuesday, December 15, 2015 at 6:00 p.m.

18. Question and Answer Period

19. Closed Session

20. Confirming By-law

Draft Motion

Be it resolved that By-law No. 2015-214 being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Special Meeting held on **November 10, 2015** and its Regular Meeting held on **November 17, 2015** be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that By-law No. 2015-214 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

21. Adjournment

Draft Motion

Be it resolved that City Council adjourns at _____ pm.

Mayor – Carman Kidd

Clerk – David B. Treen



**The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, November 3, 2015**

6:00 P.M.

City Hall Council Chambers – 325 Farr Drive

Minutes

1. Call to Order

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

2. Roll Call

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

Also
Present: Christopher W. Oslund, City Manager
David B. Treen, Municipal Clerk
Doug Walsh, Director of Public Works
Tammie Caldwell, Director of Recreation
Shelly Zubyck, Director of Corporate Services
Karen Beauchamp, Director of Planning and Community Growth
Tim Uttley, Fire Chief
Laura-Lee MacLeod, Treasurer
Norm Desjardins, Chief Building Official

Regrets: Councillor Jeff Laferriere

Media: Diane Johnston, Temiskaming Speaker
Bill Buchberger, CJTT

Members of the Public Present: 15

3. Review of Revisions or Deletions to Agenda

Additions:

Under Item 15 – New Business add:

- p) Memo No. 037-2015-CGP – Stage 2 Application to NOHFC – Emergency Water Linking Project

Under Item 19 – Closed Session add:

- a) Under Section 239 (2) (f) of the Municipal Act, 2001 – advice subject to Solicitor-Client privilege – Temporary Shelters
- b) Under Section 239 (2) (e) of the Municipal Act, 2001 – potential litigation – Statement of Claim (Small Claims)
- c) Under Section 239 (2) (b) of the Municipal Act, 2001 – personal matters about an identifiable individual

Deletions:

Under Item 16 – By-laws delete:

By-law No. 2015-203 being a by-law to regulate the location and installation of Outdoor Boilers

Note: Administrative Report No. CGP-042-2015 recommends consideration at the November 17, 2015 Regular Council meeting; not November 3, 2015.

4. Approval of Agenda

Resolution No. 2015-600

Moved by: Councillor Whalen

Seconded by: Councillor Jelly

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

Carried

5. Disclosure of Pecuniary Interest and General Nature

Councillor Jelly disclosed a pecuniary interest in regards to Item 15 d) Administrative Report No. CGP-041-01-2015 – Purchase of Laneway from Jelly-Campbell – 112 May Street as well as with By-laws No. 2015-206 and No. 2015-207

6. Review and adoption of Council Minutes

Resolution No. 2015-601

Moved by: Councillor Foley

Seconded by: Councillor Jelly

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

- a) Regular Meeting of Council – October 20, 2015

Carried

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

None

8. Question and Answer Period

None

9. Presentations / Delegations

- a) Bruce Tomlin, Resident

Re: Unfair Taxation – Administrative Fees associated with Property Standards Notices

Mr. Tomlin, utilizing a powerpoint, outlined that his dispute started July 2014 when he received an order to dismantle his tent (plastic shelter). Mr. Tomlin eventually appealed to the Property Standards Committee and the order was upheld. Mr. Tomlin disagreed with converting the charges to the tax bill and stated that unless ordered by a judge, he would not be paying the tax in that way.

Mr. Tomlin, wanting not to have the charges on his tax bill stated that he proposed to divide the charges into seven equal amounts and has written a cheque to each member of Council and if willing they could endorse the cheque and hand it over to the City to pay the funds. Mr. Tomlin provided the Clerk with the cheques.

Mayor Kidd, thanked Mr. Tomlin for his presentation and outlined that the members of Council would not be accepting the cheques and that they would be returned.

- b) Mike Da Silva, Ratepayers Association

Re: Financial concerns

Mr. Da Silva, utilizing the overhead screen read through a letter from the Rate Payers Association dated November 3rd, 2015. Mr. Da Silva outlined that Rate Payers Association is steadily growing with a wide representation from residents, businesses and professionals. The Association is seeking to encourage good governance to improve living conditions and want to work in partnership with the Council.

Mr. Da Silva raised concerns with the shortage of Doctors in our area, use of consultants, use of public lands and the way tax dollars are being used and stated that they will address different concerns as they go along.

Mr. Da Silva spoke to the use of loans to purchase equipment and used the recent Fire Rescue Truck as an example. Understands it was a \$290,000 purchase from a Peterborough company and inquired as to the number of fires in Temiskaming Shores to warrant a purchase like this. The intention to spend half a million dollars annually on replacing fire trucks/equipment could be better used to improve roads and other issues in town. Mr. Da Silva commented that in business if you don't have the money outright to buy something, don't finance it, budget wisely.

Mayor Kidd thanked Mr. Da Silva for his presentation.

10. **Communications**

- a) Mary Boyd - Resident

Re: Disrepair of Sidewalk on Church Street

Reference: Referred to the Director of Public Works

- b) Olivera Radinovic, Environmental Planner – Hydro One

Re: Planned Wood Pole Replacement in Temiskaming Shores

Reference: Received for information

- c) Rate-Payers Association of Temiskaming Shores

Re: Request for Information – October 6, 2015 Council meeting

Reference: Referred to New Business

- d) Maureen Steward, Director / Curator – Temiskaming Art Gallery

Re: Exhibition Sponsorship Opportunity

Reference: Referred to 2016 Budget Process

- e) Designability – March of Dimes of Canada

Re: Invitation – Designability Program – November 26th, 2015 at Dymond Community Hall – 3:00 – 4:30 pm

Reference: Motion to be presented under New Business

- f) Judy Dotten

Re: Notice of Application submission to Health Canada for Medical Marihuana operation facility

Reference: Referred to the Director of Community Growth and Planning

Resolution No. 2015-602

Moved by: Councillor Whalen

Seconded by: Councillor McArthur

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

Carried

11. Committees of Council – Community and Regional

Resolution No. 2015-603

Moved by: Councillor Jelly

Seconded by: Councillor Foley

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

- a) Minutes of the Temiskaming Shores Public Library Board meeting held on June 18, 2015;

- b) Minutes of the Temiskaming Shores Public Library Board Information meeting held on September 17, 2015;
- c) Minutes of the Temiskaming Shores Public Library Board Electronic meeting held on September 18, 2015;
- d) Minutes of the Committee of Adjustment Committee meeting held on July 29, 2015;
- e) Minutes of the Property Standards Committee meeting held on September 30, 2015;
- f) Minutes of the Temiskaming Shores Accessibility Advisory Committee meeting held on October 21, 2015.

Carried

12. Committees of Council – Internal Departments

Resolution No. 2015-604

Moved by: Councillor Foley

Seconded by: Councillor Jelly

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

- a) Minutes of the Recreation Services Committee meeting held on June 8, 2015;
- b) Minutes of the Waste Management Advisory Committee meeting held on October 15, 2015;
- c) Minutes of the Corporate Services Committee meeting held on October 13, 2015.

Carried

13. Reports by Members of Council

None

14. Notice of Motions

Councillor McArthur presented the following motion:

Whereas the Ontario Municipal Act allows municipalities to operate by means of Committees of Council and Committee of the Whole;

And whereas Council for the Corporation of the City of Temiskaming Shores views Committee of the Whole as a more open and transparent form of government;

And whereas Council for the Corporation of the City of Temiskaming Shores wishes to ensure all members of Council are involved in all aspects of city governance;

And whereas Council for the Corporation of the City of Temiskaming Shores feels that the Committees of Council does not allow all members of Council equal and open access to city operations;

Therefore be it resolved that Council for the City of Temiskaming Shores revert to the Committee of the Whole form of representation;

And further be it resolved that this representation take effect January 1, 2016 and all procedures and effected by-laws and documents be amended for this change.

15. New Business

a) Designability – March of Dimes Workshop

Resolution No. 2015-605

Moved by: Councillor Foley

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of the invitation for the Designability Workshop scheduled for Thursday, November 26, 2015 at the Dymond Community Hall; and

That Council, as part of the Age Friendly initiative, hereby encourages all volunteers with skills working in wood, metal or plastic fabrication to participate in the Designability program with the objective of making products that allow daily activities for children and adults facing unique physical challenges easier thus increasing independence.

Carried

b) Memo No. 035-2015-CGP – Response to Rate Payers Association regarding Shelters

Resolution No. 2015-606

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 035-2015-CS;

That Council hereby directs staff to forward its response to the Rate Payers Association; and

That Council hereby directs staff to provide further details on staff time.

Carried

c) Memo No. 036-2015-CGP – Immigration Relocation Guide

Resolution No. 2015-607

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 036-2015-CGP; and

That Council further acknowledges that an Immigration Relocation Guide prepared in-house will be placed into circulation as well as available on the municipal website through funding provided by the North Bay and District Multicultural Centre.

Carried

d) Administrative Report No. CGP-041-01-2015 – Purchase of Laneway from Jelly-Campbell – 112 May Street

Councillor Jelly disclosed a pecuniary interest with Administrative Report No. CGP-041-01-2015 and left Council Chambers, thus did not participate in the discussion of the subject matter nor did he vote on Resolution No. 2015-607.

Resolution No. 2015-608

Moved by: Councillor Whalen

Seconded by: Councillor McArthur

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CGP-041-01-2015;

That Council agrees to purchase the laneway legally described as Part 1 on Plan 54R-1333 from Kim Campbell and Douglas Jelly for the price of \$2.00

and directs staff to prepare the necessary by-law for consideration at the November 3, 2015 Regular Council meeting;

That Council acknowledges it is acquiring the laneway to permit continued efficient and effective collection of solid waste receptacles by local residents and directs staff to prepare the necessary by-law for the assumption and establishment of maintenance of the laneway for consideration at the November 3, 2015 Regular Council meeting; and

That Council agrees to pay all legal costs, both the City's and the vendor's and to retain George Kemp of Kemp Pirie Crombeen to finalize the transaction.

Carried

e) Administrative Report No. CGP-042-2015 – Outdoor Boilers – Proposed By-law

Resolution No. 2015-609

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CGP-042-2015;

That Council directs staff to prepare the necessary by-law for regulating Outdoor Boilers for consideration of First and Second Reading (provisional by-law) at the November 17, 2015 Regular Council meeting; and

That Council directs staff to provide notice to the public of Council's intent to adopt a by-law to regulate Outdoor Boilers and to send the Provisional By-law to the Ministry of the Attorney General for approval of the Short Form Wording and Set Fines.

Carried

f) Administrative Report No. CGP-043-2015 – Zoning By-law Amendment No. ZBA-2015-06 (NL) North East Ontario Family and Children's Services

Resolution No. 2015-610

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CGP-043-2015;

That Council agrees to amend the provisions of the Town of New Liskeard Zoning By-law 2233 to permit the zone change from Medium Density Residential (R3) to Downtown Commercial (C2); and

That Council directs staff to prepare the necessary by-law to amend the Town of New Liskeard Zoning By-law 2233 for consideration at the November 3, 2015 Regular Council meeting.

Carried

g) Memo No. 009-2015-CS – Road Closure Request – Village Noel and Santa Claus Parade

Resolution No. 2015-611

Moved by: Councillor Hewitt

Seconded by: Councillor Whalen

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 009-2015-CS; and

That Council directs staff to prepare the necessary by-law for the temporary road closures for the Village Noel and Santa Claus Parade for consideration at the November 3, 2015 Regular Council meeting.

Carried

h) Administrative Report No. CS-034-2015 – Amendments to By-law No. 2008-160 (Procedural By-law)

Resolution No. 2015-612

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-034-2015;

That Council acknowledges the proposed amendments to the Procedural By-law and directs staff to prepare the necessary by-law to amend By-law No. 2008-160 for consideration at the December 15, 2015 Regular Council meeting; and

That Council directs staff to provide public notice of the proposed amendments in accordance with the City's Notice By-law (No. 2004-022).

Carried

i) Administrative Report No. CS-035-2015 – Performance Management and Appraisal Policy

Resolution No. 2015-613

Moved by: Councillor Whalen

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-035-2015; and

That Council directs staff prepare the necessary by-law to adopt a revised Performance Management and Appraisal Policy at the November 3, 2015 Regular Council meeting.

Carried

j) Administrative Report No. CS-036-2015 - Operations & Capital Financial Report

Resolution No. 2015-614

Moved by: Councillor Whalen

Seconded by: Councillor Jelly

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-036-2015 for information purposes.

Carried

k) Administrative Report No. CS-037-2015 – Waterfront Project Extension

Resolution No. 2015-615

Moved by: Councillor McArthur

Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-037-2015;

That Council directs the Treasurer to apply for an extension to NOHFC for funding agreement #950872 to March 31, 2017; and

That Council directs the Treasurer to apply for an extension to FedNor for funding agreement #851-806190 to March 31, 2017.

Carried

l) Memo No. 017-2015-PW – Response to Mr. Norm Fortin – Bay Street

Resolution No. 2015-616

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 017-2015-PW in response to concerns raised by Mr. Norm Fortin;

That Council further acknowledges that the continued use of the end of Bay Street for various operations within the Public Works Department is in the best interest of the City; and

That Council hereby directs the Clerk's Office to forward correspondence to Mr. Fortin declining his request.

Carried

m) Memo No. 018-2015-PW – Rate Increase for Recycling Agreement with Outside Municipalities

Resolution No. 2015-617

Moved by: Councillor Foley

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 018-2015-PW; and

That Council hereby approves a two percent (2%) increase to the \$250/12one rate for the acceptance of recyclable materials at the Spoke Transfer Station resulting in a \$255/12one rate commencing January 1, 2016.

Carried

n) Administrative Report No. PW-054-2015 – Equipment Rental – Tri-axle Trucks

Resolution No. 2015-618

Moved by: Councillor Jelly

Seconded by: Councillor McArthur

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-054-2015; and

That as outlined in Section 3.5 of the City's Purchasing Policy, Council approves the award of the Equipment Rental – Tri-axle Trucks for Snow Removal contract to *Loach Asphalt Ltd.* At the rate of \$69.00 per hour plus HST and directs staff to prepare the necessary by-law for consideration at the November 3, 2015 Regular Council meeting.

Carried

o) Administrative Report No. PW-055-2015 – Speed Reduction – Lakeshore Road South

Resolution No. 2015-619

Moved by: Councillor Hewitt

Seconded by: Councillor Jelly

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-055-2015;

That Council confirms support of the recommendation not to reduce the speed limit on Lakeshore Road, from Radley Hill Road southward;

That Council directs staff to install "Truck Turning" signs in the vicinity of New Liskeard Sheet Metal; and

That Council directs staff to provide a response to Mr. Walton regarding their decision and work with New Liskeard Sheet Metal in the development of a policy for the Company regarding reversing vehicles at this location.

Carried

p) Memo No. 037-2015-CGP – Stage 2 Application to NOHFC & Phase 2 Application to FedNor – Emergency Water Linking Project

Resolution No. 2015-620

Moved by: Councillor Jelly

Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 037-2015-CGP; and

That Council directs staff to proceed with the Stage 2 Application to the Northern Ontario Heritage Funding Corporation (NOHFC) and a Phase 2 Application to FedNor in the amount of \$1 million for each agency for the Emergency Water Linking Project; and

That Council acknowledges that the City is responsible for any project overruns beyond the funding received.

Carried

16. By-laws

Resolution No. 2015-621

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that:

By-law No. 2015-200 Being a by-law to adopt a Performance Management and Appraisal Policy

By-law No. 2015-201 Being a by-law to enter into an agreement with Larry and Jessica Breault for the operation of Bucke Park (2016-2018)

By-law No. 2015-202 Being a by-law to enter into an agreement with Loach Asphalt Ltd. for the Rental of Tri-axle Trucks within the City of Temiskaming Shores

By-law No. 2015-204 Being a by-law to enact Zoning by-law Amendment to rezone property from Medium Density Residential (R3) to Downtown Commercial (C2) in the Town of New Liskeard

Zoning By-law 2233 – 37 Paget Street (Plan M-11N.B. lots 10 and 11, Parcel 3736 SST) Roll No. 54-18-010-004-152.00

By-law No. 2015-205 Being a by-law to authorize Temporary Road Closures for the *Festival of Lights, Village Noel* and the *Santa Claus Parade*

be hereby introduced and given first and second reading.

Carried

Resolution No. 2015-622

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that:

By-law No. 2015-200;

By-law No. 2015-201;

By-law No. 2015-202;

By-law No. 2015-204;

By-law No. 2015-205;

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

Carried

Councillor Jelly disclosed a pecuniary interest with By-law No. 2015-206 and By-law No. 2015-207 and left Council Chambers, thus did not participate in the discussion of the subject matter nor did he vote on Resolution No. 2015-623 nor Resolution No. 2015-624.

Resolution No. 2015-623

Moved by: Councillor Whalen

Seconded by: Councillor McArthur

Be it resolved that:

By-law No. 2015-206 Being a by-law to authorize the Purchase of Land from Kim Campbell and Doug Jelly being a laneway abutting Elm Avenue shown on Part 1 on Plan 54R-1333

By-law No. 2015-207 Being a by-law for the assumption of a Highway for public use and the establishment of maintenance standards of the highway described as Part 1 on Plan 54R-1333 being a laneway abutting Elm Avenue in the City of Temiskaming Shores

be hereby introduced and given first and second reading.

Carried

Resolution No. 2015-624

Moved by: Councillor Whalen

Seconded by: Councillor Foley

Be it resolved that:

By-law No. 2015-206 and By-law No. 2015-207 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

Carried

17. Schedule of Meetings

- a) Regular Meeting of Council – Tuesday, November 17, 2015 at 6:00 p.m.
- b) Special Budget Meeting of Council – Tuesday, November 24, 2015 at 6:00 p.m.
- c) Regular Meeting of Council – Tuesday, December 1, 2015 at 6:00 p.m.

18. Question and Answer Period

None

19. Closed Session

Resolution No. 2015-625

Moved by: Councillor McArthur

Seconded by: Councillor Whalen

Be it resolved that Council agrees to convene in Closed Session at 7:15 p.m. to discuss the following matters:

- a) Under Section 239 (2) (f) of the Municipal Act, 2001 – advice subject to Solicitor-Client privilege – Temporary Shelters
- b) Under Section 239 (2) (e) of the Municipal Act, 2001 – potential litigation – Statement of Claim (Small Claims)
- c) Under Section 239 (2) (b) of the Municipal Act, 2001 – personal matters about an identifiable individual

Carried

Resolution No. 2015-626

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that Council agrees to rise with report at 8:58 p.m.

Carried

a) Under Section 239 (2) (f) of the Municipal Act, 2001 – advice subject to Solicitor-Client privilege – Temporary Shelters

Council reviewed a legal opinion provided by Aird & Berlis, LLP and agreed to issue a Press Release outlining Council's direction on the following:

- Allow shelters year round provided they satisfy Section 1.3.1.1 (5) of Division C of the Ontario Building Code; not more than 60 m², not attached to a building and more than 3 m from other structures;
- Amend zoning by-laws to incorporate policies regarding front yard, conditions for setbacks from lot lines, sight lines, etc.
- Refund administrative fees and order fees imposed;
- amend Property Standards By-law to repeal provisions relating to Temporary Shelters;
- Withdraw charges for those summoned to POA court.

b) Under Section 239 (2) (e) of the Municipal Act, 2001 – Potential Litigation – Statement of Claim (Small Claims)

Council was notified of a Statement of Claim and provided staff with Direction in closed.

c) Under Section 239 (2) (b) of the Municipal Act, 2001 – Personal matters about an identifiable individual

Council provided staff with Direction in closed.

20. Confirming By-law

Resolution No. 2015-627

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that By-law No. 2015-208 being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular Meeting held on **November 3, 2015** be hereby introduced and given first and second reading.

Carried

Resolution No. 2015-628

Moved by: Councillor Jelly

Seconded by: Councillor Hewitt

Be it resolved that By-law No. 2015-208 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

Carried

21. Adjournment

Resolution No. 2015-629

Moved by: Councillor Whalen

Seconded by: Councillor Foley

Be it resolved that City Council adjourns at 9:00 p.m.

Carried

Mayor – Carman Kidd

Clerk – David B. Treen



The Corporation of the City of Temiskaming Shores

Special Meeting of Council

Tuesday, November 10, 2015

5:30 P.M.

City Hall Council Chambers – 325 Farr Drive

Agenda

1. Call to Order

The meeting was called to order by Mayor Carman Kidd at 5:45 p.m.

2. Roll Call

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

Also
Present: Christopher W. Oslund, City Manager
David B. Treen, Municipal Clerk
Shelly Zubych, Director of Corporate Services

Regrets:

Media: None

Members of the Public Present: 0

3. Approval of Agenda

Resolution 2015-630

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

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

Carried

4. Declaration of Special Council Meeting

Resolution 2015-631

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores declares this meeting a “Special Meeting of Council” in accordance to Section 21.4 **Emergency Provision** of Procedural By-law No. 2008-160.

Carried

5. Disclosure of Pecuniary Interest and General Nature

None

6. Closed Session

Resolution 2015-632

Moved by: Councillor Whalen

Seconded by: Councillor McArthur

Be it resolved that Council agrees to convene in Closed Session at 5:47 pm to discuss the following matters:

- a) Under Section 239 (2) (b) of the Municipal Act, 2001 – personal matters about an identifiable individual

Carried

Resolution 2015-633

Moved by: Councillor Foley

Seconded by: Councillor Laferriere

Be it resolved that Council agrees to rise with report at 6:17 p.m.

Carried

a) Under Section 239 (2) (b) of the Municipal Act, 2001 – personal matters about an identifiable individual

Council provided staff with Direction in closed.

7. Adjournment

Resolution 2015-634

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that City Council adjourns at 6:18 p.m.

Carried

Mayor – Carman Kidd

Clerk – David B. Treen



Application for Zoning By-law Amendment

Notice of Complete Application And Notice of Statutory Public Hearing

Under Section 34 of the Planning Act, R.S.O. 1990 c.P.13

The City of Temiskaming Shores has received the following application to amend the Zoning By-law:

File #: ZBA-2015-07(D)
Owner: Nancy and Marcel Savoie
Property: 998167 Highway 11 North at the northeast corner of Highway 11 and Tobler's Road

A public hearing will be held to consider the Zoning By-law Amendment application:

Date: Tuesday, November 17, 2015
Time: 6:00 p.m.
Place: Council Chambers at City Hall, 325 Farr Drive, Haileybury

The purpose of the application is to allow a bed and breakfast business in the home on the property.

The property is designated Prime Agricultural Land in the City of Temiskaming Shores Official Plan and is Zoned Agriculture (A1) in the Township of Dymond Zoning By-law 984.



Any person may attend the public meeting and/or make written or verbal presentation to express support of, or opposition to, this application. If you are aware of any person who may be affected by this application, who has not received a copy of this notice, it would be appreciated if you would inform them of the application. Written comments on this application may be forwarded to the City prior to the hearing.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of Temiskaming Shores before the by-law is passed, the person or public body is not entitled to appeal the decision of the Council of City of Temiskaming Shores to the Ontario Municipal Board.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the City of Temiskaming Shores before the by-law is passed, the person or public body may not be added as a

party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

Additional information pertaining to the application is available for review between 8:30 a.m. and 4:30 p.m. at City Hall, or by contacting the undersigned.

Dated this 26th day of October, 2015.

Karen Beauchamp
City of Temiskaming Shores
325 Farr Drive PO Box 2050 Haileybury, ON P0J 1K0
Tel: 705-672-3363 ext. 4128 Fax: 705-672-2911
kbeauchamp@temiskamingshores.ca



Zoning By-law Amendment

Application No.: ZBA-2015-07 (D)

Owner: Marcel and Nancy Savoie

Subject Land:

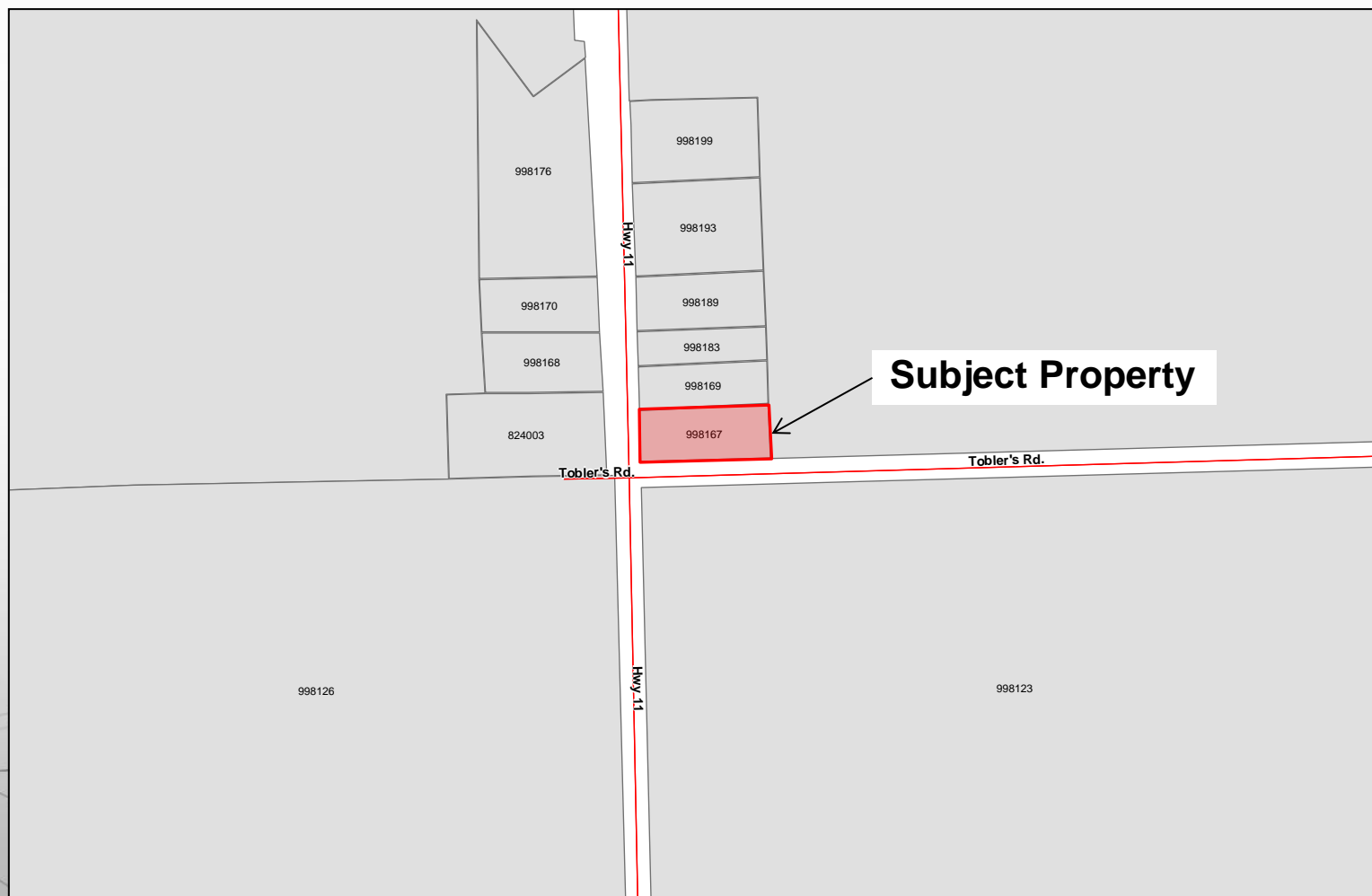
- 998167 Highway 11 North
- Dymond Concession 5 Part of Lot 9
- Part 5 on Plan 54R-1787
- Parcel 20046SST



Purpose of the Amendment

- The property is currently zoned Agriculture (A1)
- To allow an exception to the A1 Zone to permit the operation of a bed and breakfast business as a home occupation in the single detached dwelling on the property
- To allow 40% of the dwelling unit area to be dedicated to the home occupation

Public Meeting – Zoning By-law Amendment



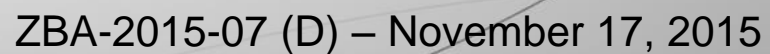
ZBA-2015-07 (D) – November 17, 2015

Public Meeting – Zoning By-law Amendment



ZBA-2015-07 (D) – November 17, 2015

City of • Ville de
**Temiskaming
Shores**
Discover a whole new Ontario • Découvrez un tout nouvel Ontario



Public Meeting – Zoning By-law Amendment



ZBA-2015-07 (D) – November 17, 2015

Public Meeting – Zoning By-law Amendment



ZBA-2015-07 (D) – November 17, 2015

Public Meeting – Zoning By-law Amendment





Current and Proposed Use

Current Use:

- Residential including single detached dwelling, garage, and other accessory structures

Proposed Use:

- Residential with a bed and breakfast business as a home occupation within the existing single detached dwelling



Official Plan Designation

- Designated Prime Agricultural Land in the City of Temiskaming Shores Official Plan
- Agriculture policies support home occupations provided they:
 - Are compatible with surrounding uses and do not hinder surrounding agricultural operations;
 - Are limited in scale;
 - Do not cause traffic or public health and safety concerns and provide safe access to abutting roads;
 - Comply with the Zoning By-law.



Current Zoning

- Zoned Agriculture (A1) in the Township of Dymond Zoning By-law 984
- 1.86 acre parcel that was created by consent in 1976
- Township of Dymond Zoning By-law was adopted in 1985
- Existing residential use is permitted
- A home occupation is permitted in the A1 zone provided it uses no more than 25% of the dwelling unit area



Proposed Zoning

- Agriculture Exception (A1-E)
- On this property:
 - A bed and breakfast business is considered a home occupation;
 - Allow for 40% of the dwelling unit area to be used for a home occupation



Additional Information

- The owners are converting the basement of the home to include 3 bedrooms with ensuites and a common room for the guests of the bed and breakfast.
- The entrance to the property from Tobler's Road will be relocated further away from the intersection of Highway 11 and Tobler's Road. An entrance permit will be required for the relocation.
- The owners have received approval from the Ministry of Transportation for a home occupation and a sign advertising the business. They have also applied to the City for a sign permit.



Additional Information

- The owners have received approval from the Timiskaming Health Unit for a new septic system to be installed in the Spring of 2016. They have permission to use the existing system until then.
- The owners have supplied well water quality and quantity records indicating that the water is suitable for the business.
- The owners have obtained a building permit to make the required renovations and have signed an affidavit confirming that they will not operate the bed and breakfast until the zoning by-law amendment is approved.

Public Meeting – Zoning By-law Amendment



Next Steps

- **December 1, 2015:** Administrative Report, Planning Report and Draft Zoning By-law Amendment to be presented to Council for their consideration. Council to consider giving 3 readings and passing the Zoning By-law Amendment
- **December 9, 2015:** Notice of Council's decision to be posted in the Temiskaming Speaker
- **December 29, 2015:** Appeal period expires
 - If there are no appeals, the Zoning By-law Amendment is in effect

On behalf of T.R.A.C.C we'd like to thank you Mayor and council for this opportunity to have our voices heard during this presentation.

History of Organization

Timiskaming Rod And Custom Club (TRACC) was formed in the 1970s as a social car club. TRACC has revived it and incorporated as a Not For Profit organization on April 19, 2001. Consisting of 15 volunteer members, 3 of which sit on the board of directors.

The Club was formed to organize and conduct a safe motor sports events. To enhance tourism, economics and a family oriented recreational events for the Timiskaming region. One of our main initiatives has been to continue the tradition of Drag Racing at the Earleton-Timiskaming Regional Airport. In August we hosted the "Temiskaming Drag N'Fly Summer Classic" ¼ Mile Drag Race. This exciting, fun filled family event will see 7 different classes of Drag Race participants raging from "Super Pro" to "JR Dragster", competing for the top 4 prizes in their respective classes.

In addition to the racing events, spectators can take in the "Show and Shine" competition and vote for their favorite car, truck or special interest vehicle, a concession area for food and souvenir vendors as well as a licensed refreshment area.

The importance of T.R.A.C.C. to our community

Tracc reaches out to other groups and supports other sporting or fundraising groups within our community such as Sister Margo's Jamaica group. This group makes a yearly trip to Jamaica in order to build a small house for the less fortunate. These's students come to our event take care of the garbage and clean up of the airport grounds for the weekend. This group also sets up a table as a vendor selling different articles as a fundraiser for their trip. TRACC in turn sponsor \$500.00 for the weekend of service, this \$500.00 helps theses student reach their fundraising goal. TRACC is also told that sometimes this \$500.00 makes a difference to a student who can't afford the initial cost of the trip. Our weekend makes a difference in students lives and learning experience (attached is a letter of support from Sister Margo). Also a list of all the other smaller non profit group that TRACC sponsors every year.

This past event we had the Haileybury figure skating club taking care of the parking as per donation from the spectators. This group of smiling kids did an amazing job. TRACC was told that the amount of money they made was the biggest fundraiser of the year and it also made a difference within the group it helps keeps some kids in the sport. The skating club

asked if they could have their same job for next year. Attached is a letter of support from skating club

We also get kids who do their volunteer hours for high school. They give up one weekend during their summer to help us which is great. We are all about positivity and recognition for great work, every year we award a student or students with a plaque for the amazing job that was done during our weekend. It is our way of saying thank you for your hard work, it hasn't gone unnoticed.

The Financial Impact of our event helps in multiple ways grocery stores, motels, gas stations. We always deal locally for printing material and trophies even when prices are slightly better in the south. Automotive parts stores also benefits whether it is a new race car build or just upgrades. Most racers buy their groceries at the Timiskaming Shores Walmart before heading get to Earleton. Gillies Restaurant is a big things with racers.

Financial Growth for the sport is growing, we've been seeing it in the past three years.

Weather it is a new sponsors, racers, spectators, vendors or exhibitors. This past event was an amazing turnout. Our exclusive food vendor come all the way from London Ont. She immediately took a liking to the aria and friendly people. She told us she would buy as much products as she can from our northern communities. She also wants her spot for next year. We had 11 exhibitors this year taking part of our event.

We had a count of 146 racers this year which is amazing after the stop and go we went through to get the event going. Our spectators on Saturday where amazing. I believe everyone came out and showed there was an interest in our event after all the problems we went through get our event going.

What does the airport gain from 3 days or drag racing? The year 2014 the airport made \$ 4,666.00 in hosting our event. This past year the airport badly needed funds made just over \$ 5,000.00 for 3 days of drag racing. This is one if not the most profitable weekend of the year for the airport. TRACC believes we are the only non-profit group that has to pay in order to use a public property.

This brings us to the issue of Operation Air Ornge. This past April a motion was brought forward at the MSB board meeting stating operation Ornge through a letter would not land at our airport if our event was on going. TRACC was not invited for that meeting. The motion was brought to the table and voted on. TRACC was denied the use of the airport for our event on false facts. **No such letter existed.**

This motion put TRACC in a bad spot, just a few months before our event. Monies where already spent and TRACC had to put a stop to our events preparations. The following month

we attended the MSB board meeting to represent our club and had a conversation on what the problems where. After our presentation and answering MSB boards questions and concerns. The board voted again and over turned their decision. All board members voted yes for our event to go one.(enclosed is a copy of both MSB board meetings)

Now here we are again fighting for our event over an issue that has been dealt with by the MSB board. We understand everyone's concern on this safety issue. We now have a letter from Air Ornge stating that they are willing to land on our secondary runway, which is one of the best secondary runway in the north to land on. They never had a problem with our event. They will land on our secondary runway as long as there are landing lights on it which there are. TRACC also offered extra lighting at night if needed for plane boarding. Air Ornge we're pleased with that offer. (enclosed is the letter from operation Ornge)

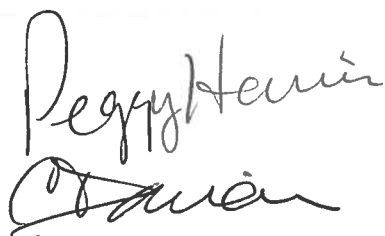
As far as liability we have our events insurance and waivers are signed. Areas are blocked off as per the airport wishes. I'd like to also mention we put our event and airport in the Guinness world record book. We are the holder of the world's longest wheel stand (wheely) for a distance of 763.4m (2,504 ft 7 in).

We are not the only club who uses an airport for a drag strip but we where the first one to do so. Kirkland Lake, Elliot Lake, Wawa and Terrace Bay are all a having amazing events because the surrounding municipalities are in full support of these events. You have received the information on Wawas economic impact. Wawa has a big event and they are always compared to us. They have hired a professional race promoter Arnie Malcom who brings in a large amount of cars, he's got them set as point chase. Wawas price purse is a lot bigger than ours. This past year Wawa brought in 171 racers and paid Mr Malcolm a good penny for his services and for his following of racers. We had 146 racers with no race promote. We are not that far behind. Tracc believes that our biggest problem is the lack of pay out on the bigger classes. When the town of Earlton started drag races Mr. Malcolm was the Race Promoter. When TRACC took over the drag racing from Armstrong Township we could not afford Mr. Malcom so we did it on our own. As a club we take pride in our event and achievements.

We'd like to thank you for letting us have our say. We hope we can continue with our event and have a partnership with our local airport and to get all municipalities involved. Enclosed is letters of support for our event and a petition that was signed to show the support we have

Yours truly

TRACC

A handwritten signature in black ink, appearing to read "Peggy Hearn". Below the main signature is a smaller, more stylized signature that appears to read "D. Hearn".

From: **Glen Oliphant** (goliphant@ornge.ca)
Sent: November-10-15 10:57:16 AM
To: 'Peggy Harrison' (p_harrison73@hotmail.com)
Cc: Jeffrey DeMille (jdeMille@ornge.ca)

Hi Peggy,

After review, it does not look like there will be any issues closing runway 26/08 as long as runway 16/34 remains open. Runway 16/34 is lighted according to the Canadian Flight Supplement and therefore we will be able to continue with day/night operations if necessary.

Cheers

Glen Oliphant
Aviation Compliance Officer

Ornge
647 428 2005 ext 4771 office
416 816 1735 cel.
647.428.2006 fax

To whom it may concern:

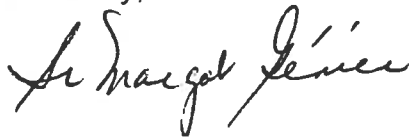
It has been brought to my attention that there are problems, this year with the Temiskaming Drag N Fly held annually at the Earlton Airport

This activity has brought people together to enjoy a beautiful weekend for speed-car lovers and families.

It has also been helpful to the "One Love Jamaica" group who has been doing some volunteer work keeping the grounds clean of all kinds of debris. In return, each year, the committee has made a donation to help the group build 12' x 12' houses in the slums of Kingston, Jamaica.

I just hope that the organizing committee and the committee for the airport will be able to iron out their differences and come up with the best solution for everybody involved.

Yours truly,

A handwritten signature in cursive script, appearing to read "Margaret Jones". The signature is written in dark ink and is positioned below the "Yours truly," text.

TRACC

Témiskaming Rod And Custom Club

BOX 546, Earleton, Ontario, P0J 1E0

Temiskaming Rod And Custom Club would like to send special thanks to our Sponsors for being with us throughout the years. Our pass events have grown due to your generous contribution. In turn, TRACC has given some of the proceeds to the Airport through a user fee. Many other non-profit organizations have also benefited. Here's a list of non-profit organizations that profit from TRACC donations.

Camp Quality Northern Ontario (Basing for Kids)
Community Living Temiskaming South (Walkathon)
Family and Children's Services
Franco Folie
Paroisse St-Jean Baptiste
Project Africa
Project Jamaica

Phone : 705-563-2471
E-mail : daviau69@hotmail.com
Web site : www.traccracing.com

Fundraiser

Actions

shannanjaredemma (shannanjaredemma@yahoo.ca)

Add to contacts

11/11/2015

To: Peggy



Good Evening.

I'm writing this email on behalf of our skating committee.

Our club Haileybury Figure Skating Club was asked to direct the cars for parking on Drag race weekend. Now even though it was by donation only our club was glad to have the the opportunity. We had an amazing experience and would do it again in a heart beat. Now given the good weather and turn out our club did amazing. This was a definite way for families to fundraise enough money to let their children continue to skate as the cost is rising. Without this opportunity a few may not have been able to skate this year. We hope this event can continue in our community for more years to come.

Thank you

Shannan Cowan Reinhardt



I would like to thank the TRACC Committee for supporting-Sponsoring me during the Miss Teen Ontario North 2015 pageant in Cochrane last October 2015. It was an honor to represent my hometown of Earleton Ontario. During that weekend, I have created memories that will last me a lifetime. Unfortunately, I did not take home the crown, but I take the title of first lady in waiting. I have been chosen to take part of team Northern Ontario during the modeling pageant Miss Perfect Canada 2016. It has been an amazing experience and I greatly encourage everyone to find their way to stand out in their community and with that being said TRACC with your support I was able to stand out and had the chance to experience this Thank you !

Natasha Roy



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

October 16, 2015

To: All Heads of Council

From: Dan Mathieson, Chair, MPAC Board of Directors

Subject: 2014 Enumeration Process – Final Results

As an elected official who understands the significance of the municipal and school board election processes and an unwavering commitment to represent everyone in the community you serve, I wanted to share with you the final results of the Municipal Property Assessment Corporation's (MPAC) 2014 Enumeration process. The results include the work completed to build the Preliminary List of Electors (PLE) and processing of Voters' List revisions submitted to MPAC following the October 27 municipal election.

In support of the Corporation's 2013-2016 Strategic Plan, MPAC took a more streamlined approach to collecting owner and occupant information and identifying eligible municipal and school board electors. While MPAC is not an elections agency, we recognize the need to utilize all available information to ensure that the PLE is as up-to-date and accurate as possible. As part of the enumeration process, MPAC made use of a number of third party data sources, including Elections Canada (National Register of Electors), Elections Ontario (including revisions from the June 12, 2014 provincial election) and the Ministry of Government Services (names of deceased persons).

In addition, MPAC introduced voterlookup.ca, a self-serve online application that enabled potential electors to confirm and/or update their personal information to ensure they would appear on the 2014 PLE.

There are two infographics we have created to capture the final results of the 2014 Enumeration which I encourage you to examine. The first is a high level provincial look at the roles and actions of the three phases in the process: Preliminary List of Electors, Voters' List, and Post-Election Processing. Among these results is the provincial PLE accuracy rate for 2014, which I am pleased to report is 87%. This is comparable to the 2010 result of 90% and was accomplished at less than a third of the cost.

The second infographic I believe will be of particular interest to you and your Council members. It is a high level snapshot of the results specific to your respective municipality including the number of potential electors identified, voterlookup.ca activity, the effects of using third party data sources and other data cleansing initiatives. Please refer to the attached consolidated results package for your municipality.

While we consider 2014 an overall success, it is important to recognize that MPAC is an assessment authority, not an elections agency. Therefore, as part of the current review of the *Municipal Elections Act, 1996* conducted by the Ministry of Municipal Affairs and Housing, and in collaboration with AMCTO and key government bodies such as Elections Ontario and the Ministry of Finance, we continue to explore available options for transitioning enumeration activities, including preparation of the Preliminary List of Electors, to another entity. This direction is fully supported by MPAC's Board of Directors and Executive Management Group.

This initiative aligns with the results of a 2013 MPAC sponsored IPSOS survey of public perceptions concerning municipal elections. The results were quite clear. When asked who respondents would most likely contact to confirm if they were on the Voters' List, only 1% identified MPAC as the responsible body. The most common choice was Elections Ontario at 27%, while 24% selected their local Municipal Office and another 18% identified Elections Canada.

As a result of membership surveys and their own deliberations, the AMCTO is strongly advocating that an electoral agency would be better positioned to provide the PLE for municipal elections.

I encourage all Heads of Council to contact me directly to discuss this issue and/or to provide additional ideas or proposals.

If you have any questions or comments, and/or would like to request a presentation for an upcoming Council meeting, please contact enumeration@mpac.ca.

Yours truly,



Dan Mathieson
Chair, MPAC Board of Directors

Attachment

Copy Municipal Clerks
Elections Ontario
Ministry of Finance
Ministry of Municipal Affairs and Housing
AMCTO
2014 Enumeration Team, MPAC
Executive Management Group, MPAC
MPAC Board of Directors
Antoni Wisniowski, President and Chief Administrative Officer, MPAC

Dan Burns
1277 Lakeshore Road South
Haileybury, Ontario
P0J 1K0

October 26, 2015

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

RE: RESPONSE TO CONCERNS/COMMENTS

Dear Mayor Kidd and Council:

On September 15, 2015 I made a presentation to Council. Unfortunately, my presentation did not result in any discussion or decision. I have no way of knowing if you have considered my suggestions and when I will receive a response. So, I have decided to write this letter and respectfully request a response to the following questions:

1. Will Council amend its Procedural By-law to restrict the Mayor to only vote when there is a tie vote cast?
2. Will Council amend its Procedural By-law to require a recorded vote on every resolution and by-law?
3. Will Council amend its Procedural By-law to permit the Clerk to summarize Council's discussion and incorporate those notes within your minutes?
4. Will Council amend its Procedural By-law to permit residents to make a presentation to Council without prior notice to the Clerk?

I look forward to Council discussing these matters fully and providing me with a response at your earliest convenience.

Sincerely,

Dan Burns



4th Floor
1 Stone Road West
Guelph, Ontario N1G 4Y2
Tél: 1-877-424-1300
Fax: 519 826-3398

4^e étage
1 Stone Road West
Guelph (Ontario) N1G 4Y2
Tél. : 1-877-424-1300
Télé. : 519 826-3398

Rural Programs Branch

November 4, 2015

Our File: OCIF AC2-0286

Christopher Oslund, City Manager
City of Temiskaming Shores
325 Farr Drive
Haileybury, Ontario
P0J 1K0
coslund@temiskamingshores.ca

Dear Christopher Oslund:

Re: Invitation to submit application under the second intake of the Ontario Community Infrastructure Fund (OCIF) application-based component

Thank you for the Expression of Interest (EOI) on behalf of the City of Temiskaming Shores for the second intake of the OCIF.

We are pleased to inform you that your project proposal was selected to move forward to the application phase.

Note that an invitation to the application phase does not guarantee approval of funding.

The application form is attached. You will have until **Wednesday, December 16, 2015 at 5:00 p.m. (EST)** to complete the application form and return it, quoting your file number, OCIF AC2-0286, in the subject line. The completed application must be accompanied by any recent updates to your community's comprehensive asset management plan, as well as any other relevant supporting documentation.

Under this program, grants will be flowed based on the achievement of project milestones rather than on a receipts basis. In order to support this, the following points will apply if your project is approved:

- The Contribution Agreement (CA) must be signed by the applicant and returned to the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) NO LATER THAN Friday, March 11, 2016.



- A council/Local Services Board (LSB) resolution must accompany the CA. **As approvals are anticipated in February, you may require a special council meeting in order to meet the timelines noted.** Failure to do so can result in the loss of funding.
- Any required aboriginal consultations on the project should be done prior to the start of the project. Successful applicants will be asked to submit preliminary information on ongoing or possible aboriginal consultations.
- The breakdown of costs by fiscal year and the dates you provide in section 3 of the application will be used to populate your CA. For this reason, it is very important that the information is accurate.
- Construction (substantial performance) for all approved projects must be completed no later than December 31, 2017.

Should you have any questions, please do not hesitate to call the contact centre at 1-877-424-1300 or email OCIF@ontario.ca.

Sincerely,



Joel Locklin
Manager, Program Operations

Attachment: application template

October 14, 2015

Carman Kidd
Mayor
City of Temiskaming Shores
325 Farr Drive
Haileybury, ON P0J 1K0

RECEIVED
OCT 20 2015

Dear Mayor Kidd:

As you know, the Association of Municipalities of Ontario (AMO) administers the federal Gas Tax Fund for all Ontario municipalities, except the City of Toronto. The attached Report for the year ending December 31, 2014 tells the story of how the federal Gas Tax Fund is at work across our Province. Not including the City of Toronto, Ontario's municipal governments invested \$561 million in more than 1,200 infrastructure projects worth more than \$4 billion in 2014.

AMO administers the Gas Tax Fund on a per capita basis, meaning that municipalities are aware of their future funding allocations and can budget accordingly. This unique arrangement is the result of a federal-municipal partnership that is more than 10 years old and benefits all municipalities in Ontario.

In 2014 AMO signed a new Agreement with the Government of Canada for an additional 10 years. The Agreement builds on the Fund's strengths with new features, including increased flexibility, new requirements for asset management planning and new project categories to invest in. You can learn more about the new Agreement on page 17.

The new Agreement also puts a greater emphasis on communications. Turn to page 19 for more information about how AMO and the municipalities are working hard to promote the benefits of the federal Gas Tax Fund across Ontario.

We encourage you to share this Report with your local Council. You can also visit www.gastaxatwork.ca at any time and find the Gas Tax projects in your community by searching our project map.

The federal Gas Tax Fund is one of the only permanent, predictable and stable sources of funding for municipal infrastructure. The Fund is improving the quality of life in our municipalities and helping to make Ontario a fantastic place to live, work, visit and do business.

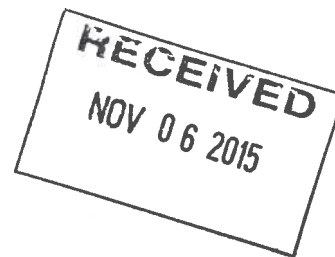
Should you have any questions, please feel free to contact AMO's Executive Director, Pat Vanini at 416-971-9856 or pvanini@amo.on.ca.

Sincerely,



Gary McNamara
AMO President

Attachment



IODe)

PATRON, HER MAJESTY THE QUEEN

FOUNDED IN CANADA, 1900

Mayor Carman Kidd & Council of the City of Temiskaming Shores

November 5, 2015

Farr Drive,

Haileybury, On. POJ IKO

To Your Worship Mayor Carman Kidd and Council,

On behalf of all past Members of the IODE Haileybury Chapter, I would like to thank you for honouring the 90 years of service of our IODE with the installation of the Memorial Lectern at the Haileybury Cenotaph Park. This gesture is really appreciated and will form a permanent reminder of the Chapter's contribution to the town and area, as well as (we hope) a useful and attractive addition to this beautiful little Park.

We understand The Haileybury Legion has suggested that the dedication of this Memorial be included in the D-Day Services at the Cenotaph Park next June 5, 2016, along with the rededication of the repaired and updated Haileybury Cenotaph.

Sincerely,

Elizabeth Bishop

Past President, Haileybury Chapter IODE

Nov 17/15



November 4, 2015

ATTENTION: MUNICIPAL COUNCIL MEMBERS

Re: Request to help share information about the new Ontario Electricity Support Program

I am pleased to confirm that the Ontario Energy Board has launched and begun accepting applications for the Ontario Electricity Support Program – a program designed to help reduce electricity bills for low income households. The program starts in 2016 and provides a monthly on-bill credit for eligible households. For more program information, visit **OntarioElectricitySupport.ca**.

In order to help spread the word about this new program, I've attached an informational package of digital marketing materials. I ask that you use these materials to help make your constituents aware of the program to help us reach as many people as possible and ensure a high program enrolment.

Electronic copies of marketing materials are available in PDF files at this weblink:
<http://goo.gl/vHSA91>

- Your Login: **agencyuser**
- Your Password: **1j3h4pmpd**

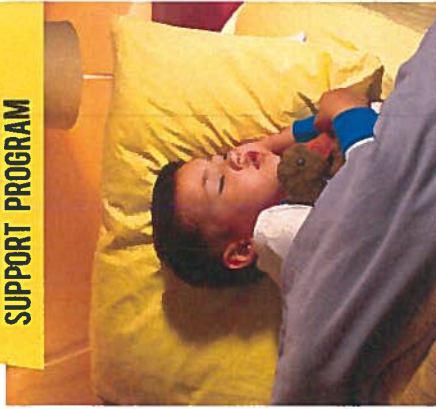
Thank you for your help in promoting the Ontario Electricity Support Program.

A handwritten signature in black ink, appearing to read "Rosemarie T. Leclair".

Rosemarie T. Leclair
Chair and Chief Executive Officer

THERE'S HELP FOR LOW-INCOME HOUSEHOLDS

ONTARIO ELECTRICITY SUPPORT PROGRAM



DO YOU QUALIFY?



If you are a customer of an electricity utility and in a lower-income home, you may qualify for a reduction on your electricity bill through the Ontario Electricity Support Program (OESP).

YOU COULD RECEIVE A CREDIT ON YOUR ELECTRICITY BILL

Beginning in 2016, the OESP will reduce the cost of your household electricity by applying a monthly credit directly to your bill.

WHAT SUPPORT COULD YOU RECEIVE?

The amount of the credit you receive depends on two factors:

- How many people live in your home and
- Your combined household income

For example, a home with four people and an annual income of \$37,000 will receive an on-bill credit of \$34 each month.

OESP CREDIT AMOUNTS

Level of Household Income (\$)	Number of people living in home						
	1	2	3	4	5	6	7
28,000 or less	\$30	\$30	\$34	\$38	\$42	\$50	\$50
28,001–39,000			\$30	\$34	\$38	\$42	\$50
39,001–48,000					\$30	\$34	\$38
48,001–52,000						\$30	\$30

Note: Amount of credit is subject to regulatory approval and may change.

If your home is electrically heated, or you rely on medical devices requiring a lot of electricity, OESP offers a higher level of assistance. First Nations and Métis will also qualify for a higher level of assistance.

READY TO APPLY?

1 Gather up the following:

- Your electricity bill
- Birthdates and names of all residents in your home as registered with the Canada Revenue Agency
- Social Insurance Numbers, Individual Tax Numbers, or temporary taxation numbers for residents over the age of 16

2 Visit our website:

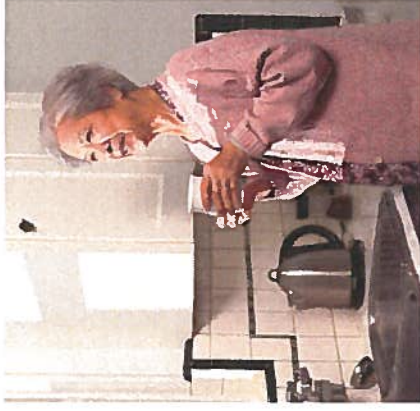
OntarioElectricitySupport.ca

3 Complete the online application (you will see it on the home page). Print and sign the consent form and mail it to the address provided on our website.

You will be notified of eligibility after your application and signed consent form have been reviewed.

If eligible, the credit will appear directly on your electricity bill in about six to eight weeks from the date of approval. You will receive OESP for two years before having to reapply.

Please note: If you have not filed an income tax return recently, or if your situation has changed since you last filed, you can apply for OESP through a designated agency listed on our website. You will need to bring all of the documents listed in Step 1 above, plus proof of your household income.



NEW ONTARIO ELECTRICITY SUPPORT PROGRAM

CONTACT US

1-855-831-8151

(toll free within Ontario)

1-800-855-1155 (TTY to TTY)

Or contact your local electricity utility.

OntarioElectricitySupport.ca

NEWSFLASH

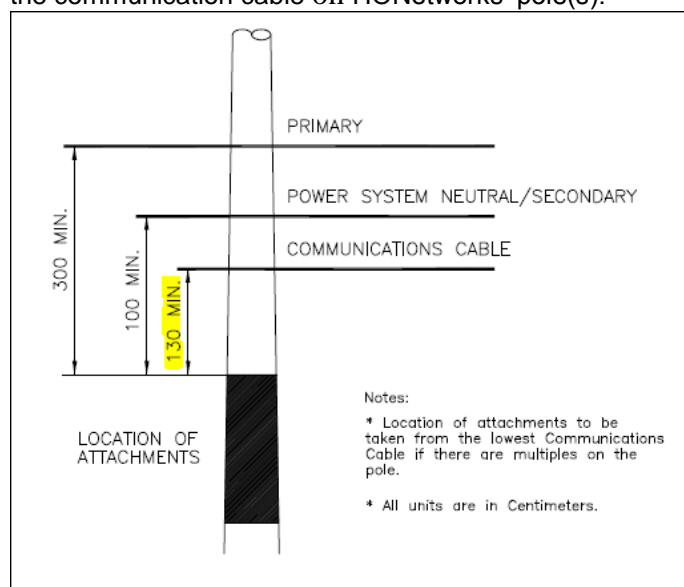
CSA Overhead Lines Standards Have Been Revised to reflect a change in the Working Space November 2015

Attention Municipal Joint Use Partner:

The Canadian Standards Association has updated their Overhead Lines Standards effective June 2015.

Effective immediately, the, *Canadian Standard Association Standard C22.3 No.1-15 "Overhead systems"*, must be adhered to for all your design, construction and maintenance practices.

The new 2015 edition of CSA 22.3 No.1-15 "Overhead system", stipulates that the working space has changed from 1.0 metres to 1.3 metres. The working space is the space below the lowest communication attachment. The Standard in Section 4.1.5 of CSA 22.3 No.1-15 dictates that all municipal attachments such as Seasonal Decorations, Decorative Lighting, Banner and Streamers are to be installed at least **1.3 metres** below the communication cable on HONetworks' pole(s).



We hope this helps to clarify the change in the Standards.

Please review and if you have any questions or concerns email ExternalJointUse@HydroOne.com or call the contacts below.

Thanks,

Debbie Shaver
Senior Joint Use Programs Officer
(877) 878-1871 Ext. 3304
Debbie.Shaver@HydroOne.com

Tien Vu
Joint Use Programs Officer
(905) 875-2508 Ext. 3346
Tien.Vu@HydroOne.com

Ontario Northland

555 Oak Street East, 555, rue Oak est
North Bay, Ontario North Bay (Ontario)
P1B 8L3 P1B 8L3

1.800.363.7512
www.ontarionorthland.ca

1011
RECEIVED

NOV 10 2015

November 2nd, 2015

Mayor Carman Kidd
PO Box 2050
325 Farr Drive
Haileybury ON P0J 1K0

Dear Mayor Kidd,

We would like to advise you of upcoming motor coach schedule changes that will take effect on Sunday, November 15, 2015.

Customers are being notified of these changes this week. Passenger Notices will be posted on our website, in our stations and agencies, and through the media.

We have carefully considered travel patterns and connections throughout our service territory to ensure customers can still travel between communities in the same day. Due to low ridership, the following routes will have changes:

- Cochrane to Iroquois Falls/Matheson – 1 trip per day at 8:15 a.m. (previously 2 trips per day); *Average 4.7 passengers on cancelled route*
- Cochrane to Timmins – 2 trips per day departing at 7:45 a.m. and 10:45 p.m. (previously 3 trips per day); *Average 4 passengers on cancelled route*
- Timmins to Cochrane – 2 trips per day departing at 6:25 a.m. and 10:30 p.m. (previously 3 trips per day); *Average 4.3 passengers on cancelled route*
- Hearst to Kapuskasing - departures from Hearst on Monday, Wednesday, Saturday at 5:00 a.m., (previously daily service); *Average 3.5 passengers on cancelled route*
- Motor coach service between Kapuskasing and Cochrane will continue to be operated daily;
- Timmins to Sudbury – departure at 9:15 a.m. instead of 11:30 a.m.
- North Bay to Timmins – departure at 7:00 a.m. instead of 5:00 a.m.

Please consult our website for complete details on our new schedules for your community.

This is all part of the necessary transformation to ensure sustainable employment, continued economic growth, and a strong transportation network in Northeastern Ontario. Our motor coach services are vital to Northern Ontario and we look forward to continuing to service your community.

Best Regards,



Tracy MacPhee
Director of Passenger Services
tracy.macphee@ontarionorthland.ca
705.472.4500 ext. 335

Nov 17/15

1. Call to Order

The meeting was called to order at 9:06 AM

2. Roll Call

PRESENT:	Carman Kidd, Mayor; Doug Jelly, Councillor; Doug Walsh, Director of Public Works, Mike Del Monte, Cluster Manager – OCWA; Steve Burnett – Technical and Environmental Compliance Coordinator; Eddie Hillman, OCWA and Kelly Conlin, Executive Assistant
REGRETS:	Robert Beaudoin, Environmental Superintendent

3. Review of Previous Minutes

The minutes of the September 23, 2015 Contract Consultation Meeting with Operating Authority were reviewed.

4. Unfinished Business

FACILITIES

4.1 North Cobalt Wastewater Lagoon – 543083 Proctors Road

Vegetation Issues

Previous Discussion:

Staff will be including an annual amount in the budget to address ongoing vegetation issues. Steve Burnett also suggested that there may be a request for the purchase of equipment to assist with the removal of vegetation. Eddie Hillman also noted that the weeds are quite bad in the lagoon.

Discussion:

OCWA is recommending that the City consider acquiring a high hoe in order to remove the vegetation. Upon a site visit, OCWA has discovered that capacity is being affected because of the vegetation and extensive work is required.

4.2 Station St. Sanitary Lift Station

Trailer Dumping Station

Discussion:

The trailer dumping station will be winterized shortly. The City's Building Maintenance staff will ensure this task is completed.

Repairs are also required for the sign, as well as having it relocated further off the road to ensure it is not hit by trailers or the wing of the snow plow.

4.3 Groom Drive

Discussion:

The portable generator at this facility is malfunctioning and parts have been ordered for repairs. A rental unit was placed at the facility for the scheduled power outage on October 25th.

4.4 Haileybury Mechanical Wastewater Plant – 275 View St

Grinder

Previous Discussion:

In order to improve efficiencies within Cell No. 1, Steve Burnett has issued a PO for the purchase of a grinder, as there is only one company that can install the unit properly with the current configuration. The current chlorine pumps are not discharging enough chlorine, therefore replacement pumps are on order.

Discussion:

The grinder has not arrived as of yet but is expected within the next couple of weeks. Currently, OCWA staff are still dealing with the issues with the chlorine pumps, but believe the issue may be resolved by adding a direct chlorine line.

Sludge

Previous Discussion:

The pump has been returned into service. OCWA will be obtaining quotes for sludge hauling later this month.

Discussion:

OCWA is still working on obtaining quotes for the sludge hauling. Once received, OCWA will forward them to Steve Burnett for consideration.

Fencing

Previous Discussion:

Adjustments are still required. City staff will ensure they are made.

Discussion:

On going

4.5 Farr Drive Pumping Station

Previous Discussion

The pumps have arrived (7 weeks later than anticipated). One pump will be installed today and the other next week. Issues have been discovered with the height of the pumps and lack of thermal or leak detection sensors. Steve has been in contact with the company that supplied the pumps and is working on a resolving the issues.

Discussion:

OCWA reported that one pump is installed and running well, with the second pump being installed within the next week.

4.6 Haileybury Water Treatment Plant – 322 Browning St

High Lift Pump – New

Previous Discussion:

At this point, staff and OCWA are unsure if they will proceed with the change over this year.

Discussion:

The high lift pump will be considered within the 2016 budget along with the replacement of the remaining low lift pumps.

Security

Previous Discussion:

Work is ongoing.

Discussion:

On going

4.7 Haileybury Reservoir – Niven St.

Discussion:

OCWA has requested that landscaping work be completed at this facility in 2016.

4.8 New Liskeard/Dymond Waste Water Lagoon – 177304 Bedard Rd.

MOE Inspection Notes

Previous Discussion

The ECA was denied due to lack of detailed design. At this time, staff is unsure of exactly what detail is required, however is working with the MOE to obtain more information.

Discussion:

Steve Burnett has been contacted by EXP in regards to the two potential files being opened by the Ministry of Environment for the ECA at the lagoon.

Annual Maintenance

Previous Discussion:

The annual maintenance is now complete. OCWA reported that there were more issues than anticipated in regards to sludge building up, specifically in the first cell. This could be as result of limited ferric usage that could in turn cause the settling around the lines. Moving forward, the recommendation will be to have the aeration lines maintained every 2-3 years for sludge build up.

Discussion:

Steve Burnett will be following up with Nelson Environmental regarding the status of a report of the work completed.

4.9 Montgomery Sanitary Lift Station

Previous Discussion:

The camera installation at the facility is now complete.

Discussion:

No update

4.10 Cedar St. Sanitary Lift Station

Control Panel Replacement

Previous Discussion:

Bob Beaudoin will ensure that a backhoe is sent to address the roots.

Discussion:

City staff is anticipating being on site with a backhoe next week.

Grease

Previous Discussion:

The grit channels will be cleaned during the upcoming facility cleanout. Eddie will ensure that before and after photos are taken.

Discussion:

The grit channels have been cleaned and according to OCWA, were not as full as previous cleanings.

4.11 Goodman Sanitary Lift Station – 132 Jaffray St.

Previous Discussion:

Camera installation at the facility is now complete.

Discussion:

No update

4.12 New Liskeard Water Treatment Plant – 305 McCamus Ave.

Upgrades for Looping Project

Previous Discussion:

OCWA will be installing a pump next week as part of the looping project.

Discussion:

OCWA reported that two pumps have been installed after repairs to both pumps were required for vibrations. OCWA is hopeful the VFD drives will arrive and be installed within the next couple weeks, at which time; the singer valves can be removed.

4.13 New Liskeard Water Reservoir-177102 Shepherdson Rd.

Reservoir Shutdown

Previous Discussion:

Due to repairs at the reservoir, the Town of New Liskeard will be on a Boil Water Advisory starting on September 29th to allow for staff to do necessary upgrades.

Discussion:

OCWA will be completing additional upgrades in where a partial shutdown will be required. OCWA and City staff have had discussions with the Timiskaming Health Unit and it was determined that a second Boil Water Advisory would not be required if proper notification and sampling was done

4.14 Dymond Water Treatment Plant – 286 Raymond St

Plant Upgrades

Previous Discussion:

Due to installation of a pipe as part of the looping project, Dymond Twp. will be on a Boil Water Advisory effect September 28th.

Discussion

OCWA reported that the internal piping as part of the looping project is being plumbed this week and should take approximately two days.

4.15 Gray Road Sanitary Lift Station – 783495 Gray Rd

Previous Discussion:

The easement agreement has been signed and staff will be proceeding with the Expression of Interest Application submission for September 30, 2015.

Discussion

On going. Doug Walsh did inform the Committee that the Ministry has requested further information.

4.16 Niven St Pumping Station

Discussion:

No update

5. MOE Compliance Issues

This section reviews a number of issues based on the binder compiled and kept at the Public Works Office (Engineering). The numbers are based on the system established within the binder.

TS-012/TS-027/TS-134/TS-146: Inspection and cleaning of reservoirs

Mike Del Monte forwarded information from an inspection company to Dave Treen and they are interested in providing a presentation on their products to various municipalities in the area.

Perhaps a demonstration could be provided at the Haileybury reservoir, and Steve Burnett will follow-up with Dave Treen as to when the presentation could be held.

Dave Treen created and will implement an operating procedure regarding the inspection and cleaning of reservoirs. The Committee discussed incorporating the procedure into the Drinking Water Quality Management System (DWQMS), and Mike Del Monte recommended referencing the procedure on an “as needed” basis. It has been determined that the reservoirs will be cleaned in 2016. – **ON GOING**

Water Works By-Law

Previous Discussion:

Many unresolved MOE Compliance issues are related to administrative features associated with the various water distribution systems which will be alleviated upon adoption of a water works by-law. A water leakage program was discussed and the use of a leak detection device. It was noted that work on this by-law is in draft form, and is on-going and will likely move forward after the asset management plan is completed. **ON-GOING**

6. Communications Upgrades

Previous Discussion

Work is ongoing and will be completed before the end of 2015. Steve will be contacting OCWA for up to date invoicing for the project.

Discussion:

Phase 2/3 is now complete. Phase 3 work will commence in 2016.

7. Bucke Park

Previous Discussion:

The reconfiguration of the system is ongoing. Currently, staff is waiting on the delivery of one transmitter. Within the next few weeks, the system will be shut down for the season with work on distribution to camp sites in 2016. Staff also reported that the arsenic removal system is working well.

Discussion:

The water system has now been winterized and the arsenic removal system has been shut down and is being stored off site. Steve Burnett will speak with Recreation staff to ensure there is a proper clean-up around the water building.

8. Schedule of Meetings

The next scheduled contract meeting with OCWA is will be on November 24th at 9:00 AM

9. Adjournment

The Contract Consultation Meeting with Operating Authority – OCWA meeting is adjourned at 10:16 AM



New Liskeard BIA
Box 2050
Haileybury, ON P0J 1K0
Ph: (705) 672-3363 Ext: 4224
Fax: (705) 647-8688
bianewliskeard@gmail.com

BIA MEETING MINUTES

**Monday, July 20th, 2015
6:00 P.M.**

Pool/Fitness Center

Present: Janet Spencer (Member), Joline Rivard (Member) James Frank, Patricia Hewitt (Council) Jennifer Brazeau (Coordinator)

Absent: Tammy Penner (Member)

Meeting Called to Order at 6:21 p.m.

Agenda: Motion to accept agenda by Jennifer Brazeau. Second: Joline Rivard
CARRIED.

Approval of Minutes: Motion to accept Minutes from March 26th and June 22nd by Jennifer Brazeau. Second: Joline Rivard.

Correspondence:

Jennifer received a phone call from Mr. Caruso regarding tree trimming downtown. He also has requested a copy of our budget. The committee as a whole agreed that he, as well as the rest of the BIA should have access to our budget (the simplified version) so they all know where there money is being used. As for the tree situation, Jennifer had talked to Doug Walsh about it, and he said that the trees will be pruned on an "as needed" basis, instead of the "every two years" agreement Caruso mentioned. Mr. Walsh added that the last time they pruned too early, the city received more complaints about it than praise, so they've left it up to the experts on when to prune.

Tammy had brought another tree issue up with Jennifer last week. She had heard that there were tree's being removed in our downtown, and not being replaced. Jennifer asked James if he had heard anything about this, and he had not. Janet suggested Jennifer head downtown and make notes on where the existing trees are located, as well as note where trees have been removed and not replaced. Also determining what species of trees are planted downtown would be an important thing to be aware of.

Karen Beauchamp emailed Jennifer letting us know that Brian and Joanne Aitchison of the Telus/Surnet building will be starting a landscaping project on the Paget Street side of the building. They have removed the Cedar tree out back, and will be building terraced planters, planting shrubs and flowers and will be adding interlocking beside and behind the building. They have begun work this past weekend. There is a possibility there will be some inconvenience for store owners and shoppers. City Council supports the project, and they've entered into an Encroachment agreement with the owner to construct the gardens on city property at no cost to the city.

Karen also sent Jennifer a list of road improvements in our area, one of which will be the milling and re-paving of Armstrong Street from the bridge to Whitewood Ave., and Whitewood, from the bank corner up to Paget Street. I will be contacting our downtown businesses to remind them of the work. Karen mentioned that the work might be done overnight, however James added that that would be an extra expense, and that the work could be completed over a 2 day span and most likely will be done during daylight hours.

Patricia arrived to the meeting at 6:32 p.m.

Treasurers Report:

Our totals for Summerfest 2015:

Donations/Vendor payments: \$1925.00

Entertainment: \$10219.30

Advertising: \$571.08

Flowers from Northern Terra: \$411.11

Tax Write-offs: \$89.64

Equipment: \$24.27

Colouring Contest: \$28.25

Total cost of Summerfest: \$9418.65

Jennifer brought the bill for Janet's colouring contest prints from the Speaker to the meeting. Janet still has no problem paying for them, as she has in past years, however is o.k. with the BIA covering it for her this year.

SUMMERFEST RECAP:

Everyone had positive feedback on Summerfest this year. All around, the committee was happy with the entertainment for the kids, the face painting, and the participation of the Farmer's Market. Joline added that the Skating Club would like to host a BBQ next year as they did very well this year with their cotton candy.

A few of the negative comments made where the possibility of more notice for business owners next year for our Summerfest "Up the Hill" as some people had no idea that it was only on the Saturday. Patricia spoke with Annik at Findlay's and mentioned that she would be interested in the store being more involved next year as long as she had reasonable notice. We talked about getting the word out in the paper a little earlier next year. Also, we mentioned talking to Jeff Thompson about the city blocking off the area we decide to use next year so it is closed off to parked cars a little better.

Jennifer brought up a complaint that was made about the fries being served at Taylor Fries, and that they were undercooked. No one else had heard of any complaints, so we will leave it for now, and keep our ears open next year.

Janet had mentioned that her colouring contest was not as successful as last year, which may have been from it not making it into the paper early enough.

Thoughts of asking the Centre du Sante about having their set up at Summerfest instead of bikers next year as they may have better luck with location.

Patricia brought up the topic of limiting dogs at Summerfest, which led to discussing whether or not smoking is actually permitted at events such as this.

While on the topic of Summerfest, we started talking about the fireworks display, and Patricia and James discussed the possibility of training a NL Firefighter on pyrotechnics to save the city money on hiring a pro.

Village Noel:

Jennifer attended a VN "meeting" at the Haileybury Golf Club last Tuesday, however it was only an announcement being made by Jay Aspin about funds being given to ACFO and the Temiskaming Art Gallery. The committee agreed that it is a good idea that Jennifer continues to attend such meetings and announcements. Jen is looking forward to the next VN meeting, and will be attending them on behalf of the BIA.

Update from the Coordinator:

Jennifer has been working on the BIA's Terms of Reference. Each committee member was given a copy of her rough draft and will be providing feedback on what needs to be

added or changed. Patricia and James requested email copies so they can critique online.

Jennifer has also been working on a newsletter that will be sent out monthly to our BIA members. Along with the newsletter, Janet suggested adding an explanation over the flower situation be added, as well as a picture of Jennifer introducing herself.

Jennifer added that she will be attending the grand opening for Maison Moderne on Thursday, July 23rd.

New Business:

Jennifer and Tammy had a discussion last week about fall decorations. Janet let Jennifer know that Larry Craig is the contact for cornstalks that we put up each year. We thought this year we could possible create our own Scarecrows to go along with the corn stalks. Fall fair is on September 18th and 19th, so looking into decorations is something that should be started shortly. Going forward with this, we began discussing ideas for fall events. Together we came up with possibly having a Scarecrow contest for Fall Fair, and a public pumpkin contest around Thanksgiving. We thought we would encourage downtown businesses to carve their own pumpkins and display them in store windows as well, and we would have someone go around on a specific day and choose a winner.

We began seriously discussing the Wine and Cheese evening we began talking about at our last meeting. The committee believes that Country Kitchen would be the best location for the evening as it is a central location, and they are not usually open for dinner, so we would not be impeding. Jennifer will call and see if we can book the restaurant on October 1st. We discussed having the event from 5-7 p.m. or 4:30-7 p.m. Joline and Janet thought a "Suggestion box" would be a great addition to our evening, and it would be a casual event with wine, snacks/appetizers, alcohol for purchase, and maybe treats provided by other businesses, upon approval from Country Kitchen. Possibly recognizing VIP's in our downtown may be an idea, Joline thought. Jennifer will create a "members package" that will be handed out to everyone, and it will contain a copy of the budget, information to help members better understand the value of the BIA, and an application to join the committee. If for whatever reason Country Kitchen is not available for us, we discussed either looking into the Curling Club lounge, or even Roosters, however we would like to keep it within our boundaries. We also discussed Lucky Loi as a location as well. Once all is said and done, Jennifer will put a "Save the date" in the BIA newsletter.

James had spoken to a friend of the Empire Theater's owner about the BIA possibly supporting summer matinees again as in past years. James and Jennifer will meet with this person and see if they can come up with something. We thought of offering a \$500 donation that the theater can put towards pop or popcorn, or possibly admission. We

will see what the theater owner thinks of this. If all goes well, and we make an agreement with the theater, Jennifer will talk about it on her upcoming CJTT 7:30 chat on Monday, July 27th.

Tammy had tried to get a hold of Felicity Wok about the flags that we were supposed to have hung downtown instead of flowers this summer. She was unsuccessful, however, we will still look into this further.

Jennifer was asked to make a sign for our door for meetings. She will also ask Jeff if he would like a sign as well.

Date of next meeting: August 31st, 2015

Adjournment: Motion to adjourn meeting at 7:55 p.m. by Joline Rivard. SECOND: Janet Spencer



New Liskeard BIA
Box 2050
Haileybury, ON P0J 1K0
Ph: (705) 672-3363 Ext: 4224
Fax: (705) 647-8688
bianewliskeard@gmail.com

BIA MEETING MINUTES

**Monday, August 31st, 2015
6:00 P.M.**

Community Centre upstairs boardroom

Present: Janet Spencer (Member), Joline Rivard (Member) James Frank, Patricia Hewitt (Council) Jennifer Brazeau (Coordinator)

Absent: Tammy Penner (Member)

Meeting Called to Order at 5:57 p.m.

Agenda: Motion to accept agenda: Janet Spencer. Second: Joline Rivard CARRIED.

Approval of Minutes: Motion to accept Minutes from July 20th, 2015: Janet Spencer Second: Joline Rivard.

Correspondence:

"Downtown Promotion Reporter" sample newsletter was brought to the table by Jennifer Brazeau. A copy had been sent to her, as well as James Frank and Karen Beauchamp at City Hall. They both sent their copies to the BIA.

Treasurers Report:

Tammy Penner (Treasurer) was absent, however, a Cheque Request form was brought to the table by Jennifer Brazeau in the amount of \$500 for the Empire Theater Matinee sponsorship this August.

Jennifer will be getting feedback from the Theater to see if our sponsorship benefited them.

Village Noel Meeting:

Jennifer did a quick recap of the VNT Meeting her and Tammy Penner attended in August. No news to report.

Update from the Coordinator:

Flags Downtown: Some members had still not seen the flags that Beescapes hung in our downtown. They are there, and special thanks was mentioned for Mitch Lafreniere for putting them up.

Facebook and Twitter: Jennifer was asked to create an Instagram account for the BIA to compliment the other Social Media platforms we use.

Terms of Reference: A final copy of the TOR was given to each committee member, and there are still suggestions coming in as to how to improve it before it is passed over to council. Patricia also asked if Jennifer could get and/all previous meeting minutes ready to be handed to council as well.

Trees and Shrubs: Jennifer visited Lei's Landscaping for pricing/info on trees, shrubs and plants for next year. The Committee agreed that we would put out a tender for the trees to find the best price. Patricia suggested a motion for the trees to be taken care of by the city.

AGM:

The decision was made to move the AGM from Country Kitchen to the Horne Granite Centre as the owners of Country Kitchen have left town for two weeks, therefor inhibiting our ability to further plan the event. We will still ask Country Kitchen if they would like to cater for the meeting.

It was decided that we would use nametags at the AGM, and that we would research a few giveaways, one being an Apple iPod instead of asking for donations of gift cards and merchandise from BIA businesses.

It was decided that we would have a suggestion box available at the AGM, as well as a business card drop so we can begin a new, updated BIA directory.

Invitation templates were brought to the table by Jennifer, and it was decided that we would stick with simple invites, and they would be printed and handed out as soon as possible.

BIA MAP:

Jennifer brought mapping details to the table. Work was done with the help of Karen Beauchamp at City Hall on August 26th. Jennifer was asked to contact Dave Treen to see if he has access to a larger, more detailed map of the BIA boundaries. If not, Jennifer will look into having the current map blown up for the AGM.

ADVERTISING:

Jennifer is to contact Barry Phippen to see if he has come up with anything for our billboards so we can bring that info to the AGM.

NEW BUSINESS:

Jennifer will be spearheading the Thanksgiving Scavenger hunt with the help of Joline. It was decided that we would do our best to encourage BIA businesses to decorate their storefronts instead of having any sort of decorating contest for the Fall Fair.

Jennifer will be doing a 7:30 chat on Sept 1st and will be chatting about fall decorating/Fall Fair enthusiasm, our newsletter, and the AGM. She is to book a chat with CJTT as close to the AGM as she can to remind everyone.

DATE OF NEXT MEETING:

TBD amongst Janet Spencer, Joline Rivard, Tammy Penner and Jennifer Brazeau. James Frank and Patricia Hewitt will attend if they are available.

ADJOURNMENT: Time: 7:47 p.m. by Jennifer Brazeau. Second: Janet Spencer



New Liskeard BIA
Box 2050
Haileybury, ON P0J 1K0
Ph: (705) 672-3363 Ext: 4224
Fax: (705) 647-8688
bianewliskeard@gmail.com

NEW LISKEARD BIA
REGULAR MEETING OF DIRECTORS
Thursday, October 15th, 2015 - 6:00 P.M.
Pool/Fitness Center

MINUTES

1. CALL TO ORDER

- Meeting called to order at 6:03 P.M.

2. ROLL CALL

MEMBERS:

☐ Janet Spencer ☐ Tammy Penner ☐ Joline Rivard

☐ Patricia Hewitt (Councillor)

SUPPORT STAFF

☐ Jennifer Brazeau, Business Development Coordinator

☐ James Franks, Economic Development Officer

- Guests: None

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- Not applicable

3.1 REVIEW OF AMENDMENTS FROM PAST MEETING MINUTES

- July 20th amendment of Summerfest expense list. DJ Bros added to list of expenses at a cost of \$350.00
- July 20th amendment of Summerfest sponsor list. Complete list added to minutes:

1. Findlay's Drugstore - \$250.00 – Cheque number 010025
2. Ramsay Law Office - \$150.00 – Cheque number 022842
3. Phippen Waste Management - \$250.00 – Cheque number 005799
4. Dr. J.S. McKnight - \$250.00 – Cheque number 29534

4. APPROVAL OF AGENDA

Moved by: Janet Spencer
Seconded by: Tammy Penner

Be it resolved that:

- The agenda for the October 15th, 2015 New Liskeard Business Improvement Area Board meeting me approved as printed/amended.

CARRIED

5. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- Not applicable

6. REVIEW AND ADOPTION OF PREVIOUS MINUTES

Moved by: Janet Spencer

Seconded by: Tammy Penner

Be it resolved that:

- The Minutes for the August 31st, 2015 New Liskeard Business Improvement Area (BIA) Board meeting be approved as printed/amended.

CARRIED

7. TRESURERS REPORT

Moved by: Tammy Penner

Seconded by: Janet Spencer

- Total Funds Spent since last meeting:
 1. Mr. Gas – Gift certificate for Wine and Cheese - \$50.00
 2. Giant Tiger – Gift certificate for Wine and Cheese - \$50.00
 3. Office Pro – Supplies for Wine and Cheese - \$66.14
 4. Office Pro – Supplies for Wine and Cheese - \$27.88
 5. Janet Spencer – Chartrand's GC and Misc supplies for W&C - \$68.41
 6. Jennifer Brazeau – Misc supplies for W&C - \$39.55
 7. Country Kitchen catering for W&C - \$1,500.00
 8. Horne Granite Centre – Hall rental - \$226.00

Pending Invoices since last meeting:

1. Phippen Signs – Rental/Permit fee for highway billboards - \$1,118.70

8. UNFINISHED BUSINESS

8.1 Wine and Cheese Overview/follow up

Moved by: Janet Spencerr

Seconded by: Joline Rivard

Whereas the BIA Board planned and implemented a Wine and Cheese evening for its business owners and property owners, be it resolved that the board hold a discussion to follow up on the evening, and fill in board members who could not attend on details such as turnout, information shared, and over all experience.

CARRIED

Members of the board felt it was a success and there was a very large turnout. Information presented was well accepted by everyone, and feedback was very positive. All around, the board felt like it was money well spent, and that it was a great way to say thank you to our local businesses for their continued support. The board agreed that if such an event is planned once again in the future, that quotes for catering would be presented to the board before any specific vendor is chosen.

8.2 Billboard and Logo

Moved by: Tammy Penner

Seconded by: Janet Spencer

Whereas two designs plus our current design were showcased at our Wine and Cheese evening, none of which were highly sought after, and

Whereas new logo ideas were also brought to the table, and

Whereas the Board had asked Phippen signs to come up with a design and was given one design on the house, and

Whereas contact was made to Lyndsay Merkley of Merk Designs regarding a contract with her to design the BIA with a new logo that could go on the billboard design at a price of \$300 for 1 logo; which includes various file types, formats & colours needed. To create 3 different logos the cost would be \$500, which will include 3 different logos to start and all the bells & whistles for the final chosen logo.

Therefore, be it resolved that a decision needs to be made as to whether or not the board will hire Phippen signs to complete an actual contract to design the BIA

a new highway sign, or if the BIA hires Merk Designs to create an entire look for our logo and billboard and have Phippen signs print the design.

DEFEATED

It was decided that Jennifer would contact Lyndsay Merkley of Merk Designs and ask for a quote for 3 billboard designs.

8.3 Annual General Meeting

Moved by: Janet Spencer

Seconded by: Joline Rivard

Whereas the BIA board has not provided an Annual General Meeting for the membership in quite some time, and

Whereas the 2015 Business Improvement Area Annual General Meeting has been published under the Community Bulletin within the Temiskaming Speaker for the 26th of October, and

Whereas the Coordinator is responsible for preparing an agenda.

It is therefore recommended that the board conduct a discussion regarding agenda topics, presentation, and overall flow of the AGM.

CARRIED

Discussion was had about how voting would take place at the AGM. It was decided that Nomination/vote cards would be created and handed out the evening of the AGM.

Jennifer was to talk to Denise Williams at the Speaker about doing an editorial for the Wine and Cheese evening as well as the addition of AGM highlights.

**Janet Spencer departed at 7:23

8.4 RADIO ADVERTISING

Moved by: Tammy Penner

Seconded by: Joline Rivard

Whereas the BIA budget allows for radio advertising to be purchased, and

Whereas quotes from CJTT FM, CJKL FM and CKVM FM have been collected for November advertising for the New Liskeard BIA AS A WHOLE (not individual businesses), and

Whereas these are the current quotes that have been collected from CJTT and CJKL:

4 commercials per day X 5 days X 11 weeks = 220 commercials, it would cost \$3817.00 and you could get the same number of spots on CJKL for an additional \$1908.00

4 commercials per days X 5 day for 10 weeks = 200 commercials, it would cost \$3470.00 and the same number of spots on CJKL it would cost \$1735.00

4 commercials per day X 5 days X 9 weeks = 180 commercials, it would cost \$3123.00 and for the same number of spots on CJKL it would cost \$1561.50, and

Whereas CKVM has agreed to match the price of 180 commercials that CJTT has provided.

Therefore be it resolved that the BIA Board accepts to purchase radio advertising from either CJTT FM only, CJTT and CJKL together, or CJTT, CJKL and CKVM (all 3) for November advertising of the Downtown.

DEFEATED

8.5 Village Noel

Moved by: Tammy Penner

Seconded by: Joline Rivard

Whereas in 2014, the BIA Board sponsored Sleigh Rides provided by Guetan Cauchon during Village Noel 2014, and

Whereas the BIA Board has funding available to offer Sleigh Rides once again for 2015.

Therefore be it resolved that the BIA Board recommends once again sponsoring Sleigh Rides for Village Noel 2015 at a cost of \$125 per hour (Travel time and hourly rate are the same). If we do the same as 2014, the cost would be 6 hours @ \$125 = \$750 plus tax.

DEFEATED

The decision to pass on the sleigh rides was due to them not happening in the BIA. The board is looking into an inflatable, the photographer again and ice sculptures that would happen in the BIA core.

8.6 Scavenger Hunt Follow-up

Moved by: Tammy Penner

Seconded by: Joline Rivard

Whereas the BIA hosted the annual Thanksgiving Scavenger Hunt, approached BIA businesses to donate gift certificates towards the prize in exchange for a “clue” in the hunt, and received an impressive response from downtown businesses to participate.

Therefore, be it resolved that the BIA board will hold a discussion to follow up on the hunt, its successes, its downfalls, and what we can add to the list for next year’s hunt.

CARRIED

The Thanksgiving Scavenger Hunt was a great success once again this year. With 39 participating teams, and over \$350 in prizes handed out, we feel like this event should be a staple for the BIA.

8.7 Trees for the Downtown

Moved by: Tammy Penner

Seconded by: Joline Rivard

Whereas within the BIA there are trees that need to be replaced, and

Whereas Tammy Penner and Jennifer Brazeau have both spoken with Andrea Leis from Leis Landscaping Yard about working together to replace said missing and/or neglected trees.

Therefore be it resolved that the BIA Board holds discussion on what route to take next in the process of replanting trees within the downtown core.

CARRIED

9. New Business

9.1 Celebrate Ontario

Moved by: Joline Rivard

Seconded by: Tammy Penner

Whereas James Franks brought this funding opportunity to the BIA Board’s attention, and

Whereas there is information needed for the application for the Celebrate Ontario funding.

Therefore be it resolved that the BIA Coordinator recommends assistance from James Franks in completing the application to give us the best chance in receiving funding.

DEFEATED

It was discussed that the board would look into Tourism event marketing partnerships for 2016, and possibly look into Celebrate Ontario for 2017 as Celebrate Ontario funds very large festivals and events. Celebrate Ontario may not be right for BIA events.

9.2 Coordinator Position

Moved by: Tammy Penner

Seconded by: Joline Rivard

Whereas Jennifer Brazeau will be beginning her maternity leave as of December 18th, 2015 (tentative), and

Whereas a 6 month Contract position for Business Development Coordinator has been posted on the Temiskaming Shores Facebook page, and

Whereas Jennifer Brazeau has inquired with Shelly Zubyck about how the transition will affect the BIA Board budget, and

Whereas it has been noted that if the BIA Board requires an overlap of Coordinators, the BIA Board will be responsible for covering the wages of the new Coordinator until Jennifer is officially finished.

Therefore be it resolved that the BIA Board recommends hiring a Coordinator, and have that Coordinator overlap for a few days so Jennifer can help him/her get settled into his/her new position.

CARRIED

10. REPORTS BY COORDINATOR OR COMMITTEE MEMBERS

- Not applicable

11. SCHEDULING OF MEETINGS

- The BIA Board agrees to meet on November 4th at 6:00 in the Pool Fitness Centre board room.

12. ITEMS FOR FUTURE MEETINGS

- Discussion to continue about possible weekly gift certificate giveaway.
- Discussion about replanting trees in our downtown.

13. ADJOURNMENT

Moved by: Tammy Penner

Seconded by: Joline Rivard

Be it resolved that:

- The New Liskeard BIA Board adjourns at 9:30 P.M.

CARRIED



New Liskeard BIA
Box 2050
Haileybury, ON P0J 1K0
Ph: (705) 672-3363 Ext: 4224
Fax: (705) 647-8688
bianewliskeard@gmail.com

NEW LISKEARD BIA
ANNUAL GENERAL MEETING
Monday, October 26st, 2015
7:00 P.M.

Community Hall, New Liskeard

MINUTES

1. CALL TO ORDER

- Meeting called to order at 7:02 P.M.

2. ROLL CALL

☐ Janet Spencer ☐ Tammy Penner ☐ Joline Rivard

☐ Patricia Hewitt

Support Staff

☐ James Franks, Economic Development Officer

☐ Jennifer Brazeau, Business Development Coordinator

GUESTS: Michele Lamoureux, Rebecca Hunt, Josee Sansoucy, Bea Demarce, Amber Elliot, Kathy Armstrong, Chuck Durrant, James Franks, Andy Ringuette, Devon Teeple, Penny Durrant.

3. PRESENTATION

- Introduction: Janet Spencer

Janet introduced the existing board members and the coordinator.

- Presentation: Joline Rivard

Joline Rivard presented 5 important BIA related topics: Budget, Flowers/Beautification, Radio ads/billboards, Events/Contests, and Summerfest.

Following the presentation, discussions were had regarding the important matters. It has been noted that funds collected should be focused on beautification in the downtown, and marketing strategies should be put on hold. It has also been noted that advertising efforts via radio and billboard/logo should be put on hold.

Discussion regarding Summerfest and other possible downtown events took place. Some BIA members voiced their opinions regarding the dislike of the current date that Summerfest takes place. Talk of a possible date change took place. Members thought of creating a few different choices for Summerfest, and then present them to the entire membership for feedback. Talk of possibly revamping Summerfest but continuing to hold it on the same weekend also took place.

4. VOTE OF NEW DIRECTORS

Each person in attendance received a ballot and voted on their 4 preferred candidates, and votes were counted after the meeting was adjourned.

5. QUESTION PERIOD

Michele Lamoureux asked if businesses were planning on moving to holiday hours now that November is upon us. Her store will be open from 12-4pm on Sunday's, and open until 8pm on Friday's for November and December, and hopes other businesses will consider similar hours.

Janet Spencer brought up the idea of changing the BIA boundaries in the future. More of this will need to be discussed at future BIA board meetings.

Joline Rivard made her resignation official, and informed the group that she is departing due to a new chapter in her career.

6. ADJOURNMENT

- Meeting adjourned at 8:37 P.M.

Moved by: Janet Spencer Seconded by: Joline Rivard

**THE CORPORATION OF THE CITY OF TEMISKAMING SHORES
SOUTH TEMISKAMING CULTURAL SUSTAINABILITY PROJECT COMMITTEE MEETING**

Thursday, September 10th, 2015 – 9:30 A.M.

New Liskeard Boardroom – City Hall

MINUTES (DRAFT)

1. CALL TO ORDER

- Meeting called to order at 9:38 A.M.

2. ROLL CALL

MEMBERS:

☐ Réjeanne Massie - Chairperson ☐ Anne-Denise Mejaki – Vice-Chairperson

☒ Mike McArthur (Councillor) ☒ Rebecca Desmarais

☒ Stephanie King-McLaren

SUPPORT STAFF:

☒ Courtney Tresidder, Cultural Coordinator

☒ James Franks, Economic Development Officer

- Guests: Felicity Buckell, Local Consultant (Millier Dickinson Blais)

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- 8.8 Advertising request from Temiskaming Art Gallery
- 9.1 James Franks: Canadian Ecology Centre's Native Awareness Experience Program

4. APPROVAL OF AGENDA

Moved by: Rebecca Desmarais

Seconded by: Stephanie King-McLaren

Be it resolved that:

- The agenda for the September 10th, 2015 South Temiskaming Cultural Sustainability Project Committee (STCSP) meeting be approved as amended.

DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- Rebecca Desmarais has declared conflict on item 8.8 *Advertising request from Temiskaming Art Gallery* and will not be present for the discussion nor the voting process for this particular item.

6. REVIEW AND ADOPTION OF PREVIOUS MINUTES

6.1

Moved by: Rebecca Desmarais

Seconded by: Mike McArthur

Be it resolved that:

- The Minutes for the July 9th, 2015 South Temiskaming Cultural Sustainability Project Committee meeting be approved as printed / amended.
- The Notes for the August 13th, 2015 South Temiskaming Cultural Sustainability Project Committee meeting be approved as printed / amended.

CARRIED

7. Follow-up business

None.

8. New business

8.1 Social Media Hardware Requests

Whereas the Municipal Cultural Plan recommends making strategic use of new media and social media and train groups to use social media, and

Whereas the South Temiskaming Cultural Sustainability Project has funding for social media hardware, such as iPads and/or laptops, for the development of social media platforms, and

Whereas the committee has purchased and received 10 iPads at a price of \$539.02 per unit and 10 laptops at a price of \$499.90 per unit from Staples, and

Whereas the Cultural Coordinator released a request form for those who were interested in applying to receive Social Media Hardware and has received applications.

Now therefore be it resolved that the STCSP committee agrees to provide a laptop to the following group:

- Haileybury Food Bank (laptop)

DEFEATED

8.2 Canada 150 Mosaic

Moved by: Mike McArthur

Seconded by: Stephanie King-McLaren

Whereas in 2017, Canada will be celebrating its' 150th sesquicentennial anniversary, and
Whereas the Canada 150 Mural Mosaic is a collaboration project between 150 communities across Canada, creating public murals to commemorate the 150th anniversary of our country, and

Whereas the City of Temiskaming Shores has been approached by organisers of the Canada 150 Mural Mosaic project to determine the City's interest in participation, and

Whereas this project would come to a cost between \$20,000 and \$22,500, and

Whereas there exists a possibility to apply to the Canada 150 Fund to have half of the cost of the project alleviated.

Now therefore be it resolved that the STCSP committee agrees not to pursue this opportunity and declines bringing this matter forward to City Council.

CARRIED

8.3 Michael Cywink – Workshop/Training in South Temiskaming

Moved by: Rebecca Desmarais

Seconded by: Stephanie King-McLaren

Whereas the Cultural Coordinator attended the Dream Big Conference in North Bay in May of 2015, and

Whereas a networking relationship was established between the Cultural Coordinator and Mr. Michael Cywink, an indigenous visual artist and Certified Aboriginal Teacher (Nipissing University, 2010) at said Conference, and

Whereas a training/workshop opportunity was proposed for the value of \$5,000 or \$3,000 per day in regards to an indigenous community mural in South Temiskaming lead by Mr. Cywink.

Now therefore be it resolved that the STCSP committee agrees to have the Cultural Coordinator include in her weekly online newsletter the possibility of training and education in indigenous arts; that the committee agrees to pursue an opportunity with Mr. Cywink if there is community interest in such a project.

8.4 Project Management Workshop offered by Northern College

Moved by: Stephanie King-McLaren

Seconded by: Rebecca Desmarais

Whereas Northern College offers a 2-day intensive workshop on the subject of Project Management, and

Whereas, according to instructor availability, the proposed dates for this workshop are September 8 and 9, 2015; October 15 and 16, 2015, and October 29 and 30, 2015, and

Whereas the 2-day Project Management workshop comes at a cost of \$5,250.00 (plus applicable taxes), and

Whereas the 2-day Project Management workshop can accommodate a minimum of 8 participants and a maximum of 15 participants, and

Whereas Project Management is an indispensable skill for individuals representing cultural groups and organizations within the region of South Temiskaming.

Now therefore be it resolved that the STCSP committee agrees to purchase this course, plan to have it facilitated on October 15 and 16, 2015, and to appoint the responsibility of advertising and recruitment to the Cultural Coordinator. Be it resolved that the STCSP committee agrees to allow one (1) individual present per cultural group or organization, and to accept attendees on a first-come, first-serve basis. RSVP must be made by October 8, 2015 and after this date the Cultural Coordinator may seek out additional individuals from the same groups and/or organizations to fill the course.

CARRIED

8.5 Northern Ontario Tourism Summit

Moved by: Stephanie King-McLaren

Seconded by: Mike McArthur

Whereas the Northern Ontario Tourism Summit was held, for the first time, in 2014, and

Whereas the 2015 Northern Ontario Tourism Summit takes place in Sault Ste. Marie on November 16, 17 and 18, 2015, and

Whereas the 2015 Northern Ontario Tourism Summit would provide individuals belonging to South Temiskaming's cultural sector with plenty of opportunity for networking, and

Whereas the agenda for the 2014 and projected 2015 Northern Ontario Tourism Summit contains valuable information and subject matter pertinent to cultural organizations all over Northern Ontario.

Now therefore be it resolved that the STCSP committee agrees to send a maximum of ten (10) individuals belonging to groups and organizations in the cultural sector of South Temiskaming to the 2015 Northern Ontario Tourism Summit as it reflects the draft budget created by the Cultural Coordinator. Be it resolved that interested individuals must pay a \$100.00 deposit to secure reservation by the STCSP to this event.

CARRIED

8.6 Workshop: Social Media Management & E-Mail Marketing (Fifth Wheel Training Institute & Collège Boréal)

- Verbal update was provided by Courtney Tresidder and James Franks. A discussion will be had later in the day with Ed Popkie and Steve Amyot of Fifth Wheel Training Institute to discuss the potential of developing a workshop on the subject of social media management & e-mail marketing for the cultural groups in the South Temiskaming region. The committee expressed they would like to see the costs and an outline associated to said workshop before making a decision.

8.7 TSR Junior Animators Camp

Whereas the South Temiskaming Cultural Sustainability Project has access to funding specifically for training purposes, and

Whereas The Temiskaming Screening Room plans to offer a Junior Animators Camp during the March Break of 2016 to South Temiskaming youth, and

Whereas The Temiskaming Screening Room seeks assistance from industry experts to offer this type of training to the youth of South Temiskaming, and

Whereas The Temiskaming Screening Room has established a working relationship with Near North Mobile Media Lab in North Bay, Ontario, and

Whereas the fee for the instructor for this particular week is \$1,200.00, not including travel and accommodation costs, and

Whereas The Temiskaming Screening Room seeks to hire two trainers for this Camp.

Now therefore be it resolved that the STCSP committee agrees to allocate \$3,000.00 to The Temiskaming Screening Room in order to accommodate and compensate two staff members from the Near North Mobile Media Lab in the South Temiskaming region during the March Break 2016 Junior Animators Camp.

- This item has been deferred to the next STCSP committee meeting on October 8th. The Cultural Coordinator is responsible for contacting Mr. Gauley in order to obtain more of an in-depth budget. The Cultural Coordinator will also confirm with the STCSP committee what the cap is for individual funding requests, as decided at a previous STCSP committee meeting. The committee is very interested in this particular opportunity, but more detail needs to be provided before a decision can be made.

8.8 Request for advertising from Temiskaming Art Gallery

Moved by: Mike McArthur

Seconded by: Stephanie King-McLaren

Now therefore be it resolved that the STCSP committee agrees to provide the Temiskaming Art Gallery with a total of \$500.00 to go towards advertising costs for the dinner theatre project in conjunction with Classic Theatre Cobalt, *Miss Caledonia*. The STCSP committee also agrees to have the Cultural Coordinator include *Miss Caledonia* in her weekly newsletters and as the subject of a cultural article already paid for by the STCSP committee in The Temiskaming Speaker. The STCSP committee also agrees to have Miss Caledonia be the centre of advertising in The Temiskaming Speaker and The Weekender, as well as Le Reflet in the advertising space as previously purchased by this committee. The Cultural Coordinator will also include Miss Caledonia on the Hughes Lookout advertising space for a period of one week leading up to the event.

9. Reports by committee members

- **James Franks: Canadian Ecology Centre's Native Awareness Experience Program**

Verbal update was provided. The Cultural Coordinator is encouraged to include this Program in her upcoming newsletter; contact can be made from members of the public to the Cultural Coordinator should a group or individual wish to ask for financial assistance in attending this Program.

10. SCHEDULING OF MEETINGS

- The STCSP committee will meet on the following dates:
 1. **October 8th, 2015 at 9:30 AM**
 2. **November 12th, 2015 at 9:30 AM**
 3. **December 10th, 2015 at 9:30 AM**

- **Cultural Roundtable/Launch Event (with Millier Dickinson Blais): Wednesday, September 30th from 6:00 PM to 9:00 PM at Dymond Hall, Temiskaming Shores.**

11. ITEMS FOR FUTURE MEETINGS

- Stephanie King-McLaren - Presentation on the subject of Algonquin culture with the intent of having it presented by her successor at a 2016 Cultural Roundtable. This will be presented by Stephanie to the STCSP committee at the next meeting on October 8th.
- Training opportunity: Festivals & Events Ontario (FEO) Annual Conference 2016.

12. OUTSTANDING ITEMS

- Cultural passport (Lake Temiskaming Tour Guide)

13. ADJOURNMENT

Moved by: Mike McArthur

Seconded by: Stephanie King-McLaren

Be it resolved that:

- STCSP adjourns at 11:36 A.M.

CARRIED



MINUTES

Timiskaming Health Unit Board of Health

Regular Meeting held on October 7, 2015 at 6:30 P.M.

Timiskaming Health Unit - Kirkland Lake Boardroom

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

2. **ROLL CALL**

Board of Health Members

Carman Kidd	Chair, Municipal Appointee for Temiskaming Shores
Tony Antoniazzi	Vice-Chair, Municipal Appointee for Town of Kirkland Lake
Kimberly Gauthier	Municipal Appointee for Township of Armstrong, Hudson, James, Kerns & Matachewan
Merrill Bond	Municipal Appointee for Township of Chamberlain, Charlton, Evanturel, Hilliard, Dack & Town of Englehart
Audrey Lacarte	Municipal Appointee for Township of Brethour, Harris, Harley & Casey, Village of Thornloe
Mike McArthur	Municipal Appointee for Temiskaming Shores
Sherri Louttit	Provincial Appointee
Jesse Foley	Municipal Appointee for Temiskaming Shores
Jean-Guy Chamaillard	Municipal Appointee for Town of Kirkland Lake
Sue Cote	Municipal Appointee for Town of Cobalt, Town of Latchford, Municipality of Temagami, and Township of Coleman

Regrets

Vacant	Municipal Appointee for Township of Larder Lake, McGarry & Gauthier
Maria Overton	Provincial Appointee

Timiskaming Health Unit Staff Members

Dr. Marlene Spruyt	Medical Officer of Health/Chief Executive Officer
Randy Winters	Manager of Corporate Services
Rachelle Leveille	Executive Assistant

3. **APPROVAL OF AGENDA**

MOTION #63R-2015

Moved by: Merrill Bond

Seconded by: Audrey Lacarte

Be it resolved that the Board of Health adopts the agenda for its regular meeting held on October 7, 2015, as presented.

CARRIED

4. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

None.

5. APPROVAL OF MINUTES**MOTION #64R-2015**

Moved by: Sue Cote

Seconded by: Sherri Louttit

Be it resolved that the Board of Health approves the minutes of its regular meeting held on September 2, 2015, as presented.

CARRIED

6. BUSINESS ARISING

None

7. FINANCE SUB-COMMITTEE REPORT

The sub-committee met September 24, 2015. The approved budget was received for year 2015 with no increase. The Board reviewed and discussed the new implemented budget model. Health units were scored according to certain indicators such as geography, languages, general population, aboriginal population. As per the new funding model, THU will likely be maintaining that same level of funding for a number of years. The management team is currently reviewing services and will focus on the standards that are required to be met and the delivery of them. Will look at which services that could be done more efficiently. At the moment, the services are not changing, however, with upcoming union negotiations, management will be looking at options to reduce operational costs while managing employee expenses for future years to come.

Action: Dr. Spruyt to communicate the same messaging to staff following the Board meeting.

8. REPORT OF THE MEDICAL OFFICER OF HEALTH/CHIEF EXECUTIVE OFFICER**MOTION #65R-2015**

Moved by: Audrey Lacarte

Seconded by: Jesse Foley

Be it resolved that the Board of Health accepts the report of the Medical Officer of Health/Chief Executive Officer as distributed.

Action: Rachelle to forward the Flu Clinic Schedule Poster to all municipalities for distribution.

CARRIED

9. NEW BUSINESS**a. Client Satisfaction Survey Report**

A client satisfaction survey was done last fall for year 2014. The overall responses were good for most questions. Slightly lower results were scored regarding “sensitivity to culture language”. As always, Management continuously attempt to recruit bilingual staff and offer diversity training when applicable. Management will be using the data constructively and will assist in guiding future training as needed.

Action: The BOH Chair to submit a letter to staff and management to acknowledge the positive results.

10. CORRESPONDENCE**MOTION #66R-2015**

Moved by: Mike McArthur

Seconded by: Merrill Bond

The Board of Health acknowledges receipt of the correspondence for information purposes;

- Wellington, Dufferin, Guelph Public Health: Letter sent to the Ministry of Municipal Affairs & Housing to request for changes to the Municipal Act to authorize the use of electronic means of participation of local boards and committees of local boards.
- The Premier of Ontario: Letter from Mrs. Wynne, Premier of Ontario, to thank THU for our resolution regarding a proposed basic income guarantee. The resolution has been forwarded to the Minister responsible for the Poverty Reduction Strategy.
- Grey Bruce Health Unit: Resolution #2015-88 to support the Porcupine Health Unit opposing the new funding model and the radical long-term shifting of public health resources to wealthier urban centres of the province at the direct expense of northern and rural health units. Also requesting to reverse their decision and revising the funding formula which appears biased against smaller and northern and rural health units.
- Peterborough County-City Health Unit:
 - Letter to the Premier of Ontario to support correspondence from the Sudbury District Health Unit regarding evacuations of First Nations communities in Northern Ontario.
 - Letter to Ministries to support the correspondence from the Windsor-Essex County Health Unit regarding joint federal-provincial consideration for a basic income guarantee for Ontarians and Canadians.
 - Letter to the MOHLTC to support the correspondence from the Windsor-Essex County Health Unit regarding energy drinks.
 - Letter to the MOHLTC to support the correspondence from the Sudbury District Health Unit regarding enforcement of the Immunization of School Pupil’s Act and urge the health care providers to electronically report immunizations for all children attending school in a timely manner.

CARRIED

11. **IN-CAMERA**

MOTION #67R-2015

Moved by: Tony Antoniazzi

Seconded by: Merrill Bond

Be it resolved that the Board of Health agrees to move in-camera at 7:19 p.m. to discuss the following matter under section 239 (2):

- a. In-Camera Minutes (June 24, 2015, September 2, 2015)

CARRIED

12. **RISE AND REPORT**

MOTION #68R-2015

Moved by: Mike McArthur

Seconded by: Jesse Foley

Be it resolved that the Board of Health agrees to rise without report at 7:22 p.m.

In-Camera Minutes

MOTION #69R-2015

Moved by: Tony Antoniazzi

Seconded by: Merrill Bond

Be it resolved that the Board of Health approves the in-camera minutes of meeting held on June 24, 2015 and September 2, 2015 as presented.

CARRIED

13. **DATES OF NEXT MEETINGS**

The next Board of Health meeting will be held on November 4, 2015 at 6:30 p.m. in New Liskeard.

14. **ADJOURNMENT**

MOTION #70R-2015

Moved by: Kimberly Gauthier

Seconded by: Sue Cote

Be it resolved that the Board of Health agrees to adjourn the regular meeting at 7:27 p.m.

CARRIED

Report to the Board of Health



November 4, 2015

*Prepared by:
the Management Team*

2015 Q3 BOARD REPORT

HUMAN RESOURCES UPDATE - *Randy Winters*

RECENT NEW HIRES

- **Community Health Worker**, Temporary, New Liskeard, Part-Time (Oct.7, 2015-Sept.30, 2016)
- **Mental Health/Addiction Clinician**, Temporary, Dymond, Full-Time (Dec.1, 2015, Oct.28, 2016)
- **Test Shopper**, Casual, KL/Eng (October 16, 2015)

RETIREMENT/RESIGNATION (*since last report*)

- **Mental Health/Addiction Clinician**, Resignation, Dymond (effective October 2, 2015)

CURRENT VACANCIES

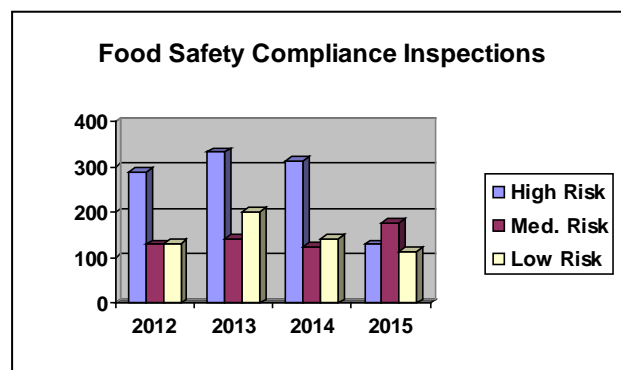
- **Nurse Practitioner**, Elk Lake, Permanent, Full-time
- **Nurse Support Staff**, Elk Lake, Permanent, Full-time

ENVIRONMENTAL HEALTH

Land Control	2012	2013	2014	2015
Permits Issued	197	137	137	111
File Searches	51	38	57	55
Severance/Subdivision	37	14	20	12
Notifications				

Infection Control	2012	2013	2014	2015
Reportable Disease	-	80	70	70
Investigations				
Outbreaks - Institutional	13	17	22	20
Outbreaks – Community				1
Animal Bite	90	74	60	53
Reporting				
Sexual Transmitted Infections				79

Personal Service Settings - Infection Control Inspections (hair salons, tattoos, piercings, aesthetics)	Area	Inspection/Premises
	Dymond/Eng	10/10
	KL-Area	18/25
	Tri-Town-Area	0/14
	Cobalt-Temagami	5/10



CHRONIC DISEASE, INJURY PREVENTION & COMMUNITY HEALTH

Kerry Schubert-Mackey

SCHOOL HEALTH

The third quarter involved significant assessment and planning additional highlights include:

- Assembled resources to support 490 Frosh kits for 3 local college campuses.
- Supported Northern College for Indigenous week (provided resources) and attended with an information booth for their student days. Also presented to 35 NE Northern College staff on healthy eating in the workplace.
- Connected with several schools for Playground Activity Leaders program.
- Support the district Student Nutrition Program coordinator for volunteer training/guidelines.
- Held tobacco prevention youth champion meetings with all 5 secondary schools.
- Had meetings with three individual school boards and their Mental Health Leads.
- Connected with each principal at the beginning of the school year and attended several school council meetings.

COMMUNITY HEALTH – INJURY & SUBSTANCE MISUSE PREVENTION

Preventing Falls Among Older Adults –Stay On Your Feet (SOYF) - NE LHIN Funding

- Supported development, piloting and dissemination of a NE Community Stakeholder Survey related to older adult falls prevention. Approx. 33 Timiskaming stakeholders responded.
- Lead the application for the New Horizons Seniors Program grant to support falls prevention initiatives.
- Coordinated and attended a NE LHIN Exercise Class discussion with partners to assess and determine how to enhance.
- Ongoing coordination & support of Stand Up Classes and met with Englehart and Larder

Lake for new locations and ongoing discussions with Cobalt.

- Supported a local pilot of a peer; coordinated tele-network chair-based exercise program out of Elliot Lake; from Soup to Tomatoes.
- Supported NE Family Health Team working group on fall risk assessment pilot project.
- Supported a Virginiatown Senior / older adult event.



From Soup to Tomatoes
An Exercise Program

Road Safety & Substance Misuse Prevention Highlights

- Coordinated and hosted Young Rider (Bus Buddies) days along with 9 partner agencies in KL and NL, reaching 154 children & youth and 180 parents.
- Supported the Road Safety Challenge grant application.
- Attended the OEYC Safety & Prevention day with road safety information reaching 43 parents and 73 children.
- Continued to work on evaluation pieces of the Bike Safety & P.A.R.T.Y Programs in schools.
- Monitored local municipal discussions and by-laws re new legislation for ATV use on roads.
- Provided a Low Risk Alcohol Drinking Guidelines presentation to THU staff
- Participated in Fentanyl Patch for Patch research & discussions.

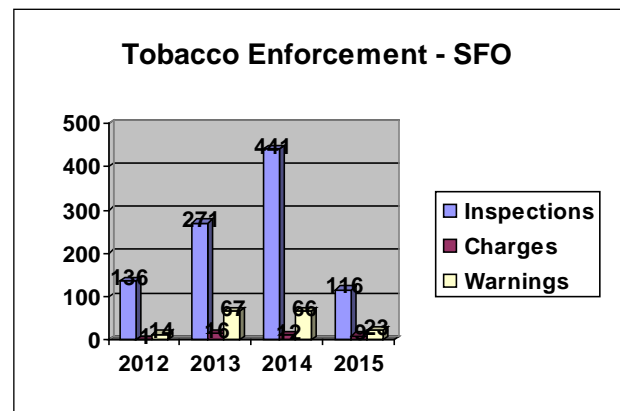
Physical Activity, Healthy Eating, Healthy Weights (Includes Healthy Communities Funding)

- Hosted Nordic Pole Walking Training which saw 26 participants.
- Supported THU's Excellence Committee with healthy workplace messaging/campaigns.
- Supported Bike Friendly Community Committee work – final report from workshop, presenting to other groups/stakeholders.
- Supported grant applications related to Cycling infrastructure and education.
- Supported research and readiness assessment re: a local YMCA model.
- Roll out of NutriSTEP screening tool in THU waiting areas, gave a presentation to THU BOH and dental team and Fair Start Partners.
- Worked with NEOFACS/OKP regarding request for Food Skills training & resource support for 'Adventures in Cooking'.
- Conducted Baby Friendly Initiative mock interviews & supported media campaign
- Presented to 17 home child care providers through Timiskaming Child Care on healthy eating.
- Supported THU Healthy Equity Analyst with information to attend "Put food in budget" meeting in KL.
- Prepared a BOH Nutritious Food Basket briefing and Basic Income Guarantee resolution.
- Continued to work with feedback regarding THU's workplace Healthy Eating Policy.
- Promoted Nutri-eSCREEN for seniors linking with fall prevention activities.
- Supported data requests from Healthy Kids Community Challenge Coordinator for local planning and Elk Lake Eco Centre for a grant application.

Other – supported City of Temiskaming Shores Age Friendly Community coordinator with facilitating AFC Café and also attended to provide input.

Tobacco –Protection, Prevention, Cessation (Also see Enforcement under Environmental Health). Includes 100% SFO Funding

- Coordinated Youth Social Supply Survey training for local implementation by youth.
- Participated in NE Tobacco Control Area Network Regional Action Planning and completed local mid-year reporting to MOH & LTC.
- Hosted a local Cessation network meeting engaging 7 different programs/agencies.
- 124 NRT vouchers were distributed directly to clients or to satellite offices or other clinicians without an NRT program. 67 vouchers have been claimed in Q3.



Screening for Early Detection of Cancer & UV Exposure

- Attended the Elk Lake Family Day reaching 4 to 5 families with info on sun safety.
- The Sun Safety tent was used at 7 partner events.

Communication Campaigns

- Back to school healthy eating Facebook post series and interview with CJKL radio on back to school nutrition & allergies.
- Sun Safety including a NE CTV commercial and video circulated and posted on Facebook.
- Supported KL Road Safety Coalition impaired driving radio ad development.
- A CJTT radio chat promoting fall workplace activity campaign.

FAMILY HEALTH & NURSING STATIONS

Ghislaine Julien

DENTAL HEALTH

Caseload	2012	2013	2014	2015
OHISS Screening (Primary: Pre-Kind /Kind & Gr. 2)	942	912	822	159
Regular Screening (Additional: Grade 2-4-6)	1475	2129	1153	452
Office Screening	99	124	345	212
Topical Fluoride				
# of children offered the service	319	105	984	373
# of children who consented to the service provision	98	105	264	223
# of children who received the service through CINOT	67	71	56	7

TRAVEL HEALTH CLINICS

Client Visits	2012	2013	2014	2015
Kirkland Lake	177	307	335	172
New Liskeard	535	531	478	474
Englehart	142	103	157	72

VACCINE ADMINISTERED

Apr-June	2011-12	2012-13	2013-14	2014-15
Influenza	6526	5396	6128	5816
HPV	364	391	451	505
Meningococcal	303	340	284	562

SEXUAL HEALTH

Client Services	2012	2013	2014	2015
Male Clients	195	216	210	59
Female Clients	2011	1758	1355	418
Contraceptives	2540	2190	1856	602
Plan B	110	79	85	35

HEALTHY BABIES/HEALTHY CHILDREN

Healthy Babies/ Healthy Children	2012	2013	2014	2015
% of women screened during Pregnancy (target: 25%)	84%	100%	73%	65%
# of family visits by LHV/PHN or joint by LHV/PHN	243	201	175	195

Number of newborns by quarter

	Q1	Q2	Q3	Q4	Total
2013	72	89	93	83	337
2014	81	76	97	78	332
2015	91	81	90		262

Source: PHU-Newborn, BORN Ontario. Accessed Apr 2015.

Percentage of newborns who received breast milk from the time they were born to hospital discharge



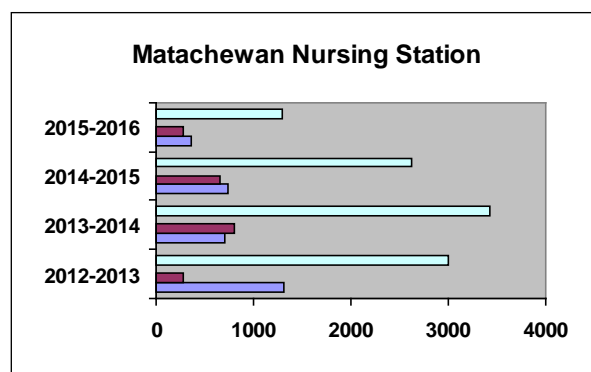
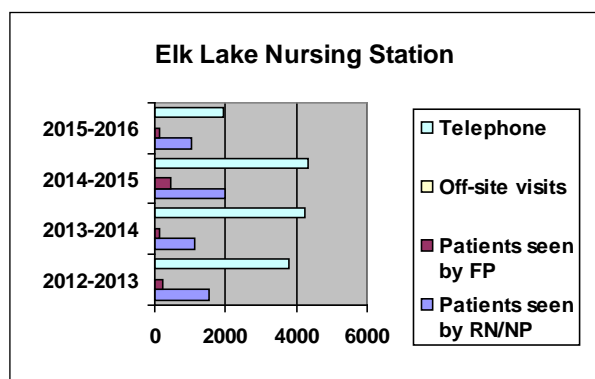
*Statistically lower than Ontario's rate
 -Ontario's rate statistically increased each year from 2012 to 2014.
 -Timsikaming's rate was statistically lower in 2014 than 2013.
 Source: PHU-Newborn, BORN Ontario. Accessed Oct 2015.
 The rates will fluctuate as data is entered locally and across Ontario

PANORAMA SYSTEM

Office	NL	KL	ENG
# of clients receiving immunizations	1288	601	201
# of immunization administered	2640	1040	276
Immunization Clients Seen	2080		
Total immunizations administered at 3 offices	4025		

These new statistics are from our new Panorama system. These numbers are pulled out for your perusal on a quarterly basis.

NURSING STATIONS (Apr-Sept)

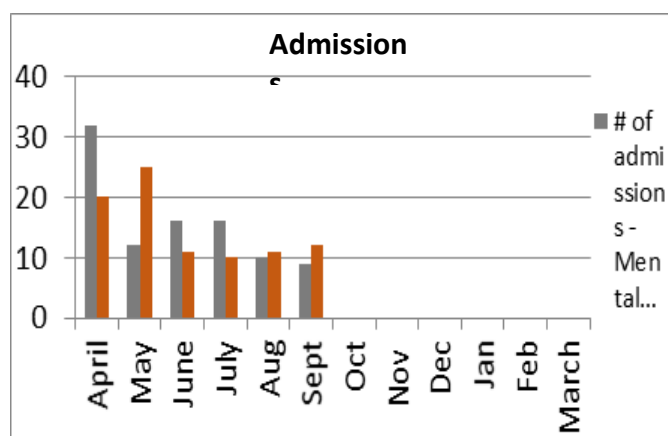
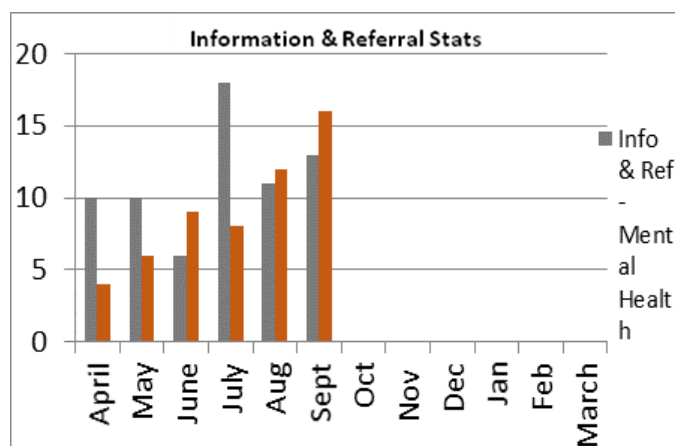
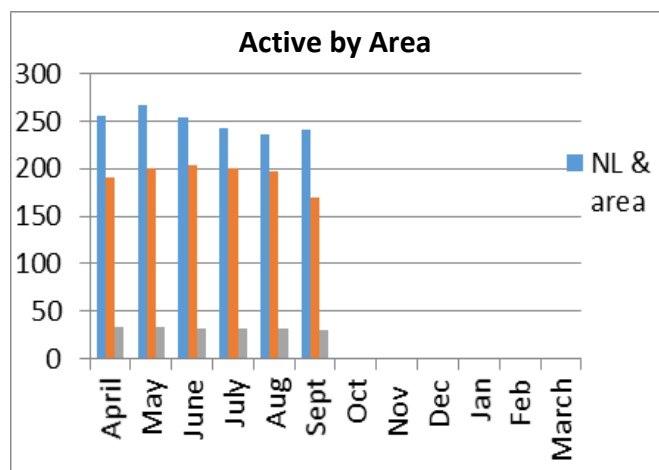


URBAN POLING TRAINING



MENTAL HEALTH & ADDICTIONS

Ryan Peters



FOUNDATIONAL STANDARDS

POPULATION HEALTH ASSESSMENT & SURVEILLANCE

Epidemiological projects underway

- Supported many THU staff in obtaining data for situational assessments.
- Other requests; seniors data, mode of transportation and cycling, , custom TB and LTBI extraction reports, updating second hand smoke data, MVC hospitalization data, community data for children 0-12, updated diabetes data, 18 month vaccination coverage, hospitalizations for nutritional reasons in children and youth, maternal weight gain during pregnancy, mental health and substance data in youth, food security, overweight and obesity, Indigenous and Francophone specific demographic data, and vaccines administered by office.

Epidemiological reports produced

- "Falls among adults in the Timiskaming Health Unit Area" report completed and posted on the website.

RESEARCH & KNOWLEDGE EXCHANGE

- Grand rounds events held: "Low Risk Alcohol Drinking Guidelines"

PROGRAM EVALUATION

Evaluation reports produced

- Community Outbreak After Action Review Report August 2015
- Youth Engagement Evaluation 2015 Report August 2015

**PROTECTION TO PERSONS AND PROPERTY
COMMITTEE MEETING MINUTES**

Tuesday, October 27, 2015 – 10:30 am
New Liskeard Boardroom, City Hall (325 Farr Dr.)

1. CALL TO ORDER

Meeting called to order at 10:30 AM

2. ROLL CALL

Present:	Mayor Carman Kidd; Councillor Doug Jelly; Councillor Mike McArthur
Regrets:	None
Also Present:	Christopher Oslund, City Manager; Tim Uttley, Fire Chief; Karen Beauchamp, Director of Community Growth and Planning; Kelly Conlin, Executive Assistant

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

Under New Business:

- h) Senior Housing
- i) Budget 2016

4. APPROVAL OF AGENDA

Recommendation PPP-2015-066

Moved by: Councillor Mike McArthur

Be it recommended that:

The Protection to Persons and Property Committee agenda for the October 27, 2015 meeting be approved as amended.

CARRIED

5. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- None

6. REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation PPP-2015-067

Moved by: Mayor Carman Kidd

Be it recommended that:

The Protection to Persons and Property Committee minutes of the September 29, 2015 and October 15, 2015 meetings be adopted as presented.

CARRIED

7. DELEGATIONS

- None

8. FIRE AND EMERGENCY SERVICES

a) MONTHLY REPORT

Tim Uttley provided the Committee with an overview of the monthly report, highlighting the year to date fire calls, completed and upcoming training events, as well as, recent community events where the Fire department assisted (Fall Fair Parade)

Tim also made the Committee aware of the new Interim Fire Marshall for the Province who will be in attendance at the upcoming Firefighters Appreciation Banquet.

9. COMMUNITY GROWTH AND PLANNING

a) PROPERTY STANDARDS BY-LAW

Discussion:

Karen Beauchamp provided the Committee with a brief background of the current Property Standards By-Law and questioned whether or not the Committee would like a full review of the By-Law or would like to address one specific issue.

Mayor Carman Kidd suggested the review following a recent Property Standards Committee Meeting suggesting that the By-Law is stricter than what is required. Carman feels the By-Law should have the means of enforcement available; however, those means should only be exercised when necessary.

**PROTECTION TO PERSONS AND PROPERTY
COMMITTEE MEETING MINUTES**

Tuesday, October 27, 2015 – 10:30 am
New Liskeard Boardroom, City Hall (325 Farr Dr.)

Recommendation PPP-2015-068

Moved by: Councillor Mike McAurthur

Be it recommended that:

The Protection to Persons and Property Committee recommends that staff commence a review of the Property Standards By-Law.

CARRIED

b) PARKING FINES UPDATE

Discussion:

Karen Beauchamp provided the Committee with a year to date summary of parking tickets issued in the City. Currently, the revenues are on track with what has been budgeted.

Councillor Mike McAurthur suggested there could be more enforcement, specifically in the downtown areas. Karen stated that Enforcement staff is out 2-3 days a week issuing tickets.

Recommendation PPP-2015-069

Moved by: Councillor Mike McAurthur

Be it recommended that:

The Protection to Persons and Property Committee recommends that staff provide a quarterly parking stats update to the Committee

CARRIED

c) ANIMAL CONTROL

Karen Beauchamp informed the Committee of software that is available to assist with collecting and tracking information on registered pets within the City. When a pet tag is purchased, information about the pet is stored electronically such as pet name, owners name and contact information, type of pet, etc. Karen suggested this may be helpful to the Animal Control Officer at times when a pet has gone missing or is found, as well as for statistical data.

Both Mayor Kidd and Councillor McAurthur had concerns with the increase in the pet tag price that would be required to pay for the software.

Chris Oslund suggested that all the information could be gathered using our own resources, as well as, further initiatives to obtain higher levels of compliance.

**PROTECTION TO PERSONS AND PROPERTY
COMMITTEE MEETING MINUTES**

Tuesday, October 27, 2015 – 10:30 am
New Liskeard Boardroom, City Hall (325 Farr Dr.)

Recommendation PPP-2015-070

Moved by: Councillor Mike

Be it recommended that:

The Protection to Persons and Property Committee recommends that staff continue discussions with Docu-pet to prepare a business case for the Committee's consideration.

DEFEATED

d) ORV (Off Road Vehicles) AMENDMENTS

Recommendation PPP-2015-071

Moved by: Councillor Mike McArthur

Be it recommended that:

The Protection to Persons and Property Committee acknowledges receipt of the draft report for ORV amendments and further, recommends it proceed to Council for consideration.

CARRIED

e) BUILDING PERMIT UPDATE

Karen Beauchamp provided the Committee with a year to date summary of building permits issued in the City. To date there have been 158 permits with a construction value of \$7.5 million.

f) ZONING BY LAW AMENDMENT UPDATE

Karen Beauchamp provided the Committee with a verbal status update on the amendment to the Zoning By-Law.

Councillor McArthur questioned why Karen, as the Director of the department, was not undertaking the amendment but rather having the City Planner complete the work. Karen responded that she is responsible for overseeing the project; however it is extremely time consuming and requires several hours of dedicated time.

Karen indicated that she has made herself available to Jennifer for assistance and has taken over the day to day planning requirements in conjunction with the overall operation of the Department.

Karen will be providing a timeline for completion at the next meeting.

**PROTECTION TO PERSONS AND PROPERTY
COMMITTEE MEETING MINUTES**

Tuesday, October 27, 2015 – 10:30 am
New Liskeard Boardroom, City Hall (325 Farr Dr.)

g) LETTER – RATE PAYERS ASSOCIATION (Oct 23/15)

Karen Beauchamp provided the Committee with a copy of a letter received from the recently formed Ratepayers Association requesting several items pertaining to the Property Standards Committee meeting, notices and orders relating to Plastic Shelters.

Karen also provided the Committee with a draft response that would be sent from Mayor Kidd on behalf of Council.

Mayor Kidd will review the response letter and provide feedback to Karen prior to it being sent out.

h) SENIOR HOUSING

Karen Beauchamp informed the Committee of an upcoming meeting with in regards to a Senior Housing development in Temiskaming Shores. More information will be provided to the Committee following the November 6th meeting.

i) BUDGET 2016

Karen Beauchamp provided the Committee with a summary of items that will be requested as part of the 2016 Budget, highlighting items such as Aerial Imaging for the area, which has not been updated since 2007.

The Committee will be provided with the Draft 2 with revisions at the next meeting.

10. CLOSED SESSION

Recommendation PPP-2015-072

Moved by: Councillor Mike McArthur

Be it recommended that:

The Protection to Persons and Property Committee convene into Closed Session at 10:45 AM. to discuss the following matters:

- a) Personal matters about an identifiable individual, including municipal or local board employees under Section (2) a) of the Municipal Act.

CARRIED

**PROTECTION TO PERSONS AND PROPERTY
COMMITTEE MEETING MINUTES**

Tuesday, October 27, 2015 – 10:30 am
New Liskeard Boardroom, City Hall (325 Farr Dr.)

Recommendation PPP-2015-073

Moved by: Mayor Carman Kidd

Be it recommended that:

The Protection to Persons and Property Committee agrees to rise from Closed Session at 11:15 AM. with report

CARRIED

The Committee provided direction to staff.

11. SCHEDULE OF MEETINGS

The next Protection to Persons and Property Committee meeting is scheduled for November 25, 2015 at 10:30 AM

12. ADJOURNMENT

Recommendation PPP-2015-074

Moved by: Councillor Mike McArthur

Be it recommended that:

The Protection to Persons and Property Committee meeting is adjourned at 11:51 A.M.

CARRIED

COMMITTEE CHAIR

RECORDER

1.0 CALL TO ORDER

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

2.0 ROLL CALL

PRESENT:	Mayor, Carman Kidd; Councillor Mike McArthur; Councillor Jesse Foley; Tammie Caldwell, Director of Recreation; Jeff Thompson, Superintendent of Community Programs; Paul Allair, Superintendent of Parks and Facilities; Tammy Borgen-Flood Administrative Assistant; Danny Lavigne; Richard Beauchamp, Chuck Durrant, Amber Sayer, Mike Del Monte, Simone Holzamer
REGRETS:	City Manager, Chris Oslund;

3.0 REVIEW OF REVISIONS OR DELETIONS TO AGENDA

Tammie Caldwell added the following to New Business;

- Great Northern Family Health Team – Request to waive fee for Riverside Place

Councillor McArthur added the following to New Business:

- Vandalism at Algonquin Beach Park Washroom Facilities

Member Mike Del Monte added the following to New Business:

- July 1st Celebrations

4.0 APPROVAL OF AGENDA

Recommendation RS-2015-27

Moved by: **Danny Lavigne**

Seconded by: **Chuck Durrant**

Be it recommended that:

1. The Recreation Services Committee agenda for the September 14th, 2015 meeting be approved as amended.

CARRIED

5.0 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- Councillor Foley disclosed pecuniary interest and general nature in regard to Item 9 New Business, section vi) Tri-Town Ski and Snowboard Village re: Request for NL Community Hall as he is a member of the Club's Executive.

6.0 REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation RS-2015-28

Moved by: **Carman Kidd**

Seconded by: **Mike Del Monte**

Be it recommended that:

2. The Recreation Services Committee minutes of the June 8th, 2015 meeting be approved as printed.

CARRIED

7.0 DELEGATIONS / PUBLIC PRESENTATIONS

- None

8.0 UNFINISHED BUSINESS

- None

9.0 NEW BUSINESS

i. Programming Update-Jeff Thompson

Jeff Thompson, Superintendent of Community Programming presented a report on operations over the summer months.

Discussion

- The Art in the Park program at the Haileybury was very successful this past summer and it was suggested that it also be offered at the NL waterfront next year.

ii. Facilities Update-Paul Allair

Paul Allair, Superintendent of Parks and Facilities presented a report on operations over the summer months.

Discussion

- Options to improve washroom facilities at Pete's Dam are under review
- Staff now has a utility trailer that can be used for clearing trails

iii. Director's Update- Tammie Caldwell

Tammie Caldwell, Director of Recreation presented a report on operations over the summer months.

iv. *Skating Oval*

Discussion

The Committee had discussed the possibility of a skating oval on the waterfront in New Liskeard and Haileybury in 2015 however it was not budgeted for. The Committee directs staff to include the development of a skating path in the New Liskeard Waterfront Area for the months of January to March 2016 and that the option of a rink at the Haileybury Beach also be looked at.

v. *Small Pond Entertainers re: Request for use of NL Community Hall*

Discussion

The Committee discussed a letter from the Small Pond Entertainers Inc. requesting the use of the New Liskeard Community Hall for rehearsals at no charge every Wednesday evening and Sunday afternoon until March of 2016 for the production of 'Oliver'.

Recommendation RS-2015-29

Moved by: **Mike Del Monte**

Seconded by: **Danny Lavigne**

Be it recommended that:

1. The Recreation Services Committee reviewed the request from the Small Pond Entertainers Inc. to waive the rental fee for the New Liskeard Community Hall for rehearsals for the production of "Oliver" on Wednesday evenings and Sunday afternoons and that
2. The Recreation Services Committee approves to waive the Non-Profit Rate at the New Liskeard Community Hall and that the Small Pond Entertainer's Inc. be requested to acknowledge the support of the City of Temiskaming Shores in the production program and that they be notified that the New Liskeard Legion Pipe band also practices on Wednesday evenings in the facility which may result in sound carrying into the main hall.

CARRIED

vi. *Tri-Town and Snowboard Village re: Request for New Liskeard Community Hall*

Recommendation RS-2015-30

Moved by: **Mike Del Monte**

Seconded by: **Richard Beauchamp**

Be it recommended that:

3. The Recreation Services Committee reviewed the letter from the Tri-Town Ski and Snowboard Village requesting the rental fee be waived for the New Liskeard Community Hall on Saturday October 31, 2015 and Thursday December 31st, 2015 and that
4. The Recreation Services Committee approves the request.

CARRIED

vii) Bicycle Friendly Community Report

Discussion

Tammie Caldwell informed the Committee that the City and the Timiskaming Health Unit hosted a Bicycle Friendly Workshop in June and 40 people participated. A final report from the workshop has been received and the Bicycle Friendly Community Committee will be presenting the report to Council at the regular meeting of Council of September 15th, 2015.

viii) Great Northern Family Health Team – Request to waive rental fee at Riverside Place

Recommendation RS-2015-31

Moved by: **Amber Sayer**

Seconded by: **Jesse Foley**

1. The Recreation Services Committee reviewed the letter from the Great North Family Health Team requesting the rental fee be to waived for the use of Riverside Place for the Soups to Tomatoes Program to be held Monday/Wednesday and Fridays from 9 am to 10 am during the month of October and that;
2. The Recreation Services Committee approved the request.

CARRIED

ix) *Vandalism at Algonquin Beach Park Washrooms*

Discussion

Councillor McArthur informed the Committee that in late August during one of the major rainstorms (on a weekday in the morning) the washrooms at Algonquin Beach Park were vandalised with toilet paper dispensers being ripped from the walls and other issues. The Parks and Recreation staff contacted the OPP and provided a statement. The event would have been recorded on the surveillance camera at the Skatepark however due to the power outage during the storm the camera failed. Recordings do however show individuals that were in the area that morning. Councillor McArthur stated that this type of activity should not be happening and that he is hopeful the OPP will make progress on the investigation.

x) *July 1st Celebration*

Member Mike Del Monte stated that following the opening of the Biker's Reunion locally he had travelled to the United States and couldn't help but notice the pride and celebration surrounding July 4th there. He suggested that staff look into the feasibility of having Canadian Flags mounted between Haileybury and New Liskeard for Canada Day and throughout the summer. Staff will research the idea.

10.0 SCHEDULE OF MEETINGS

- Monday, October 5^h
- Monday, November 9th
- Monday, December 14th

11.0 CLOSED SESSION

- None

12.0 ADJOURNMENT

Recommendation RS-2015-32

Moved by: **Danny Lavigne**

Be it recommended that:

1. The Recreation Services Committee meeting is adjourned at 7:45 p.m.

CARRIED



Committee Chair



Recorder

1.0 CALL TO ORDER

The meeting was called to order at 8:52 AM

2.0 ROLL CALL

Present:	Mayor Carman Kidd; Councillor Doug Jelly
Regrets:	Jamie Sheppard, Roads Superintendent; Robert Beaudoin, Environmental Superintendent;
Others Present:	Christopher Oslund, City Manager; Doug Walsh, Director of Public Works; Steve Burnett, Technical and Environmental Compliance Coordinator; Mitch Lafreniere, Manager of Physical Assets; Kelly Conlin, Executive Assistant

3.0 REVIEW OF REVISIONS OR DELETIONS TO AGENDA

Under Item 12 – Closed Session

- a) Under Section 239 of the Municipal Act, 2 b)
 - Personal matters about an identifiable individual, including municipal or local board employees
- b) Under Section 239 of the Municipal Act, 2 f)
 - Advice that is subject to solicitor-client privilege, including communications necessary for that purpose

4.0 APPROVAL OF AGENDA

Recommendation PW-2015-055

Moved by: Councillor Doug Jelly

Be it recommended that:

The Public Works Committee agenda for the October 29, 2015 meeting be approved as amended.

Carried

5.0 Disclosure of Pecuniary Interest and General Nature

- None

6.0 REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation PW-2015-056

Moved by: Mayor Carman Kidd

Be it recommended that:

The Public Works Committee minutes for the September 24, 2015 regular meeting be adopted as printed.

Carried

7.0 CORRESPONDENCE

- *None*

8.0 PUBLIC PRESENTATIONS

- *None*

9.0 UNFINISHED BUSINESS

9.1 Grant Drive at Hwy 65E

Previous Discussion:

Ongoing

Discussion:

Discussion on this item will occur in Closed Session.

9.2 Asset Management

Previous Discussion:

Chris Oslund reported that the revisions are now complete as per the suggestion from the Ministry. The revised plan will be brought forward to Council and will be reviewed during the 2016 budget process

Discussion:

As part of the Asset Management Plan financials, staff has drafted a proposed fleet replacement schedule that will be presented in the Building Maintenance Committee meeting. Work continues on the other sections. Chris Oslund anticipates a presentation of the draft plan by January 2016.

9.3 Wilson/Armstrong Property – Drainage

Previous Discussion:

Doug Walsh and Kelly Conlin will draft a follow up letter to be sent to the property owner.

Discussion:

The follow up letter has been drafted and sent. Staff will also follow up with a phone call.

9.4 LED Street Lighting

Previous Discussion:

Mitch Lafreniere stated that a portion of the order has arrived and Millers have started with the installation. At this time, Millers are installing approximately 30/day. The remaining fixtures are expected to arrive early October.

Discussion:

Mitch Lafreniere reported that there has been a delay in the second shipment of lights and it should arrive by the week of November 6th. Mitch has confirmed with Millers that this should not result in a delay in the overall completion of the project.

9.5 AMEC – New Waste Management Capacity

Previous Discussion:

Steve Burnett has been in contact with Tim McBride. There will be a conference call within the next month to discuss the submission.

Discussion:

Steve Burnett reported that the draft EA is now complete. There was a Waste Advisory Committee meeting held recently to determine the next steps in moving forward with the landfill. Staff will now review the draft EA and send comments and revisions back to AMEC. Once AMEC has made the changes as requested, it will be sent to the Ministry of Environment for comment. This will likely take place in July 2016.

9.6 Access Control Policy – Entrance Permits

Previous Discussion

The City's engineering intern has been plotting the entrances. Work is ongoing and once complete; staff will determine where signage may be required at certain entrance locations.

Discussion:

Steve Burnett reported that all of the Grant Farm entrances have been identified with their GPS. Those coordinates will be sent to Steve for the City's database. There are some of the existing entrances that may require signage.

9.7 *Dymond Business Park – Rockley Road Reconstruction*

Previous Discussion

Doug Walsh will be bringing two change work orders forward to Council for ditch cleanout and sub drains. Work in the reconstruction is ongoing.

Discussion:

Doug Walsh reported that the left turning lane is now complete; staff is waiting on final invoicing from the Ministry of Transportation. Final inspection of the Rockley Road Reconstruction Project has been completed.

9.8 *Lorne St. and FPT 26 lot Subdivision Update*

Previous Discussion

Doug Walsh reported that there is little work happening at the point in the subdivisions

Discussion:

The developer of the 26 lot subdivision anticipates that selling of lots will begin in early 2016, as well as, the paving of Lorne St. in the summer months.

9.9 *Public Works Staff Training*

Previous Discussion

Doug Walsh reported that staff training is now complete for the year and staff will be working towards the 2016 training plan to include in the 2016 budget.

Discussion:

Doug Walsh highlighted the following staff training items:

- Operator in Training preparation continues for 3 members of the PW staff. The exam will take place on December 10th in North Bay.
- Several members of the PW staff will be taking Fall Arrest training later this week. (2 sessions)

9.10 Public Works Department Update

Previous Discussion

The Temporary Seasonal Equipment Operator position within the department will be advertised shortly for the duration of winter control.

Discussion:

Doug Walsh reported that the Temporary Seasonal position has been filled. The position is based on 32 hours/week.

9.11 Build Canada Fund

Previous Discussion

Doug Walsh informed the Committee that the Expression of Interest will be submitted tomorrow.

Discussion:

Doug Walsh reported that more information regarding the Gray Road Project has been requested from different Ministries as they have been asked to provide comments.

9.12 Bucke Park Water System

Previous Discussion:

Steve Burnett reported that the water system reconfiguration is now complete and the arsenic removal system is working well. Distribution to the trailer sites will occur in the Spring of 2016. The system will be shut down within the next few weeks for the duration of the winter season.

Discussion:

This item does not require any further discussion and will be removed from future agendas.

9.13 Traffic Detours

Previous Discussion:

The meeting that was held on September 9th went well. All invited participants were in attendance and provided feedback on how the City shall proceed with the creation of official detour routes.

Discussion:

Doug Walsh has had a follow up discussion with the Ministry of Transportation and will be arranging a meeting with the local contractor who has the road maintenance contract. (IMOS)

9.14 2015 Roads Program

Previous Discussion:

Work on the 2015 roads program is still underway with the RAP recently being placed on Pete's Dam Road, Laforest Road and River Road (just past the Board of Education building)

Discussion:

Doug Walsh reported that the final change work order was recently approved by Council. Staff is waiting on final invoices and work on the 2016 draft program is underway.

9.15 Full Solid Waste Management Program

Previous Discussion

Landfill – The landfill agreement with the Town of Cobalt has yet to be finalized; however, they are still interested in being a partner.

Curbside Collection – The second round of inspections was completed by the City's By-Law enforcement staff, as well as the random checks.

Since the departure of the Special Programs Coordinator, duties have been divided amongst existing staff.

Discussion:

Landfill- Staff is still working on finalizing the agreement with the Town of Cobalt.

Curbside Collection – Staff is recommending that all the current agreements with various surrounding townships increase by 2%. Steve Burnett will prepare a memo with recommendation for Council's consideration at the next Council meeting.

9.16 Emergency Repair Work

Previous Discussion

The sign-offs have not yet been received. Work is ongoing

Discussion:

The emergency repair work is now complete. This item will be removed from future agendas.

9.17 Drainage issues - Peter's Road

Previous Discussion:

Staff will be attending a site meeting today at 3:30 pm. Staff will present more information at the next meeting.

Discussion:

Doug Walsh reported that the petition will be moving forward and the process will take approximately 2 years.

9.18 Speed Limit on Lakeshore Road

Previous Discussion:

The Committee is awaiting further information from the Police Services Board

Discussion:

There will be a report going to the next Council meeting recommending that the current speed limits and zones remain in effect. Staff is also recommending that signage be placed in advance of the entrance at New Liskeard Sheet Metal to alert drivers of trucks and transports turning.

9.19 Dymond Looping Project

Previous Discussion:

Pedersen Construction has started with work on the piping and the control valve. Project is ongoing. Doug Walsh requested a special council meeting to pass the by-law in order for Pederson Construction to start working at Gray Road. Chris Oslund will schedule the meeting for next week.

Discussion:

Work on the looping project is ongoing. Installation of the water main at Roland Road that connects to the reservoir is complete, and work continues on the water main along Highway 65E to Paddon Crescent.

Work on the sanitary and water mains from Gray Road to McDonalds will continue once Northern Telephone relocates underground telephone lines.

Boring will start at the Highway 65E/Gray Road intersection shortly.

OCWA's work continues in conjunction with the looping project, specifically at the McCamus Water Treatment Plant and the Dymond and New Liskeard Reservoirs.

9.20 Development – Groom Drive

Previous Discussion:

Underground infrastructure work is completed for the first section of lots that have been sold.

Discussion:

Doug Walsh reported that both Hydro One and Union Gas will be on site next week to install hydro and gas lines.

9.21 Closed Roads

Previous Discussion:

The inventory of roads is ongoing. Councillor Jelly stated that he has been contacted again by an adjacent property owner who utilizes the unmaintained road between Laforest and Pipeline Road and is concerned about the state of the road following the use by the Snow Travelers Trail. Chris Oslund will contact the organization in order to resolve the concerns.

Discussion:

Chris Oslund has been in contact with the Snow Travelers organization and has come up with a solution for the concern of the one section of unmaintained road that is used as part of the local snow traveler trail system.

Chris has suggested that for liability reasons, the City should assume old roads and have them properly signed as "unmaintained". Staff will have to determine what may already be in existence for signage, as well; determine the locations of such roads.

9.22 Relocation of Storm Sewer – Haliburton Street

Previous Discussion:

Ongoing – This project will be requested as part of the 2016 Capital Budget.

Discussion:

No update

9.23 Storm Sewer – Smallmans Drugstore

Previous Discussion:

A water/drainage issue has presented itself in the parking lot of Smallmans Pharmacy in Haileybury. It appears to be lacking proper drainage due to collapsed storm piping which runs from the retaining wall at the Cenotaph to the commercial building at the corner of Ferguson and Main. Staff will determine if there is an alternative for rerouting the water and will consult with the owner of the Pharmacy to coordinate repair.

Discussion:

Doug Walsh reported that work has started on the storm sewer and will continue for the next couple days. Once completed, staff will return to repair the damaged asphalt. Doug will ensure that an easement is obtained for any future work.

9.24 Storm Sewer – Bolger Ave

Previous Discussion:

Doug Walsh made the committee aware of two sagging areas on a storm sewer drain on Bolger Ave in New Liskeard. Doug will be contacting Pedersen Construction for a price on repairing.

Discussion:

Pedersen Construction recently repaired two sags in the storm sewer at this location. To allow for settling, repairs to the residents interlocking stone will take place in the spring of 2016.

9.25 2016 Budget

Previous Discussion:

Doug Walsh stated that the first draft of the 2016 Budget (Operations) will be submitted by the end of this week.

Discussion:

Doug Walsh presented the draft 2016 Public Works Capital Budget to the Committee, highlighting any necessary carryovers from 2015. Doug also provided a breakdown of work that is proposed to be completed along Lakeshore Road as part of the 2016 Roads Program, which includes a possible relocation to the existing route of the STATO trail.

Steve Burnett provided the Committee with the draft budget for Environmental Capital Projects for 2016.

The draft budgets will be presented in their entirety at an upcoming Corporate Services Committee meeting prior to being presented to all of Council in late November.

10.0 NEW BUSINESS

10.1 Audible Pedestrian Signals

Discussion:

The Committee acknowledged a report received from the Temiskaming Shores Accessibility Advisory Committee regarding concerns with the Audible Pedestrian Signals located at the crosswalks in downtown New Liskeard. The report contained several recommendations including relocation of the signals, the hiring of a traffic engineer to provide guidance on the flow of traffic, public education programs for use of the signals and increased testing of the audible signals by a trained contractor. The group also had concerns in regards to the location of the seasonal BIA decorations covering the signals on the poles.

The Committee agreed that minor modifications could be made for the time being with the volume of the signals and location of BIA decorations. Cost to cover the items such as a traffic engineer could be considered as part of the 2016 budget process; however, relocation of the poles will not take place until such time there is considerable infrastructure work completed in the area.

10.2 Church St Sidewalk

Discussion:

Doug Walsh received a letter from a resident concerning the condition of the sidewalk on Church St. in New Liskeard. Doug stated that the repair and maintenance will occur in conjunction with the sidewalk maintenance program.

10.3 Bridge Repairs

Discussion:

Doug Walsh informed the Committee of upcoming work that will be completed on various bridges in the municipality. Work will be performed by the bridge crew from Miller Maintenance. The City is also due for a bridge inspection in 2016.

10.4 Bay Street snow dump

Discussion:

Mayor Kidd has received a letter from a resident regarding the vacant land at the end of Bay Street in New Liskeard being used as a dumping area by Public Works staff. The resident expressed concerns about noise levels, hours of operation and the waste of tax dollars. Doug Walsh will be writing a memo to Council explaining the reasons why this area is used by the Department in order to assist with a response letter.

11.0 ADMINISTRATIVE REPORTS

- Speed Limit – Lakeshore Road
- Tri-Axle Truck Rental
- Memo – Response to resident – Bay St. snow dump

12.0 CLOSED SESSION

Recommendation PW-2015-057

Moved by: Mayor Carman Kidd

Be it recommended that:

The Public Works Committee convene into Closed Session at 12:05 p.m. to discuss:

- a) Under Section 239 of the Municipal Act, 2 b)
 - Personal matters about an identifiable individual, including municipal or local board employees
- b) Under Section 239 of the Municipal Act, 2 f)
 - Advice that is subject to solicitor-client privilege, including communications necessary for that purpose

CARRIED

Recommendation PW-2015-058

Moved by: Councillor Doug Jelly

Be it recommended that:

The Public Works Committee rise without report at 12:15 p.m.

CARRIED

13.0 NEXT MEETING

The next meeting of the Public Works Committee is scheduled for November 26, 2015 in the New Liskeard Board Room (325 Farr Drive – City Hall) to commence at 9:00 a.m.

14.0 ADJOURNMENT

Recommendation PW-2015-059

Moved by: Councillor Doug Jelly

Be it recommended that:

The Public Works Committee meeting is adjourned at 12:20 p.m.

CARRIED

COMMITTEE CHAIR – D. JELLY

RECORDING SECRETARY

Memo

To: Mayor and Council
From: Douglas Walsh, Director – Public Works
Date: November 9, 2015
Subject: Church Street – Wellington Street to Armstrong Street Sidewalk
Attachments: **Appendix 01** – Correspondence, Ms. Mary Boyd, dated June 2, 2015
Appendix 02 – Correspondence, Ms. Mary Boyd, received October 20, 2015
Appendix 03 – Registered Plan 54M-11-N.B.
Appendix 04 – Sketch of Church Street – Armstrong St. to Wellington St.

Mayor and Council:

Further to the above noted correspondence, referred to the Public Works Department at the Regular Meeting of Council on November 3, 2015 I wish to provide the following information in response.

As illustrated in **Appendix 03**, being a copy of the Registered Plan for the area in question, the width of the laneway easement is shown to be thirty (30) feet in width. For all intents and purposes this easement, established in 1894 was not designated as a street (typically sixty-six feet in width) but as a laneway to connect Armstrong Street to Wellington Street. The Plan also illustrates that the laneway was intended to extend further westward between Wellington Street and Paget Street.

At some point in time the decision was made to install a concrete walkway (approximately 0.9 metres in width) on the north side of the easement and to pave much of the remaining portion to allow for a hard driving surface. The earlier road section had allowed for two way traffic from Armstrong Street to Paget Street.

In 1986 the section between Wellington Street and Paget Street was reconstructed to a more typical “one-way” street section and the sidewalk was re-located to the south side of the easement and mountable curbs were placed on the north side of the easement to accommodate parking at St. Paul’s United Church. Although the laneway from Armstrong Street to Wellington Street was also designated as a “one-way street” a similar section has not been considered for this portion due to the steeper side slopes to the south, utility poles and limited room to the north (Baptist Church) as one approaches the intersection at Wellington Street. The existing walkway remains at a sub-standard width (typically 1.5 metre width for new construction) also due to limited cross section width in this area. Due to the location (edge of property line) of the Match Factory, there is insufficient room to extend the walkway towards Armstrong Street.

Sidewalks in Temiskaming Shores are inspected annually, as per the Minimum Maintenance Standards for Sidewalk Surface Discontinuities, focusing on major deformation and trip hazards that exceed two (2) centimetres. Identified hazards are measured, marked and recorded and corrective actions are taken to ensure that those identified are reduced or eliminated.

Further to the letter dated June 2, 2015 (**Appendix 01**) Public Works staff reviewed the section of walkway as part of the 2015 annual inspection and marked a defect as noted in the letter received on October 20, 2015 (**Appendix 02**). The defect was reduced by grinding the area with a carbide blade attached to a grinder designed for that purpose.

Reconstruction of this section of roadway (including sidewalk or walkway) has not been included as a priority in the current Asset Management Plan. Currently, sidewalks also exist along both sides of Wellington Street from Whitewood Avenue to Church Street (laneway) and on the south side of Sharpe Street from Church Street to Armstrong Street. These sections of walkways are wider with less of a grade to navigate and the latter section is not maintained during the winter months due to accessibility for the sidewalk machine. The walkway on Church Street from the Match Factory to Wellington is maintained by the grader while the street cleaning operation is taking place.

Reviewed and approved by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

G. Douglas Walsh
Director of Public Works

Christopher W. Oslund
City Manager



MARY M BOYD
PO BOX 2696
NEW LISKEARD ON
PQJ 1P0

RECEIVED

JUN 08 2015

27 Wellington St N.
June 2nd 2015

The Mayor & Councillors
City of Terriskany, Shores,
City Hall, Haileybury Ont. P0J1K0

Dear Sirs, I wish to draw your attention to the deplorable and dangerous condition of the sidewalk on Church Street between Wellington and Armstrong Streets. It has been neglected ever since we returned to live in New Liskeard in 2008. There is one section which is badly broken up, leaving a fairly deep hole which makes it necessary to step into the traffic lane - not an option on this narrow street when there is a school bus or other vehicles coming! The sidewalk (or what's left of it) comes to an abrupt end at the corner of The Match Factory building. To make matters worse, there have recently been cars parked close to the building, on the paved section in what should have been designated as sidewalk. This makes it necessary to step even further, into the ^{traffic lane, into} path of vehicles making the sharp turn from Armstrong Street. This is a direct route for many people, to and from the Bus Stop and 'down town' business and shopping area, also a link to the Boardwalk.

I would like to suggest that some of you take a walk down this street, preferably with a 'walker' or baby stroller and at 'rush hour traffic' time.

Some time ago I did 'complain' to the Works Dept. and a councillor but obviously on deaf ears! The only time this roadway seems to get any attention is when the traffic is detoured for Summerfest.

2.

etc. Would you please give Pedestrians some consideration and at least have the broken section fixed and the Armstrong end properly designated, (didn't there used to be a seat there?) before someone gets seriously hurt. I don't need to remind you that lawsuits can be very costly!

Thanking you in anticipation of your prompt attention to this matter.

Yours sincerely

Nery Boyd.

This letter was forwarded to the Director of Public Works, Doug Walsh for a response. Once a response is prepared a copy will be forwarded to members of Council.



MARTIN DUTY
PO BOX 2696
NEW LISKEARD ON
P0J 1P0

29 Wellington St. N.

The Mayor & Councilors
The City of Temiskaming Shores
City Hall, Haileybury, P0J 1K0

Dear Sirs,

Further to my letter of June 2nd 2015 regarding the DANGEROUS condition of the sidewalk on Church Street between Wellington N and Armstrong Streets (New Liskeard). Some weeks ago I was pleased to see that it had been "orange striped" for attention. However, nothing has been done and construction season is ending. Surely some temporary measure could be taken with the worst part before someone gets seriously hurt - isn't SAFETY of the residents a high priority? In my opinion the whole sidewalk is due for complete reconstruction. There is a perfectly good sidewalk between Paget & Wellington N. streets, why is the section to Armstrong St. so neglected?

Also, vehicles are still parking alongside the 'hatch factory' building; is this legal? Or is this part of the 'hatch factory' property? If so, all the more reason for the pedestrian right of way to be properly designated - is there a shortage of paint?

I realize now that I ought to have been

more diligent with my 'complaint' years-ago
when my late husband tripped and fell, but
wasn't seriously hurt. Have any of you
ever walked down this street?

Thankyou for your prompt attention
to this matter. I would appreciate
acknowledgment of my communications
and answers to my questions.

Yours sincerely

Mary Boyd.

M-11(N.B)

2.06 1/2 15.576

This belongs to
THE LAND TITLES OFFICE
HALLEBURY

PLAN OF TOWN PLOT OF LISKEARD

PART OF LOT IX CON II
TOWNSHIP OF DYMOND
NIPISSING DISTRICT

JUNE 1894

SURVEYED BY HUGH McGRANDLE P.L.S.

SCALE 2 CHAINS TO AN INCH

This belongs to
THE LAND TITLES OFFICE
HALLEBURY

I hereby certify that this plan accurately shows the manner in which the land included therein is to be subdivided into village lots.

Witness my hand and seal at the Village of Huntsville, Ontario, this 14th day of August 1894.

LOT IX

I hereby certify that this plan accurately shows the manner in which the land included therein is to be subdivided into village lots.

Huntsville Aug 14th 1894

This plan accurately shows the manner in which the land included therein is to be subdivided into village lots.

George Edgar Paget by his attorney George Paget

Witness Charles Edward Paget
George Edgar Paget

CON II
CON I

District of
Huntsville
To Wit

I Charles Edward Paget
of the Township of Chaffoy
in the District of Huron and Province
of Ontario, do hereby

- 1 That I was personally present and did see this Plan and Triplicate thereof duly signed and accepted by George Edgar Paget by his attorney George Paget the party thereto
- 2 That the said Plan and Triplicate were executed at the Village of Huntsville.
- 3 That I know the said party
- 4 That I am a subscribing witness to the said Plan and Triplicate

Sworn before me at the Village
of Huntsville in
the District of Huron
this 26th day of November
in the year of our Lord 1897.

Charles Edward Paget

J. H. Purves
Clerk of the District

LAKE TEMISCAMINGUE

This belongs to
THE LAND TITLES OFFICE
HALLEBURY

M-11(N.B)

Interit between lots 8 and 9

Interit between lots 9 and 10



Appendix 04 – Sketch, Church Street (30 foot Laneway) Armstrong Street to Wellington Street





Memo

To: Mayor and Council
From: Douglas Walsh, Director – Public Works
Date: November 17th, 2015
Subject: Amendment to 2015 – 16 Winter Operations Shift Schedule
Attachments: **Appendix 01** – Amended Shift Schedule – 2015 – 16 Winter Operations Plan

Mayor and Council:

At the Regular Meeting of Council held on October 6th, 2015 Administrative Report PW-052-2015 was presented to Council for information and approval. At that time management staff was hopeful that a full complement of Public Works staff would be available for the upcoming winter season. Currently, the department has a staff person on long term leave, with no indication as to a full return to work date, and as such will affect the maintenance operations if the previously approved shift schedule continues.

At this time, staff is proposing a return to the format that was used during the 2013-14 Winter Operations Plan, whereby the Patrol Person that was scheduled for the afternoon shift (3:00 pm. to 11:30 p.m.), Monday through Friday, is rotated through each member of the operators pool. This will allow us to return to the four crews of five individuals, and allow for the fifth grader operator (Mechanic) to remain in the Maintenance Shop for equipment maintenance purposes as required. In the event that we are short staffed in operations, that individual could still be utilized if required.

It is recommended that Council direct staff to prepare the necessary by-law to amend By-law No. 2015-191, more specifically replace Appendix N-01 All Crews Appendix 01 attached hereto.

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

G. Douglas Walsh
Director of Public Works

Christopher W. Oslund
City Manager

November

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December

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January

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February

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March

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	Kelly Carter						Craig Bilodeau							Tim Goodyear							Thomas Tinney							Jim Foley			

April

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6:30 - 15:00	1,2,3	3c	3c	2,3,4	2,3,4	2,3,4	2,3,4	2,3,4	4d	4d	3,4,1	3,4,1	3,4,1	3,4,1	3,4,1																	
15:00 - 23:30	1e	3a	3a	2b	2b	2b	2b	2b	4e	4e	3b	3b	3b	3b	3b																	
6:30 - 15:00				Richard Corbiere								Gary Andrews								1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4			1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4	

 Weekend

 Stat Holiday

Memo

To: Mayor and Council
From: Tammie Caldwell, Director of Recreation
Date: November 17th, 2015
Subject: Healthy Kids Community Challenge Partnership
Attachments: Partnership Commitment Charter with Timiskaming Health Unit

Mayor and Council:

The City of Temiskaming Shores entered into a Transfer Agreement with the Ministry of Health and Long Term Care for the delivery of the Healthy Kids Community Challenge (HKCC). The Ministry will be allocating \$125,000 to the municipality for three years to deliver the program.

The HKCC has developed a Steering Committee composed of a number of representatives in the community. The major partner in the delivery of the program is the Timiskaming Health Unit (THU) which is committing to 50% of the Project Manager's Salary, staff expertise to support the Steering Committee and work group efforts for Challenge activities, policy and supportive environments including evidence-informed research, planning and situational assessment, assistance with project implementation as appropriate and which capacity allows and reporting and evaluation as identified/needed. The THU will also provide meeting space and support as well as healthy eating and active living resources including policy readiness resources. Attached as Attachment No. 1 to the report is the Partnership Commitment Charter between the City of Temiskaming Shores and the Timiskaming Health Unit.

The City is very appreciative for the expertise and funding being provided by the Timiskaming Health Unit and recommend:

1. That Council of the City of Temiskaming Shores acknowledge receipt of Memorandum 010-RS-2015; and
2. That Council direct staff to prepare the necessary by-law to enter into a partnership with the Timiskaming Health Unit for the adoption of a Partnership Commitment Charter for consideration at the December 1, 2015 Regular Council meeting.

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Tammie Caldwell
Director of Leisure Services

Christopher W. Oslund
City Manager

RECEIVED

OCT 19 2015



HEALTHY KIDS

COMMUNITY CHALLENGE

Partnership Commitment Charter

The City of Temiskaming Shores

Represented by Tammy Borgen-Flood, Project Manager

325 Farr Drive
Box 2050
Haileybury, Ontario
P0J 1K0

And

Timiskaming Health Unit

Represented by Kerry Schubert-Mackey

247 Whitewood Avenue, Unit 43
Box 1090
New Liskeard, Ontario
P0J 1P0

OBJECTIVE OF AGREEMENT

The Healthy Kids Community Challenge is unique in its approach to promoting healthy living messages to families and children in Ontario. One of the unique characteristics of The Healthy Kids Community Challenge is that it is built on the principle that working across sectors will increase the opportunities to promote healthy behaviour changes in children. In order to maximize the reach of the healthy living message and to promote healthy behaviour change in children, best practice has demonstrated that it is essential to work across all sectors including health care leaders, non-profit organizations, and private partners.

The objective of this agreement is to ensure that the Healthy Kids Community will achieve an effective partnership with private partners that is based on a vested interest and leverages each other's assets in the best interests of children. This agreement is intended to ensure that each private partner and Healthy Kids Community agree to work together to achieve the greater goals of the program – healthy weights for children. As well, the private partner and the Healthy Kids Community must confirm their objective and commitment to fostering an environment of trust, openness, transparency and accountability in working towards the goals of The Healthy Kids Community Challenge and in the best interests of children.

This agreement will outline the mutual obligations of The Timiskaming Health Unit and The City of Temiskaming Shores in working together to support the objectives of The Healthy Kids Community Challenge in The City of Temiskaming Shores and Southern half of the District of Timiskaming.

OBLIGATIONS OF THE PRIVATE PARTNER

As agreed to by the City of Temiskaming Shores and The Timiskaming Health Unit, the Timiskaming Health Unit has agreed to provide the following support to the City of Temiskaming Shores in support of The HEALTHY KIDS COMMUNITY CHALLENGE:

- Fifty percent of the Project Manager Salary
- THU staff expertise to support at steering committee and work group efforts for Challenge activities, policy and supportive environments
 - evidence-informed research, planning, situational assessment,
 - assistance with project implementation as appropriate and capacity allows
 - reporting & evaluation as identified/needed
- Meeting space and support.
- Healthy eating and active living resources including policy readiness resources

The Timiskaming Health Unit can:

- Include The Healthy Kids Community Challenge as part of the Timiskaming Health Unit's Corporate Social Responsibility strategy

- Freely publicize its participation in The Healthy Kids Community Challenge in the City of Temiskaming Shores pending approval of the City of Temiskaming Shores represented by the Project Manager.
 - It can, for example, print The Healthy Kids Community Challenge logo and/or program name together with such a phrase as « ..., partner in the Healthy Kids Community Challenge in the City of Temiskaming Shores» on all documents of a commercial, scientific, economic or advertising nature disseminated to third parties, as well as on The Timiskaming Health Unit's website.

In turn, the Timiskaming Health Unit commits to:

1. Fostering an environment of trust, openness, transparency and accountability in working towards the goals of The Healthy Kids Community Challenge and in the best interests of children.
2. Not undertaking any company or product marketing directly to the target population of The Healthy Kids Community Challenge during any of the planned activities and/or initiatives associated with The Healthy Kids Community Challenge.
3. Submitting communication products that refer to the Healthy Kids Community Challenge to the City of Temiskaming Shores Project Manager for approval prior to distribution. This includes all means of multi-media distribution, with the exception of initiatives of a purely internal nature (such as documents distributed to the partner's employees).
4. Examples of communication products and initiatives are (this list is not exhaustive):
 - a. Speeches at conferences, seminars, meetings;
 - b. Publications in books, magazines, collections, official documents, intended or not for the wider public;
 - c. Distribution by television, telephone, web-based or other electronic means, whatever the geographical territory it intends to reach and whatever the nature of the communication may be;
 - d. Communication of a scientific, commercial, cultural, sociological nature or less significant;
 - e. Use as a documentary or basis for fiction.

OBLIGATIONS OF THE HEALTHY KIDS COMMUNITY LOCAL STEERING COMMITTEE

The City of Temiskaming Shores Project Manager and local steering committee commit to:

1. Fostering an environment of trust, openness, transparency and accountability in working towards the goals of The Healthy Kids Community Challenge and in the best interests of children.
2. Placing the Timiskaming Health Unit's logo next to the logos of all multi-sectoral collaborating partners on all communication tools created by the city of Temiskaming Shores within the scope of The Healthy Kids Community Challenge.

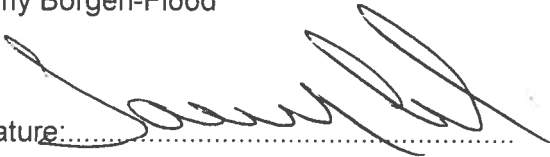
3. Reviewing the content, the outline and method of dissemination of every Timiskaming Health Unit communication product and initiative related to The Healthy Kids Community Challenge in the City of Temiskaming Shores and Southern half of the District of Timiskaming and communicating its decision to the Timiskaming Health Unit within two weeks at most.

City of Temiskaming Shores:

Represented by:

Tammy Borgen-Flood

Signature:



Date:

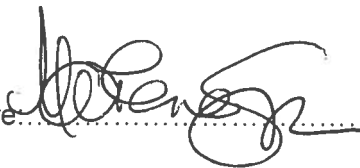
Timiskaming Health Unit

Represented by Dr. Marlene Spruyt:

MOH/CEO

Title:

Signature:



Date:

Oct 9, 2015

Subject: Marina Fees 2016 to 2018

Report No.: RS-009-2015

Agenda Date: November 17, 2015

Attachments

Appendix 01: Proposed Fee Schedule 2016-2018

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-009-2015; and
2. That Council directs staff to prepare the necessary by-law to amend By-law No. 2012-039 to adopt Marina Fee Schedule for 2016-2018 for consideration at the November 17, 2015 Regular Council meeting.

Background

Council received Administrative Report RS-002-2015 at the regular meeting of Council of February 17th, 2015 that explained how the Haileybury and New Liskeard Marinas are operated/administrated, and the current and proposed capital budget upgrades. Council approved the Marina Fee Schedule for 2015.

Boat slip fees have increased incrementally over the past five years.

Analysis

The current rate for boat slips is in the same bracket as most marinas in northeastern Ontario and higher than our neighbours on the Quebec side of Lake Temiskaming.

The slip fees are based on working towards cost recovery and staff is recommending an increase of 3% on slip fees and approximately 3.5 % on hydro fees for the next three years. **Appendix No. 1 - Proposed Fee Schedule 2016-2018** illustrates the current rates for 2015 and the proposed fee schedule for 2016 to 2018.

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 2016 operating budget includes the increase in fees as proposed in the report.

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

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Tammie Caldwell
Director of Recreation Services

Christopher W. Oslund
City Manager

Municipal Marina Fees 2016-2018

Category	Current	Proposed		
	2015	2016	2017	2018
Seasonal per Foot	30.00	31.00	32.00	33.00
More than 1 slip/boat using two slips (per foot)	33.00	34.00	35.00	36.00
Monthly per foot (Includes 15% Admin Fee)	34.35	35.40	36.45	37.55
Monthly more than 1 slip/boat (per foot)-includes 15% Admin Fee	37.90	39.00	40.20	41.41
Seasonal Rate for Personal Water Craft (i.e. sea doo)	155.00	160.00	165.00	170.00
Hydro (Seasonal)	150.00	155.00	160.00	166.00
Hydro and Air Conditioner (Seasonal)	296.00	306.00	317.00	328.00
Key	20.00	n/a	n/a	n/a
Winter Boat Storage on Municipal Property	225.00	235.00	245.00	255.00
Transient	25.00	26.00	27.00	28.00

Plus Applicable Taxes

3% increase per year on slip fees
 3.5 % increase per year on hydro, hydro and air
 Key fee is included in per foot slip fee
 Winter Storage \$10 increase per year
 Transient increase of \$1 each year, Per Night Fee

The Corporation of the City of Temiskaming Shores

By-law No. 2015-209

Being a by-law to Repeal By-law No. 2013-185 being a by-law to amend By-law No. 2012-084 as amended, being a by-law to regulate Property Standards for property within the Municipality – Temporary Plastic Shelters

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

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

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

And whereas Council adopted By-law No. 2012-084 being a by-law to regulate property standards for the property within the municipality at the June 5, 2012 Regular Council meeting;

And whereas Council considered Administrative Report GCP-011-05-2013 at the November 19, 2013 Regular Council meeting resulting in the adoption of By-law No. 2013-185 to amend By-law No. 2012-084 to incorporate provisions related to Temporary Plastic Shelters;

And whereas Council considered a legal opinion at the November 3, 2015 Regular Council meeting and directed staff to prepare a by-law to repeal By-law No. 2013-185 being a by-law to amend By-law No. 2012-084 to incorporate provisions related to Temporary Plastic Shelters;

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

1. That By-law No. 2013-185 is hereby repealed.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor changes or corrections of a grammatical or typographical nature to the By-law and schedule, after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law.

Read a first, second and third time and finally passed this 17th day of November, 2015.

Deputy Mayor – Mike McArthur

Clerk – David B. Treen

The Corporation of the City of Temiskaming Shores
By-law No. 2015-210
Being a by-law to adopt Terms of Reference for the New
Liskeard Business Improvement Area – Board of
Management

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

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

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

And whereas Council desires to adopt a Terms of Reference for the New Liskeard Business Improvement Area Board of Management;

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

1. That Council adopts Terms of Reference for the New Liskeard Business Improvement Area – Board of Management identified as Schedule "A", attached hereto 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.

Read a first, second and third time and finally passed this 17th day of November, 2015.

Deputy Mayor – Mike McArthur

Clerk – David B. Treen



Schedule “A” to

By-law No. 2015-210

Terms of Reference
New Liskeard Business Improvement Area – Board of
Management



New Liskeard Business Improvement Area Committee

Terms of Reference

1.0 Introduction

The City of Temiskaming shores is a hub for many rural residents across northern Ontario. Downtown New Liskeard has been expanding over the years, and helping to promote our downtown businesses should be considered a vital task. Boosting, then preserving our city's economy will only further its growth. Keeping the streetscape of our business area shows the surrounding community our dedication to a well-kept, professional place to do business.

The main purpose of a BIA is to maintain a dynamic local neighbourhood and to promote the area as a business or shopping destination, and though the major goal of revitalizing and retention is to encourage both local residents and others to spend their shopping dollars within the local district, all businesses and residents in the area may benefit as well.

The role of the BIA committee and it's over 150 involved businesses is to create comradery amongst each other, and work as a team to engage the surrounding public in commerce as well as recruit new client bases from neighbouring cities, towns and municipalities.

In response to the priority identified by council and the business community at large, to promote and facilitate a stronger brand for downtown New Liskeard, the creation of a specific committee was identified. This committee, to be known as the Business Improvement Area Committee will function in accordance with the following terms of reference approved by council.

2.0 Mandate

The mandate of the Business Improvement Area (BIA) committee is to provide BIA businesses with information and recommendations on how to build their businesses, attract more traffic into the downtown core, allow new and existing members to better understand the value of the organization, and to provide members the opportunity to

voice concerns and ideas.

The BIA will assist business owners and council by fostering and promoting effective business development tools to enhance local commerce, and sustain an atmosphere that results from the presence of a BIA.

3.0 Objectives

The Key objectives of the Business Improvement Area Committee are to:

- 3.1 To promote the area as a business or shopping destination.
- 3.2 Establish an understanding to who our area customers are. Creating effecting marketing strategies and promotions to retain and expand the customer base.
- 3.3 To oversee the improvement, beautification, and maintenance of municipality owned land, buildings, and structures in the area beyond that provided at the expense of the municipality generally.
- 3.4 Providing more customer friendly, seasonal signage, street furniture, planters, banners, sidewalk treatments, etc. to provide a festive environment for businesses, services, and clientele during key shopping seasons, as well as during “off peak” periods.
- 3.5 To organize and/or work together with BIA members to plan special events that highlight attributes of our area and increase customer visits.

4.0 Accountability

- 4.1 The New Liskeard Business Improvement Area Committee is established by council in accordance with the requirements of Section 204 through section 215 of the Municipal Act.
- 4.2 The BIA is deemed a board of management, and except where prescribed herein functions in accordance with Section 204. 1, 2, and 2.1 “Designation of improvement area, Corporation, and Local board Status” of the Municipal Act.

204. (1) A local municipality may designate an area as an improvement area and may establish a board of management,

(a) to oversee the improvement, beautification, and maintenance of municipality-owned land, buildings, and structures in the area beyond that provided at the expense of the municipality generally; and

(b) to promote the area as a business or shopping area.

(2) A board of management is a corporation consisting of the number of

directors established by the municipality,

(2.1) A board of management is a local board of the municipality for all purposes.

5.0 Composition

5.1 One member of Council will be appointed by Council to the BIA in accordance with Section 204.3 of the Municipality Act.

204.3 A board of management shall be composed,

- (a) One or more directors appointed directly by the municipality; and
- (b) The remaining directors selected by a vote of the membership of the improvement area and appointed by the municipality.
- (c) Six (6) members will be elected by the membership.
- (d) Meeting quorum shall be 3 members.

5.2 The municipality may refuse to appoint a person selected by the members of an improvement area, in which case the municipality may leave the position vacant or direct that a meeting of the members of the improvement area be held to elect or select another candidate for the municipality's consideration.

5.3 The term of the directors of the board of management is the same as the term of the council that appointed them, but continues until their successors are appointed. Sec 204 (10) of the Municipal Act.

5.4 Directors are eligible for reappointment.

5.5 Subject to subsection 9, if a vacancy occurs for any cause, the municipality may appoint a person to fill the vacancy for the unexpired portion of the term and the appointed person is not required to be a member of the improvement area.

5.6 At the first meeting of each council term, the BIA shall elect a Chair and a Vice-Chair to serve the council term, as well as an appointed Treasurer, and a volunteer or employed Secretary. The appointed council member of the BIA cannot be voted Chair or Vice-Chair.

6.0 Membership

6.1 Members of an improvement area consist of persons who are assessed, on the last returned assessment roll, with respect to rateable property in the area that is in prescribed business property class and tenants of such property.

6.2 In determining whether a person is a tenant or not, the clerk of the municipality may accept a list provided under clause 210 (2) (b) or the declaration of a person

that the person is a tenant and the determination of the clerk is final. Clause 210 (2) (b) reads:

“A person who receives a notice under subsection (1) shall, within 30 days after the notice was mailed, give the clerk of the municipality a list of every tenant described in clause (a) and share of the taxes that each tenant is required to pay and the share that the person is required to pay.”

- 6.3 Each member of an improvement area has one vote, regardless of the number of properties that the member may own or lease in the improvement area.
- 6.4 A corporate member of an improvement area may nominate in writing one individual to vote on behalf of the corporation.

7.0 Budget

- 7.1 A board of management shall prepare a proposed budget for each fiscal year by the date in the form required by the municipality and shall hold one or more meetings of the members of the improvement area for discussion of the proposed budget.
- 7.2 A board of management shall submit the budget to council by the date and in the form required by the municipality and the municipality may approve it in whole or in part but may not add expenditures to it.
- 7.3 A board of management shall not,
 - (a) spend any money unless it is included in the budget approved by the municipality in a reserve fund.
 - (b) incur any indebtedness extending beyond the current year without the prior approval of the municipality; or
 - (c) Borrow money. Sec 205 (3)
- 7.4 A board of management shall give *reasonable notice* to the general membership of the improvement area of a meeting for the purposes of a discussion of the proposed budget.
- 7.5 A board of management shall submit its annual report for the preceding year to council by the date and in the form required by the municipality and the report shall include audited financial statements.
- 7.6 The municipal auditor is the auditor of each board of management and may inspect all records of the board.

8.0 Funds to be raised

- 8.1 The municipality shall annually raise the amount required for the purposes of the

BIA, including any interest payable by the municipality on money borrowed by it for the purposes of the board of management.

- 8.2 Funds will be raised by levy upon rateable property in the improvement area that is in a prescribed business property class; or by levy upon rateable property in the improvement area that is in a prescribed business property class and that, in council’s opinion, derives special benefit for the improvement area, which levy may be calculated using different percentages of the assessment for one or more separately assessed properties or categories of separately assessed properties in the prescribed class if the resulting levy is equitable in accordance with the benefits that, in council’s opinion, accrue to the properties from the activities related to the improvement area.
- 8.3 The municipality may establish a minimum or maximum charge for both, expressed for one or more separately assessed properties or categories of separately assessed properties in a prescribed class, as, percentages of the assessed value of rateable property in the improvement area that is in a prescribed business property class in dollar amounts, or percentages of the board of management’s annual budget.

9.0 Changes to boundary

- 9.1 The municipality may alter the boundaries of an improvement area and the board of management for that improvement area is continued as the board of management for the altered area.
- 9.2 Before passing a by-law, notice of the proposed by-law shall be sent by prepaid mail to the board of management of the improvement area, if any, and to every person who, on the last returned assessment roll, is assessed for rateable property that is in a prescribed business property class which is located,
- (a) where the improvement area already exists, in the improvement area and in any geographic area the proposed by-law would add to the improvement area; and
 - (b) where a new improvement area would be created by the proposed by-law, in the proposed improvement area.
- 9.3 A person who receives a notice shall, within 30 days after the notice is mailed,
- (a) give a copy of the notice to each tenant of the property to which the notice relates who is required to pay all or part of the taxes on the property; and
 - (b) give the clerk of the municipality a list of every tenant described in clause (a) and the share of the taxes that each tenant is required to pay and the share of the person is required to pay.
- 9.4 A municipality shall not pass a by-law to change the BIA boundary if written

objections are received by the clerk within 60 days after the last day of mailing of the notices, if the objections have been signed by at least one-third of the total number of people entitled to the notice, and the objectors are responsible for, in the case of a proposed addition to an existing BIA, at least one-third of the taxes levied for purposes of the general local municipality levy on rateable property.

9.5 If sufficient objections are withdrawn in writing within the 60 day period, the municipality may pass the by-law.

9.6 The clerk shall determine whether or not these conditions have been met and, if they are, shall issue a certificate affirming that fact. The determination of the clerk is final.

9.7 Tenants are deemed responsible for the part of the taxes that the tenant is required to pay under the tenant’s lease.

10.0 Dissolution of the Board

10.1 Upon repeal of a by-law under subsection 204 section 1, the board of management is dissolved and the assets and liabilities of the board become the assets and liabilities of the municipality.

10.2 If the liabilities assumed under subsection 1 exceed the assets assumed, the council may recover the difference by imposing a charge on all rateable property in the former improvement area that is in a prescribed business property class.

11.0 Conduct of Members

11.1 No member, individually or as a group, shall provide comment, opinion or make representation of any kind to any person or group with respect to any matter or thing related to the function of the BIA or Council unless authorized to do so by a resolution of the BIA or Council.

11.2 Should a member knowingly violate city policies, or conducts themselves in an unfavourable manner to the achievement of the mandate and vision of the BIA, Council may repeal their membership.

11.3 No member shall make any commitments, financial or otherwise, in respect of the BIA, or in any manner enter into any form of agreement or receive other incentives or benefits either individually or as a group with respect to their membership within the BIA.

11.4 Where applicable, members shall declare a conflict of interest and shall at all times conform with the requirements of section 22 – “Conflict of Interest” as detailed in the City of Temiskaming Shores Procedural By-law No. 2008-160.

11.5 Should a member fail to participate in three (3) consecutive regular meetings, or more than 50 percent of all regular meetings of the BIA in any calendar year

exclusive of a granted leave of absence, Council may repeal their membership.

- 11.6 Should a member request a leave of absence from the BIA committee, such request shall not exceed six (6) months in length and shall be made to Council through the BIA.

The Corporation of the City of Temiskaming Shores

By-law No. 2015-211

**Being a by-law to amend By-law No. 2015-030, as
amended being a by-law to appoint community
representatives to various Committees and Boards for
the 2014-2018 Term of Council – New Liskeard Business
Improvement Area**

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

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

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

And whereas Council adopted By-law No. 2015-030 to appoint community representatives to various Committees and Boards for 2015-2018 term of Council;

And whereas Council deems it necessary to amend By-law No. 2015-030.

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

1. That Schedule "A" to By-law No. 2015-030, as amended be further amended to remove **Elesha Teskey, Joline Rivard and Erin Little** as appointed members to the New Liskeard Business Improvement Area – Board of Management;
2. That Schedule "A" to By-law No. 2015-030, as amended be further amended to appoint **Andy Ringuette, Bea Demarce, Devon Teeple and Michele Lamoureux** as community representatives to the New Liskeard Business Improvement Area – Board of Management for the 2014-2018 term of Council;

Read a first, second and third time and finally passed this 17th day of November, 2015.

Deputy Mayor – Mike McArthur

Clerk – David B. Treen

The Corporation of the City of Temiskaming Shores

By-law No. 2015-212

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

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

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

And whereas Council considered Administrative Report No. RS-008-2015 (Bucke Park Fees) at the October 20, 2015 Regular Council meeting and Administrative Report No. RS-009-2015 (Marina Fees) at November 17, 2015 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2012-039 (Fees By-law) for consideration at the November 17, 2015 Regular Council meeting;

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

1. That the Bucke Park table of Schedule “D” – Recreation Services of By-law No. 2012-039, as amended, be removed and replaced with the following:

Bucke Park				
		2016	2017	2018
Tent Rates	Daily	\$25.00	\$25.00	\$25.00
	Weekly	\$155.00	\$155.00	\$155.00
	Monthly	\$465.00	\$465.00	\$465.00
Trailer Rates	Daily	\$45.00	\$47.50	\$50.00
	Weekly	\$225.00	\$235.00	\$245.00
	Monthly	\$625.00	\$650.00	\$675.00
	Seasonal	\$1,650.00	\$1,800.00	\$1,950.00
Docking Fees	Daily	\$15.00	\$15.00	\$15.00
	Weekly	\$80.00	\$80.00	\$80.00
	Monthly	\$155.00	\$155.00	\$155.00
	Seasonal	\$285.00	\$285.00	\$285.00

Note: Air Conditioner and Winter Storage Fees are incorporated into fees.

2. That the Municipal Marinas table of Schedule “D” – Recreation Services of By-law No. 2012-039, as amended, be removed and replaced with the following:

Municipal Marinas – all fees plus applicable taxes			
	2016	2017	2018
Seasonal (per foot)	\$ 31.00	\$ 32.00	\$ 33.00
More than 1 slip/boat using two slips (per foot)	\$ 34.00	\$ 35.00	\$ 36.00
Monthly – includes 15% Admin Fee (per foot)	\$ 39.00	\$ 40.20	\$ 41.41
Seasonal Rate for Personal Water Craft (i.e. sea doo)	\$ 160.00	\$ 165.00	\$ 170.00
Hydro (seasonal)	\$ 155.00	\$ 160.00	\$ 165.00
Key	N/A	N/A	N/A
Winter Boat Storage on Municipal Property	\$ 235.00	\$ 245.00	\$ 255.00
Transient (per night)	\$ 26.00	\$ 27.00	\$ 28.00

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 17th day of November, 2015.

Deputy Mayor – Mike McArthur

Clerk – David B. Treen

The Corporation of the City of Temiskaming Shores

By-law No. 2015-213

Being a by-law to amend By-law No. 2015-191 being a by-law to adopt the 2015-2016 Winter Operations Plan – Modifications to All Crew Schedule

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

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

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

And whereas Council adopted By-law No. 2015-191 being a by-law to adopt the 2015-2016 Winter Operations Plan at the October 6, 2015 Regular Council meeting;

And whereas Council considered Memo No. 020-2015-PW at the November 17, 2015 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2015-191 being the 2015-2016 Winter Operations Plan to replace Appendix N – 01 All Crews for consideration at the November 17, 2015 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 hereby amends Schedule "A" to By-law No. 2015-191 by replacing Appendix N-01 All Crews with Schedule "A" attached hereto and forming part of this by-law; and
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make 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 17th day of November, 2015.

Deputy Mayor – Mike McArthur

Clerk – David B. Treen

November

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
22:00 - 6:30	3	3	3	3	3	PT	PT	4	4	4	4	4	2a	2a	1	1	1	1	1	3a	3a	2	2	2	2	2	4a	4a	3	3	
6:30 - 15:00		4,1,2	4,1,2	4,1,2	4,1,2	4,1,2	2c	2c	1,2,3	1,2,3	1,2,3	1,2,3	1,2,3	3c	3c	2,3,4	2,3,4	2,3,4	2,3,4	2,3,4	4d	4d	3,4,1	3,4,1	3,4,1	3,4,1	3,4,1	1d	1d	4,1,2	
15:00 - 23:30		1e	1e	1e	1e	1e	2a	2a	1e	1e	1e	1e	1e	3a	3a	2b	2b	2b	2b	2b	4e	4e	3b	3b	3b	3b	3b	PT	PT	4b	
			Jim Foley						Jim Foley							Richard Corbiere							Gary Andrews								

December

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
22:00 - 6:30	3	3	3	1a	1a	4	4	4	4	4	2b	2b	1	1	1	1	1	3b	3b	2	2	2	2	2	4b	4b	3	3	3	3	3
6:30 - 15:00	4,1,2	4,1,2	4,1,2	4,1,2	2d	2d	1,2,3	1,2,3	1,2,3	1,2,3	1,2,3	3d	3d	2,3,4	2,3,4	2,3,4	2,3,4	2,3,4	4b	4b	3,4,1	3,4,1	3,4,1	3,4,1	3,4,1	1b	1b	4,1,2	4,1,2	4,1,2	4,1,2
15:00 - 23:30	4b	4b	4b	4b	2e	2e	1c	1c	1c	1c	1c	3e	3e	2a	2a	2a	2a	2a	4c	4c	3a	3a	3a	3a	3a	1c	1c	4a	4a	4a	4a
	Wayne Arsenault						Kyle Brown							Al Proteau							Joe Gilbert							Brad Morin			

January

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
22:00 - 6:30	1b	1b	4	4	4	4	4	2c	2c	1	1	1	1	1	3c	3c	2	2	2	2	2	4c	4c	3	3	3	3	3	1c	1c	4			
6:30 - 15:00	4,1,2	2b	2b	1,2,3	1,2,3	1,2,3	1,2,3	1,2,3	3b	3b	2,3,4	2,3,4	2,3,4	2,3,4	2,3,4	4a	4a	3,4,1	3,4,1	3,4,1	3,4,1	3,4,1	1a	1a	4,1,2	4,1,2	4,1,2	4,1,2	4,1,2	2a	2a			
15:00 - 23:30	4a	2c	2c	1a	1a	1a	1a	1a	3c	3c	2d	2d	2d	2d	2d	4d	4d	3e	3e	3e	3e	3e	1d	1d	4e	4e	4e	4e	4e	2d	2d			
		Robin Imbeau								Randy Belanger								Darrell Phaneuf								Richard Nichol								

February

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29			
22:00 - 6:30	4	4	4	4	2d	2d	1	1	1	1	1	3d	3d	2	2	2	2	2	4d	4d	3	3	3	3	3	3	1d	1d	4	4		
6:30 - 15:00	1,2,3	1,2,3	1,2,3	1,2,3	1,2,3	3a	3a	2,3,4	2,3,4	2,3,4	2,3,4	2,3,4	4e	4e	3,4,1	3,4,1	3,4,1	3,4,1	3,4,1	PT	PT	4,1,2	4,1,2	4,1,2	4,1,2	4,1,2	2e	2e	1,2,3			
15:00 - 23:30	1b	1b	1b	1b	1b	3d	3d	2c	2c	2c	2c	2c	4b	4b	3c	3c	3c	3c	3c	1b	1b	4c	4c	4c	4c	4c	2b	2b	3d			
	Lee Inglis						Kevin Twiner							Andrew McLean							Mac Craig											

March

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
23:00 - 7:30	4	4	4	2e	2e	1	1	1	1	1	3e	3e	2	2	2	2	2	4e	4e	3	3	3	3	3	PT	PT	4	4	4	4	4
6:30 - 15:00	1,2,3	1,2,3	1,2,3	1,2,3	3e	3e	2,3,4	2,3,4	2,3,4	2,3,4	2,3,4	4c	4c	3,4,1	3,4,1	3,4,1	3,4,1	3,4,1	1c	1c	4,1,2	4,1,2	4,1,2	4,1,2	4,1,2	2c	2c	1,2,3	1,2,3	1,2,3	1,2,3
15:00 - 23:30	3d	3d	3d	3d	3b	3b	4d	4d	4d	4d	4d	4a	4a	2e	2e	2e	2e	2e	1a	1a	1d	1d	1d	1d	1d	2a	2a	1e	1e	1e	1e
	Kelly Carter						Craig Bilodeau							Tim Goodyear							Thomas Tinney							Jim Foley			

April

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
23:00 - 7:30	2a	2a	1	1	1	1	3a	3a	2	2	2	2	2	2																
6:30 - 15:00	1,2,3	3c	3c	2,3,4	2,3,4	2,3,4	2,3,4	4d	4d	3,4,1	3,4,1	3,4,1	3,4,1	3,4,1	3,4,1															
15:00 - 23:30	1e	3a	3a	2b	2b	2b	2b	4e	4e	3b	3b	3b	3b	3b																
6:30 - 15:00				Richard Corbiere							Gary Andrews							1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4		1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4		

 Weekend

 Stat Holiday