



The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, June 21, 2016
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 – June 7, 2016

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

8. **Question and Answer Period**

9. **Presentations / Delegations**

- a) Sharon Evans-O'Shaughnessy "*Make a Difference*" Award

Re: Presentation to Lynn Baldovin

10. **Communications**

- a) Maggie Downey, Administrative Assistant – Municipality of Chatham-Kent

Re: Request for Support – Climate Change Action Plan – Natural Gas

Reference: Received for Information

- b) Kathleen McFadden, Assistant Deputy Minister – Ministry of Natural Resources and Forestry

Re: Forest Tenure Modernization – Review of Ontario's forest tenure

Reference: Received for Information

- c) M.M. (Marc) Bedard, Superintendent – Ontario Provincial Police

Re: 2016 Municipal Policing Bureau initiatives

Reference: Referred to the Police Services Board

- d) Tammy Fowkes, Deputy Clerk – Town of Amherstburg
Re: Request for Support – Cutbacks to Behavioral Therapy for Children with Autism Spectrum Disorder
Reference: Received for Information

- e) Notification - Canada Post
Re: Negotiations Update – Possible Work Disruption
Reference: Received for Information

- f) Andrew Healy, Senior Environmental Planner – MTO Northeastern Region
Re: Wildlife Fencing along Hwy 11 north of North Bay (not feasible)
Reference: Received for Information

- g) Accessibility Directorate of Ontario
Re: Notice – Accessibility Compliance Changes
Reference: Referred to Senior Staff

- h) Jo Ann Ducharme, Clerk – Town of Kirkland Lake
Re: Request for Support – Petition Province of Ontario to ban all door-to-door sales (i.e. HVAC, water heaters, water filtration systems, home energy products)
Reference: Referred to Municipal Clerk (Business Licensing Review)

- i) Edgar Lavoie – Last Link Project
Re: News Release – Completing the First Trans-Canada Highway in Ontario

Reference: Referred to Haileybury Heritage Museum and the Little Claybelt Homesteaders Museum

j) Scott Moffat, Councillor – Rideau-Goulbourn

Re: Letter to Minister of Finance – Municipal Role in the Siting of Wind Power Projects

Reference: Referred to Planner

k) Alison Stanley, Information and Communications Officer - FONOM

Re: FONOM pleased that Northern Liberal MPPs will Hold Cabinet Positions

Reference: Received for Information

l) Karen Wallace, Clerk – Township of Wellington North

Re: Request for Support – Call to ban Door-to-Door sales in Ontario

Reference: Referred to Municipal Clerk (Business Licensing Review)

m) M. M. (Marc) Bedard, Superintendent – Ontario Provincial Police

Re: Report available for Current Billable Calls for Service (CFS)

Reference: Referred to Temiskaming Shores Police Services Board

n) Mary Ellen Greb, CAO – Township of South – West Oxford

Re: Letter to ROMA – Opposition to the division of the AMO and ROMA Conferences

Reference: Received for Information

o) Kathleen Wynne, Premier – Province of Ontario

Re: Response Letter – Council Resolution regarding physicians in rural areas

Reference: Received for Information

Draft Motion

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

11. Committees of Council – Community and Regional

Draft Motion

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

- a) Minutes of the Emergency Management Program Committee meeting held on May 25, 2016;
- b) Minutes of the District of Timiskaming Social Services Administration Board meeting held on March 23, 2016;
- c) Minutes of the Timiskaming Health Unit Board of Health meeting held on March 2, 2016;
- d) Minutes of the Timiskaming Health Unit Board of Health meeting held on April 6, 2016;
- e) Timiskaming Health Unit's First Quarter (January – March 2016) Report to the Board of Health;
- f) Minutes of the Temiskaming Municipal Association Annual meeting held on March 31, 2016;
- g) Minutes of the Temiskaming Municipal Association Regular meeting held on March 31, 2016;
- h) Minutes of the Temiskaming Municipal Association Executive meeting held on May 12, 2016;
- i) Minutes of the Temiskaming Shores Police Services Board meeting held on May 16, 2016;

12. Committees of Council – Internal Departments

Draft Motion

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

- a) Minutes of the Building Maintenance Committee meeting held on May 26, 2016;
- b) Minutes of the Corporate Services Committee meeting held on May 2, 2016;

13. Reports by Members of Council

14. Notice of Motions

15. New Business

- a) **Notice of Motion – One Year Phase-in – Airport Authority – Earlton-Timiskaming Regional Airport**

Draft Motion

That Council for the City of Temiskaming Shores hereby supports the creation of an Airport Authority for a one year phase-in period, at a cost of \$80,494 which is the same as our support for the ETRA in 2016.

- b) **Memo No. 008-2016-CGP – Vacant Municipal Land – Bay Street / Meridian Avenue**

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 008-2016-CGP;

That Council hereby endorses Option No. 3 being the release of a Request for Proposal with evaluation criteria for the potential sale of municipally owned lands at the end of Bay Street, adjacent to the Haileybury Medical Centre and lands at the intersection of Roland Rd and Raymond St.

c) Administrative Report No. CGP-012-2016 – Accommodation Development Potential Study

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CGP-012-2016; and

That Council directs staff to retain a research firm through an Request for Proposal (RFP) process to complete an Accommodation Development Potential Study which can be provided to potential investors at an upset limit of \$10,000.

d) Administrative Report No. CGP-013-2016 – OPA-2016-01 and ZBA-2016-01 (NL) – 100 Lakeshore Road North

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CGP-013-2016; and

That Council directs staff to prepare the necessary by-law to adopt Amendment No. 1 to the City of Temiskaming Shores Official Plan to permit the conversion of a former school at 100 Lakeshore Road North into a maximum 40 unit residential apartment building for consideration at the July 5, 2016 Regular Council meeting; and

That Council directs staff to prepare the necessary by-law to amend Zoning By-law No. 2233 of the former Town of New Liskeard to rezone 100 Lakeshore Road North from Institutional (S1) to Apartment Residential Exception 6 (R4-E6) for consideration at the July 5, 2016 Regular Council meeting.

e) 2015 Consolidated Audited Financial Statement

Presentation by Treasurer

Draft Motion

Be it resolved that Council hereby acknowledges receipt and accepts the 2015 Consolidated Financial Statements for the City of Temiskaming Shores as prepared by the firm of Kemp, Elliott and Blair L.L.P. – Chartered Accountants; and

That Council directs the Treasurer to publish notice that a copy of the 2015 Consolidated Financial Statements are available at City Hall and on the City's website in accordance with Section 295 of the Municipal Act, 2001, as amended.

f) Memo No. 013-2016-CS – Ontario Infrastructure and Lands Corporation - Loan Application

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 013-2016-CS;

That Council directs staff to prepare the necessary by-law to permit the Treasurer to proceed with application(s) to the Ontario Infrastructure and Lands Corporation for capital works as approved in the 2016 Budget – By-law No. 2016-055; and

That Council authorizes staff to prepare the necessary by-law(s) for debenture(s) as required upon the completion or substantial completion of the approved capital works for consideration at future meeting(s).

g) Administrative Report No. CS-005-2016 – Lease Renewal – Small Craft Harbour Agreement – Department of Fisheries and Oceans

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-005-2016; and

That Council directs staff to prepare the necessary by-law to enter into a five (5) year agreement with Fisheries and Oceans Canada for the Small Craft

Harbour facility (Haileybury Marina) for consideration at the June 21, 2016 Regular Council meeting.

h) Administrative Report No. CS-006-2016 – Municipal Insurance Renewal

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-006-2016;

That Council directs staff to prepare the necessary by-law to enter into an agreement with BFL Canada Ltd. brokered by Tench-MacDiarmid Insurance Brokers Ltd. for Municipal Insurance and Risk Management Services for a premium of \$307,594, plus applicable taxes for consideration at the July 5, 2016 Regular Meeting.

i) Administrative Report No. CS-007-2016 – Northern Ontario Internship Program Agreement – Engineering Technician

Note: Report not included in package; will be provided on June 20th.

j) Administrative Report No. PPP-005-2016 – Appointment of Volunteer Captain – Ronald Quenneville (Dymond Station)

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PPP-005-2016; and

That Council hereby appoints Ronald Quenneville as Volunteer Captain to the Temiskaming Shores Fire Department in accordance with By-law No. 2016-040 being a by-law for the Adoption of a Recruitment and Retention Program for the Temiskaming Shores Fire Department.

k) Memo No. 015-2016-PW – By-law No. 2016-083 – Water Works System Use By-law – Third Reading

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 015-2016-PW; and

That Council directs staff to prepare By-law No. 2015-083 for third and final reading for consideration at the June 21, 2016 Regular Council meeting.

16. By-laws

Draft Motion

Be it resolved that:

By-law No. 2016-112 Being a by-law to authorize the submission of application(s) to Ontario Infrastructure and Lands Corporation (OILC) for certain new capital works of The Corporation of the City of Temiskaming Shores and to authorize temporary borrowing from OILC to meet expenditures in connection with such works; and to authorize long term borrowing for such works through the issuance of debentures to OILC

By-law No. 2016-113 Being a by-law to authorize the entering into a Lease Agreement with Her Majesty the Queen in Right of Canada, represented by the Minister of Fisheries and Oceans for the Small Craft Harbour facility (Part 1 on Plan 54R-3418 – North Marina – Haileybury Waterfront)

By-law No. 2016-114 Being a by-law to enter into a Municipal Insurance Agreement with BFL Canada Ltd., brokered by Tench-MacDiarmid Insurance Brokers Ltd. – July 1, 2016 to June 30, 2017

be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that:

By-law No. 2016-083 Being a by-law to Regulate the Management and Operation of the Water Works System in the City of Temiskaming Shores

By-law No. 2016-112;

By-law No. 2016-113; and

By-law No. 2016-114;

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

17. Schedule of Council Meetings

a) Regular – Tuesday, July 5, 2016 at 6:00 p.m.

b) Regular – Tuesday, August 2, 2016 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. 2016-115 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 **June 21, 2016** be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that By-law No. 2016-115 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, June 7, 2016
6:00 P.M.
City Hall Council Chambers – 325 Farr Drive

Minutes

1. Call to Order

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

2. Roll Call

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
Kelly Conlin, Director of Corporate Services (A)
Tim Uttley, Fire Chief
Laura-Lee MacLeod, Treasurer
Jennifer Pye, Planner

Regrets:

Media: Diane Johnston, Temiskaming Speaker
Bill Buchberger, CJTT

Members of the Public Present: 20

3. Review of Revisions or Deletions to Agenda

None

4. Approval of Agenda

Resolution No. 2016-305

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

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

Carried

5. Disclosure of Pecuniary Interest and General Nature

None

6. Review and adoption of Council Minutes

Resolution No. 2016-306

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

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

- a) Regular Meeting of Council – May 17, 2016
- b) Special Meeting of Council – May 26, 2016

Carried

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

7.1. Official Plan Amendment (OPA-2016-01) and Zoning By-law Amendment (ZBA-2016-01 (NL))

Subject Land: 100 Lakeshore Road North (former École Sacré Coeur)

Applicant: Manuel Da Silva

Agent: Tunnock Consulting Ltd.

Purpose: To amend both the Official Plan and Zoning By-law for the conversion of the former institution to a standalone residential use to permit a 40 unit complex

Mayor Kidd indicated that the public meeting scheduled tonight is for a combined Official Plan Amendment and Zoning By-law Amendment and that the Planning Act

requires that a public meeting be held before Council decides whether to pass a by-law adopting these proposed amendments.

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

Mayor Kidd declared the meeting to be open and to be a public meeting pursuant to Sections 17 and 34 of the Planning Act and requested that Glenn Tunnock, Consultant for the applicant present the details of the Official Plan amendment and Zoning By-law amendment applications.

Mr. Tunnock utilizing powerpoint outlined the purpose of the amendments to the Official Plan and the Zoning By-law to convert the former elementary school to a residential apartment building as a standalone residential use in the Town Centre of New Liskeard.

The proposal is to convert the 1,430 m² (15,400 ft²) building to a multiple residential building with 40 residential one bedroom apartment units with a floor area varying from 400 ft² to 650 ft² with six (6) units being totally barrier free design. Minimum of four (4) affordable units, 44 parking spaces to the rear and 6 accessible barrier-free spaces in the front of the building.

Mr. Tunnock outlined that 21 of the 22 applicable policies of the Official Plan are complied with and highlighted a number elements to support compliance with the Official Plan. Mr. Tunnock recommended the following wording for the amendment to the Official Plan in order to be in compliance:

Notwithstanding Section 4.8.2 (b), the conversion of a school at 100 Lakeshore Road North shall be permitted for the purposes of a standalone residential apartment building which may house up to 40 residential units.

Mr. Tunnock continued by indicating that the current zoning of the property is Institutional (S1) and the proposed apartment building would require a designation to Apartment Residential (R4) with some site specific exceptions with regards to the south side building setback, front yard setback (Gazebo), apartment dwelling Unit area, reduction in landscaping area.

Mayor Kidd thanked Mr. Tunnock for the presentation and inquired if there were any questions or comments from the applicant. With none Mayor Kidd inquired if there were any questions or comments from the public.

Kirby Seymour – 116 Lakeshore Road North

Mr. Seymour had concerns with privacy being right next door and requested a fence between the two properties. Reviewed plans of the facility and most of the concerns have been met provided the location of various items such as garbage containers and snow storage are not relocated afterwards. The other concern is

with snow melt as they had just fixed their basement last fall and do not want to see an increase in runoff towards their house.

Louise Paoletti – 222 McCamus Avenue

Louise outlined concern with the fact that there are no two bedroom units and would like that there be consideration for such.

Mr. Tunnock indicated that the applicant has applied for to up to 40 units and the potential is there to accommodate two bedroom units; however that would be a decision of the applicant.

Mayor Kidd inquired if any members of Council had any questions or comments.

Councillor McArthur

Understands that this will be strictly for seniors, thus if the applicant has 35 units renting what happens if a non-senior approaches to rent.

Mr. Tunnock outlined that legislation would not prohibit others to inhabit the building and could not discriminate. Applicant is consulting with the Housing Authority to provide housing to those that need it and marketing would be geared towards seniors.

Councillor Laferriere

There is a lack of senior facilities in the area and project is fantastic and based on location accessibility to amenities is good. In addition the project is not seeking any additional work on our infrastructure and thanked the applicant for stepping up for this project.

Councillor Whalen

Can you explain why we need to do an amendment as opposed to an exception.

Mr. Tunnock indicated that in essence they are one in the same; the amendment is to the existing zoning by-law which includes site specific exceptions to the lands.

With no further comments Mayor Kidd declared this portion of the public meeting to be closed and advised that Council will give due consideration to all comments received tonight and that an administrative report will be considered by Council at a future meeting.

8. Question and Answer Period

Norm Stewart – 567 Latchford St.

Norm, using photos, outlined a concern with the maintenance of the Rock Walk Park and the overgrowth of grass and weeds. The recent addition to the park has resulted in piles of rock, piles of sand, piles of paving stones and it is not groomed. Northern College was approached who indicated that a deal is being worked out with the City and asked to be patient, the City outlines the same, deal is in the works, be patient.

Norm also indicated that he has cut his neighbours grass twice as she is a single mother with four children and inquired if the City could assist her or direct her for assistance.

Mayor Kidd indicated that improper maintenance could be dealt with by the Enforcement Officer who could attend and identify private companies that could assist her.

City Manager, Chris Oslund indicated that discussions were held with the College last year and the City is currently awaiting completion of some recent construction projects (Rock Park / Campus Living) at the park prior to entering for the purposes of grass maintenance. A meeting is scheduled shortly with the College for the purposes of getting an update on these projects and with concerns with features that have been added that may cause some maintenance issues.

9. Presentations / Delegations

a) Doug & Amelia Hobden – Oak Street Park

Re: Presentation

Doug and Amelia utilizing a powerpoint provided a follow-up to their presentation to Council on September 15, 2015 in regards to the trail system at the end of Elm Street along the lake. Refuse containers that were installed are being used and staff empty on a regular basis; observed OPP bike units patrolling the area and hiking trails were noticeably cleaner. Doug and Amelia are seeking the installation of various signs “No Littering”, extra “No Dumping” at access points and barriers to prevent vehicles from accessing trails off of Dawson Point Road for the purposes of dumping waste.

Amelia thanked Council and staff for their great work with the trail system.

Mayor Kidd thanked both Doug and Amelia for their efforts to keep the area clean.

- b) Michael Del Monte, Cluster Manager – Ontario Clean Water Agency

Re: Cheque Presentation – Hydro One Incentives

Mr. Del Monte outlined with the recent linking of the New Liskeard and Dymond water systems required the replacement of five (5) high lift pumps and the addition of variable frequency drives (VFD) to operate these pumps. This new equipment is of the latest technology and more efficient in keeping with the City's and OCWA's desire to reduce energy consumption.

Mr. Del Monte indicated that as a benefit of being energy responsible, incentives through Hydro One and the Independent Electricity System Operator Group were applied for by OCWA on behalf of the City and Mr. Del Monte was pleased to present the city with a cheque in the amount of \$14,892.27 and outlined that on a go forward basis OCWA will continue to make application when qualifying projects are completed.

Mayor Kidd accepted the cheque and thanked Mr. Del Monte on behalf the City.

- c) Tony Juurlink – Get Active in Temiskaming Committee

Re: One-Foot Forward: Greyson Zubycck Memorial Fun Run / Walk

Mr. Juurlink with the aid of a map outlined the route for the Fun Run / Walk to Council and the necessity to close the various streets illustrated. Mr. Juurlink also indicated that the Fun Run / Walk is scheduled for Saturday, July 9, 2016 at 9 am till 11 am.

Resolution No. 2016-307

Moved by: Councillor Jelly

Seconded by: Councillor McArthur

Be it resolved that Council for the City of Temiskaming Shores hereby acknowledges the presentation for Get Active in Temiskaming in regards to the One-Foot Forward: Greyson Zubycck Memorial Fun Run / Walk event; and

That Council directs staff to prepare the necessary by-law for Temporary Road Closures on July 9, 2016 from 6:00 am to 11:00 to accommodate the Fun Run / Walk event for consideration at the June 7, 2016 Regular Council meeting.

Carried

- d) Presentation by Mayor Kidd - Ministry of Citizenship, Immigration and International Trade Ontario

Re: Volunteer Service Award for 25 Years of Service – Dan Lavigne

10. Communications

a) Ralph Walton, Regional Clerk – Niagara Region

Re: Request for Support – increased funding for Lyme Disease

Reference: Received for Information

b) Ontario Good Roads Association – Heads Up Alert

Re: OGRA calls upon Province to Review Funding Allocation Formula

Reference: Received for Information

c) Marsha Paley, CAO – Municipality of North Middlesex

Re: Request for Support – Donation Challenge – Fort McMurray

Reference: Received for Information

d) Renee Duval, Public Health Inspector – Timiskaming Health Unit

Re: 2016 Public Beach signs and posts – Permanent Signage

Reference: Referred to the Recreation Director

e) Jamie Allen, Clerk – Town of Latchford

Re: Request for Support – Wildlife Fencing of Highway 11

Reference: Received for Information

f) Bob Chiarelli, Minister – Ministry of Energy

Re: Invitation for Feedback – Development of the next Long-Term Energy Plan

Reference: Received for Information

Resolution No. 2016-308

Moved by: Councillor McArthur

Seconded by: Councillor Foley

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. 2016-309

Moved by: Councillor Laferriere

Seconded by: Councillor Foley

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

- a) Minutes of the Temiskaming Shores Public Library Board meeting held on April 20, 2016;
- b) Minutes of the Committee of Adjustment meeting held on March 30, 2016;
- c) Minutes of the Earlton-Timiskaming Regional Airport Joint Municipal Services Board Meeting held on April 21, 2016 and the April 2016 Financial and Activity Report;
- d) Minutes of the Temiskaming Shores and Area Physician Recruitment and Retention Committee meeting held on November 13, 2015; and
- e) Minutes of the Temiskaming Shores and Area Physician Recruitment and Retention Committee meeting held on January 19, 2016.

Carried

12. Committees of Council – Internal Departments

Resolution No. 2016-310

Moved by: Councillor Jelly

Seconded by: Councillor Laferriere

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

- a) Minutes of the Protection to Persons and Property Committee meeting held on April 14, 2016; and
- b) Minutes of the Public Works Committee meeting held on April 28, 2016.

Carried

13. Reports by Members of Council

Councillor Hewitt outlined that she frequently walks the trail to which Mr. Doug Hobden and his daughter Amelia have kept clean of garbage and thanked them for their hard work and dedication.

14. Notice of Motions

Mayor Kidd

That Council for the City of Temiskaming Shores hereby supports the creation of an Airport Authority for a one year phase-in period, at a cost \$80,494 which is the same as our support for ETRA in 2016.

15. New Business

- a) **Notice of Motion – Councillor Whalen – Doctor Recruitment and Retention**

Resolution No. 2016-267 (tabled May 17, 2016)

Moved by: Councillor Whalen

Seconded by: Councillor Foley

Whereas the City of Temiskaming Shores is being asked to support a partnership in the building and growth of the Earlton-Timiskaming Regional Airport (ETRA) as an enhancement to health service in South Temiskaming; and

Whereas a strong argument has been presented by showing the need for a collaborative approach across the Region for support of health services to our residents; and

Whereas there is a strong and repetitive message that there is a shortage of doctors in South Temiskaming; and

Whereas there is a strong and repetitive message that more needs to be done to enhance Doctor Recruitment and Retention; and

Whereas there can be no stronger approach to supporting health services than a fair and equal collection and disbursement of funds to target Doctor Recruitment and Retention; and

Whereas both the Englehart & District Hospital and the Timiskaming Hospital would benefit from a stronger and more collaborative approach to Doctor Recruitment and Retention in South Temiskaming; and

Whereas the current funding proposal for the ETRA being a per capita proposal provides for a fair and equitable funding mechanism for Doctor Recruitment and Retention that can be shared on a previous year's visit basis for an equal and fair disbursement to each of the hospitals.

Now therefore be it resolved that the Council of The Corporation of the City of Temiskaming Shores hereby supports and request the addition of a per capita rate in an amount decided on by the current Doctor Recruitment and Retention Committee to the proposed per capita for air ambulance support; and

Further be it resolved that this Council hereby requests the current Doctor Recruitment and Retention Committee to set the per capita rate at an amount no less that the current support provided by the City of Temiskaming Shores; and

Further that a copy of this resolution be forwarded to all municipalities comprising of the current population calculations to support the ETRA, the ETRA Steering Committee, the Boards of both the Englehart & District Hospital and Temiskaming Hospital and the current Doctor Recruitment and Retention Committee.

Defeated

b) 2015 Year-End Operations and Capital Reports

Presentation by City Manager

Resolution No. 2016-311

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of the City of Temiskaming Shores January – December 2015 Year-End Capital Report as presented by the City Manager; and

Further be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of the City of Temiskaming Shores January –

December 2015 Year-End Operations Report as presented by the City Manager.

Carried

c) January – April 2016 Year-to-Date Capital Financial Report

Presentation by City Manager

Resolution No. 2016-312

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of the City of Temiskaming Shores January – April 2016 Year-to-Date Capital Financial Report as presented by the City Manager for information purposes.

Carried

d) Regulation of Gas prices in Ontario – Support for the City of Timmins

Resolution No. 2016-313

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Whereas the price of fuel is critical to the day-to-day cost of living for all residents of Ontario; and

Whereas the price of fuel plays a large role in establishing a competitive business climate; and

Whereas some regions in Ontario have consistently experienced higher costs that go beyond the cost difference of transporting fuel; and

Whereas the fuel sales industry is quick to raise fuel prices as the price of oil increases but fuel prices do not adjust as quickly when the price of oil decreases; and

Whereas history has shown that fuel prices increase for long weekends and holidays; and

Whereas the Province of Ontario has the ability to regulate fuel prices.

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby petitions the Government of Ontario to regulate fuel prices to the levels that are affordable and profitable as in jurisdictions within Ontario that have lower fuel prices; and

Further be it resolved that this resolution be forwarded to the City of Timmins for submission to the Premier of Ontario, the Minister of Finance, the Association of Municipalities of Ontario, Timmins-James Bay MPP Gilles Bisson, Timiskaming-Cochrane MPP John Vanthof and the Ontario Good Roads Association.

Carried

e) Approval of Council Meeting Schedule – July 2016 to January 2017

Resolution No. 2016-314

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

Whereas By-law No. 2008-160, as amended indicates that Regular Meetings of Council shall be held on the first and third Tuesdays of each month commencing at 6:00 p.m. unless otherwise decided by Council.

Now therefore be it resolved that Council for the City of Temiskaming Shores does hereby confirm the following schedule of meetings for the months of July 2016 to December 2016:

Tuesday, July 5, 2016	Regular Meeting
Tuesday, August 2, 2016	Regular Meeting
Tuesday, September 6, 2016	Regular Meeting
Tuesday, September 20, 2016	Regular Meeting
Tuesday, October 4, 2016	Regular Meeting
Tuesday, October 18, 2016	Regular Meeting
Tuesday, November 1, 2016	Regular Meeting
Tuesday, November 15, 2016	Regular Meeting
Tuesday, December 6, 2016	Regular Meeting
Tuesday, December 20, 2016	Regular Meeting

Carried

f) Memo No. 011-2016-CS – Tax Registration Process – Realtax Recovery Specialists

Resolution No. 2016-315

Moved by: Councillor Laferriere

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 011-2016-CS;

That Council directs staff to secure the services of Realtax for dealing with complex property tax registrations; and

That Council directs staff to apply Realtax's service fees as applicable during the registration of any property forwarded to Realtax for processing.

Carried

g) Memo No. 012-2016-CS – Site Certified Program – Dymond Industrial Park – Amending Agreement No. 3

Resolution No. 2016-316

Moved by: Councillor Jelly

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 012-2016-CS;

That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-012 (Hawn Drive – East side) for the Certified Site Program for the Dymond Industrial Park for consideration at the June 7, 2016 Regular Council meeting; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-013 (Hawn Drive – West side) for the Certified Site Program for the Dymond Industrial Park for consideration at the June 7, 2016 Regular Council meeting.

Carried

h) Memo No. 014-2016-PW – Cost Sharing Agreement with Conseil Scolaire Catholique de District des Grandes Rivieres – Upgrades to Dymond Reservoir

Resolution No. 2015-317

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 014-2016-PW; and

That Council directs staff to prepare the necessary by-law and to enter into a cost sharing agreement with Conseil Scolaire Catholique de District des Grandes Rivieres for upgrades to the Dymond Reservoir to accommodate a dedicated water service to Ecole Catholique St. Michel to a maximum of \$100,000 for consideration at the June 7, 2016 Regular Council meeting.

Carried

i) Memo No. 013-2016-PW – Water Meter Survey – Agreement with Neptune

Resolution No. 2016-318

Moved by: Councillor Foley

Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 013-2016-PW; and

That Council directs staff to prepare the necessary by-law and agreement with Neptune Technology Group (Canada) Ltd. to complete a Phase 1 – Site Survey Work for the Industrial Commercial and Institutional (ICI) in regards to identifying the quantity of various sized water meters to obtain accurate pricing for consideration at the June 7, 2016 Regular Council meeting.

Motion to Amend

Resolution No. 2016-318-A

Moved by: Councillor Foley

Seconded by: Councillor Laferriere

That Council for the City of Temiskaming Shores hereby amends the Resolution No. 2016-318 by adding an upset limit of \$25,000.

Carried

Resolution No. 2016-318 (as amended)

Moved by: Councillor Foley

Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 013-2016-PW; and

That Council directs staff to prepare the necessary by-law and agreement with Neptune Technology Group (Canada) Ltd. to complete a Phase 1 – Site Survey Work for the Industrial Commercial and Institutional (ICI) to an upset limit of \$25,000 in regards to identifying the quantity of various sized water

meters to obtain accurate pricing for consideration at the June 7, 2016 Regular Council meeting.

Carried

j) Administrative Report No. PW-030-2016 – Award – Supply and Delivery of Miscellaneous Culverts from Atlantic Industries Ltd.

Resolution No. 2016-319

Moved by: Councillor Jelly
Seconded by: Councillor Whalen

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-030-2016; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culverts in the amount of \$17,813.24 plus HST for consideration at the June 7, 2016 Regular Council meeting.

Carried

k) Administrative Report No. PW-031-2016 – Final Draft – Municipal Energy Plan

Resolution No. 2016-320

Moved by: Councillor Hewitt
Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-031-2016;

That Council accepts the final draft of the City of Temiskaming Shores Municipal Energy Plan (MEP) and directs staff to prepare the necessary by-law to adopt the MEP for consideration at the June 7, 2016 Regular Council meeting; and

That the Municipal Energy Plan be posted on the City of Temiskaming Shores website.

Carried

l) Administrative Report No. PW-032-2016 – Equipment Purchase – Front End Loader

Resolution No. 2016-321

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. PW-032-2016; and

That Council directs staff to prepare the necessary by-law and agreement for the purchase of an articulated front-end loader from Nortrax Canada at an upset limit of \$180,557.00 plus applicable taxes for consideration at the June 7, 2016 Regular Council meeting.

Carried

m) Administrative Report No. RS-015-2016 – Bicycle Friendly Committee

Resolution No. 2016-322

Moved by: Councillor Whalen
Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-015-2016;

That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-001 to appoint Council Committees and Council Representatives to various Boards and Committees to add Councillor Foley to the Bicycle Friendly Community Committee for consideration at the June 7, 2016 Regular Council meeting; and

That Council directs staff to prepare the necessary by-law for the adoption of Terms of Reference for the Bicycle Friendly Community Committee for considered at the June 7, 2016 Regular Council meeting.

Carried

n) Administrative Report No. RS-016-2016 – Charter for Recreation and Parks in Ontario

Resolution No. 2016-323

Moved by: Councillor Foley
Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-016-2016; and

That Council directs staff to prepare the necessary by-law to adopt the Charter for Recreation and Parks in Ontario at the June 7, 2016 Regular Council meeting.

Carried

16. By-laws

Resolution No. 2016-324

Moved by: Councillor Whalen

Seconded by: Councillor Jelly

Be it resolved that:

By-law No. 2016-087 Being a by-law to authorize the entering into a Lease Agreement with the Timiskaming Tumblers Gymnastics Club for the Don Shepherdson Memorial Arena Hall

By-law No. 2016-100 Being a by-law to enter into a Cost Sharing Agreement with Conseil Scolaire Catholique de District de Grandes Rivieres for upgrades to the Dymond Reservoir to accommodate a dedicated water service to Ecole Catholique St. Michel

By-law No. 2016-101 Being a by-law to enter into an agreement with Neptune Technology Group (Canada) Ltd. to complete a Phase 1 – Site Survey Work – Water Meter Pricing in the Industrial-Commercial-Institutional Sector of Temiskaming Shores

By-law No. 2016-102 Being a by-law to adopt a Municipal Energy Plan for the City of Temiskaming Shores

By-law No. 2016-103 Being a by-law to enter into an agreement with Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culvert Pipe

- By-law No. 2016-104 Being a by-law to enter into a Purchase Agreement with Nortrax Canada Inc. for the supply and delivery of a 2016 John Deere Model 524K Articulating Loader
- By-law No. 2016-105 Being a by-law to adopt Terms of Reference for the Bicycle Friendly Community Committee
- By-law No. 2016-106 Being a by-law to adopt the Charter for Recreation and Parks in Ontario for the City of Temiskaming Shores
- By-law No. 2016-107 Being a by-law to amend By-law No. 2015-001 being a by-law to appoint Council Committees and Council Representatives to various Boards & Committees for the December 1, 2014 to November 30, 2018 Term of Council to appoint Councillor Foley to the Bicycle Friendly Community Committee
- By-law No. 2016-108 Being a by-law to amend By-law No. 2015-012 (Dymond Industrial Park Certified Site Program - East side of Hawn Drive)
- By-law No. 2016-109 Being a by-law to amend By-law No. 2015-013 (Dymond Industrial Park Certified Site Program - West side of Hawn Drive)
- By-law No. 2016-110 Being a by-law to authorize Temporary Road Closures and limit the traffic on certain streets for the One Foot Forward: Greyson Zubyck Memorial Fun Run / Walk

be hereby introduced and given first and second reading.

Carried

Resolution No. 2016-325

Moved by: Councillor Laferriere

Seconded by: Councillor Foley

Be it resolved that:

By-law No. 2016-087;

By-law No. 2016-100;

By-law No. 2016-101;

By-law No. 2016-102;

By-law No. 2016-103;

By-law No. 2016-104;

By-law No. 2016-105;

By-law No. 2016-106;

By-law No. 2016-107;

By-law No. 2016-108;

By-law No. 2016-109; and

By-law No. 2016-110;

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

Carried

17. Schedule of Council Meetings

a) Regular – Tuesday, June 21, 2016 at 6:00 p.m.

b) Regular – Tuesday, July 5, 2016 at 6:00 p.m.

18. Question and Answer Period

Ray Lafleur – Georgina Avenue

Mr. Lafleur has noticed that a number of ATV's or motorcycles are utilizing the trail behind the soccer field at Farr Park to access Larocque's Field. Mr. Lafleur suggested that some type of warning flags be put on the fence as they may not see the fence as they come up out of the ravine.

Councillor McArthur

Mike, referring to the tax insert, inquired as to where the salaries and benefits are shown in the chart. Treasurer, Laura-Lee outlined that they are incorporated into the individual departments.

Councillor Jelly

Doug outlined that this will be the last year for the Biker's Reunion and outlined that anyone interested in volunteering may want to assist with Traffic Control.

19. Closed Session

None

20. Confirming By-law

Resolution No. 2016-326

Moved by: Councillor Jelly
Seconded by: Councillor Foley

Be it resolved that By-law No. 2016-111 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 **May 26, 2016** and its Regular Meeting held on **June 7, 2016** be hereby introduced and given first and second reading.

Carried

Resolution No. 2016-327

Moved by: Councillor Whalen
Seconded by: Councillor Hewitt

Be it resolved that By-law No. 2016-111 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

Carried

21. **Adjournment**

Resolution No. 2016-328

Moved by: Councillor Jelly

Seconded by: Councillor McArthur

Be it resolved that City Council adjourns at 8:15 p.m.

Carried

Mayor – Carman Kidd

Clerk – David B. Treen

May 31, 2016

The Honourable Kathleen O. Wynne
Queen's Park
Main Legislative Building, Room 281
Toronto, Ontario M7A 1A1

Re: Climate Change Action Plan

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on May 30, 2016 endorsed the following resolution:

WHEREAS any policy to move Ontario residents from affordable natural gas to more expensive energy sources would create an unmanageable burden on household and municipal budgets;

AND WHEREAS the rising costs of electricity in Ontario are already forcing families and local governments to choose between electricity bills and other basic necessities / services. A move to electric heat would add an additional \$3,000 annually to home heating costs and the impacts on municipal buildings would be even greater;

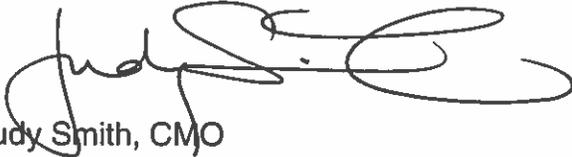
AND FURTHER any move by the provincial government to force Ontario industry and business away from natural gas to more expensive electric power options will have devastating consequences on the local economy as employers will relocate to other jurisdictions with more competitive energy choices;

THEREFORE BE IT RESOLVED THAT the Municipality of Chatham-Kent strongly urges the Government of Ontario to reconsider any policy or strategy within the forthcoming "Climate Change Action Plan" that would force rural residents and businesses to replace the most affordable energy option available, natural gas, with more expensive options;

AND FURTHER THAT this resolution be circulated to all other municipalities in Ontario asking for their support by passing a similar resolution.

If you have any questions or comments, please contact Judy Smith at 519-360-1998 Ext # 3200.

Respectfully yours,

A handwritten signature in black ink, appearing to read 'Judy Smith', with a large, stylized flourish at the end.

Judy Smith, CMO
Manager Municipal Governance
Clerk /Freedom of Information Coordinator

C

Hon Glen R. Murray, MPP
Ministry of the Environment and Climate Change
11th Floor, Ferguson Block
77 Wellesley Street West
Toronto, Ontario M7A 2T5

Rick Nicholls, MPP
100 -111 Heritage Rd.
Chatham, ON N7M 5W7

Monte McNaughton, MPP
360 James Street.
Wallaceburg, ON N8A 2N5

Association of Municipalities of Ontario
200 University Ave., Suite 801
Toronto, ON M5H 3C6



MNR119AC-2016-7

May 31, 2016

Dear Partner in Forest Tenure Modernization:

The Ministry of Natural Resources and Forestry (MNRF), with the support and advice of the Forest Tenure Modernization Oversight Group (Oversight Group), has hired KBM Resources Group (KBM) to conduct a review of Ontario's forest tenure models this summer. The Review is intended to assess the performance and effectiveness of the various forest tenure models (e.g. sustainable forest licensees and the local forest management corporation).

KBM has selected and confirmed the following representative sample of Ontario's forest tenure models for review:

1. Algonquin Forestry Authority – Algonquin Park Forest
2. Nawiinginokiima Forest Management Corporation – Big Pic and Pic River Forests
3. Resolute FP Canada Inc. – Dog River-Matawin Forest
4. Westwind Forest Stewardship Inc. – French-Severn Forest
5. Mitigoog LP – Kenora Forest
6. Greenmantle Forest Inc. – Lakehead Forest
7. Lake Nipigon Forest Management Inc. – Lake Nipigon Forest
8. Tembec – Martel Forest
9. Nipissing Forest Resource Management Inc. – Nipissing Forest
10. Ottawa Valley Forest Inc. – Ottawa Valley Forest
11. EACOM Timber Corporation – Spanish Forest
12. Ministry of Natural Resources and Forestry – Temagami MU
13. Timiskaming Forest Alliance Inc. – Timiskaming Forest
14. Domtar Inc. – Trout Lake Forest.

MNRF and the Oversight Group have developed the measures that will be used by KBM to carry out the Review. Input was gathered on the draft measures from forest managers, MNRF staff, communities and Aboriginal entities last fall.

KBM will be contacting people who are associated with the above entities. Your participation will be a key contribution to the broad perspective on tenure models in Ontario that the Review is intended to gather.

KBM will compile and report on the information collected this summer. The Forest Tenure Modernization Oversight Group will use this information to prepare a report to the Minister.

More information can be found at:

<http://www.foresttenuremodernization.ripplegroup.ca/cms/>

If you have any questions about this summer's review, please contact:

- Heather Barns at 705-541-2161 or heather.barns@ontario.ca
- Nancy Houle at 705-755-1346 or nancy.houle@ontario.ca
- Laird Van Damme at 807-345-5445 ext. 232 or vandamme@kbn.on.ca

Sincerely,



Kathleen McFadden
Assistant Deputy Minister
Forest Industry Division

c: Heather Barns, Senior Policy Advisor, Forest Industry Division
Nancy Houle, Senior Forest Advisor, Forest Industry Division
Laird Van Damme, Senior Partner, KBM Forestry Consultants Inc.

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, ave Memorial
Orillia (ON) L3V 7V3

Tel: (705) 329-6200

Fax: (705) 330-4191

File number/Référence: 612-20

June 01, 2016

Mayor/CAO,

It has been a pleasure for us to help you accomplish your policing responsibilities and keeping your community safe over the years, and we look forward to providing you high value policing service in 2016 and beyond.

In this letter, I would like to highlight for you some of the 2016 initiatives we are undertaking and inform you of some of the projects Municipal Policing Bureau (MPB) will be focusing on this year.

New MPB Twitter account [@OPP_Mun_Pol](#)

In 2016, MPB's commitment is to enhance our communication with your municipality using effective, innovative means of communication. The Bureau recently launched a Twitter account ([@OPP_Mun_Pol](#)) to provide municipalities like yours with an opportunity to stay up-to-date with the MPB initiatives and announcements. At the same time, our Bureau will be using Twitter to post additional information/materials and answer questions you might have. If your municipality does not have a Twitter account, it is recommended to set up one up on your desktop or your mobile device and start following us at [@OPP_Mun_Pol](#). For additional information on how to sign up with Twitter, please visit [Twitter Support Page](#). Alternatively, you may enter [@OPP_Mun_Pol](#) in your search browser (i.e. Google Chrome, Firefox or Internet Explorer).

Redesign of the [www.OPP.ca](#)

With the recent redesign of the OPP website, our Bureau will continue to upload materials which will help in providing detailed explanation on the billing model, contract proposal process and policing costs in general. Please take the time to review the MPB page of the website ([www.OPP.ca/Who we are/Municipal Policing Bureau](#)). In addition, the MPB will notify all our Twitter followers once new materials are uploaded on our website.

Posting of the 2015-2016 municipal policing costs on [www.OPP.ca](#)

Based on feedback received from many municipalities, and in keeping with our renewed commitment to educate, inform, and be transparent on OPP municipal policing billing practices, the OPP will be posting the 2015 and 2016 policing costs for all OPP policed municipalities on [www.OPP.ca/Who we are/Municipal Policing Bureau](#).

Municipal portal initiative

We are currently at the design stage for creating a communication portal with all 323 municipalities policed by the OPP. The ability to communicate regularly and in a timely manner with such a large number of clients using conventional means, like regular mail, has its limitations. In keeping with the OPP's drive to innovate and be more efficient, my intention is to develop an online correspondence delivery system that allows all of us to communicate with you in a more efficient and effective way.

This online portal will have individual municipal access and serve as a delivery mechanism for all the correspondence with municipalities like yours going forward. i.e. annual billing statements, letters, reminders etc.

The OPP Contract Proposal Process

As you are aware, the Ministry of Community Safety and Correctional Services lifted the moratorium on costings on November 1, 2015 and the OPP has started providing contract proposals as requested. There are currently 10 municipalities in the queue for costing proposals. The contract proposal process was designed not to affect the municipal policing cost of the existing OPP-policed municipalities. A detailed [Information Manual](#) that provides more information on the OPP contract proposal/amalgamation process can be found at www.OPP.ca/Who we are/Municipal Policing Bureau.

New CFS Billing Summary Report

In addition to the OPP launching the Polices Services Board reporting tool earlier in 2015, MPB recently launched the Calls for Service (CFS) Billing Summary Report. If you haven't seen it by now your local civilian governance body likely has. The report, available from your local OPP detachment Commander, ensures timely information to municipalities pertaining to the 'billable' CFS in their municipality. Please discuss with your Detachment Commander and your civilian governance body (if any) for the possibility of reviewing the report.

Please send us your feedback on these new initiatives by email at OPP.MunicipalPolicing@opp.ca. We look forward to hearing from your municipality on these initiatives and our fruitful collaboration in the future.

The OPP is committed to work diligently with municipal stakeholders to ensure effective, efficient and sustainable police service delivery in Ontario.

Thank you again.

Sincerely,

M.M.(Marc) Bedard
Superintendent
Commander,
Municipal Policing Bureau

Email OPP.MunicipalPolicing@opp.ca

Twitter @OPP_Mun_Pol

/nv



The Corporation of The Town of Amherstburg

June 6, 2016

VIA EMAIL

The Honourable Kathleen O. Wynne
Premier of Ontario
Queen's Park, Rm. 281
Main Legislative Building
Toronto, ON M7A 1A1

Dear Premier Wynne,

Please be advised that at its meeting held on May 24th, 2016, Amherstburg Town Council passed the following motion:

Resolution # 20160524-237 - That Council SUPPORT the Town of Shelburne's resolution regarding cutbacks to behavioral therapy for children affected by Autism Spectrum Disorder.

Regards,

Tammy Fowkes
Deputy Clerk

cc: Hon. Tracy MacCharles - Minister of Children and Youth Services
Alexander Bezzina – Deputy Minister
Hon. Eric Hoskins – Minister of Health
Taras Natyshak – MPP, Essex
Tracey Ramsey - MP, Essex
Association of Municipalities of Ontario (AMO)
Ontario Municipalities

Attached: Town of Shelburne's letter re: Cutbacks to Behavioral Therapy



TOWN OF SHELBURNE

COUNCIL RESOLUTION

No. __10__

Date: May 9, 2016

Moved by: Wade Mills

Seconded by: Dan Sample

WHEREAS, Autism Spectrum Disorder is now recognized as the most common neurological disorder affecting 1 in every 94 children, as well as their friends, family and community; and

WHEREAS, Applied Behaviour Analysis (ABA) is the scientific process based on objective evaluation and empirically based interventions used to achieve meaningful, generalizable and enduring behavioural change. Intensive Behavioural Intervention (IBI) is an application of the principles of ABA in an intensive setting used to affect behaviour change and improvement; and

WHEREAS, the current waiting list of children for Intensive Behaviour Intervention (IBI) is over 2,000 and more than 13,000 children await Applied Behaviour Analysis (ABA); and

WHEREAS, the Province of Ontario has announced it intends to discontinue IBI services to children over the age of four and provide a one-time payment to assist with services, thereby abandoning thousands who have been wait-listed for years; and

WHEREAS, there are two service models for affected children to be treated, 1) the Direct Service Offering (DSO) where children receive services directly from trained staff at Ontario's nine regional service providers, and 2) the Direct Funding Offering (DFO) where parents receive funding directly in order to purchase services; and

WHEREAS, the DFO model to provide services is used in Alberta, British Columbia and imminently Saskatchewan. Such a model is clinically rigorous and has been identified by the Auditor General of Ontario as being less expensive than Ontario's DSO model;

THEREFORE, be it resolved that a letter be sent to Hon. Tracy MacCharles, Minister of Children and Youth Services; Alexander Bezzina, Deputy Minister; Hon. Eric Hoskins, Minister of Health; and Hon. Kathleen Wynne, Premier of Ontario, requesting the Province to:

1. Amend its policy to one that will allow all children on the current waiting list to receive the IBI services promised them; and
2. Remove the age limit for IBI therapy and replace it with a program that provides ongoing IBI services based on need and individual development, not age; and
3. Ensure oversight by professionals and parents based on 'development progress' criteria and milestones; and
4. Adopt a Direct Funding Offering (DFO) model in lieu of the current Direct Service Offering (DSO) model;

AND FURTHER THAT a copy of this resolution be forwarded to all municipalities within the Province of Ontario.

CARRIED: K. Bennington

Requested Vote to be recorded **[X] Yes** **[] No**

	Yea	Nay
Mayor Bennington	[X]	[]
Councillor Benotto	[X]	[]
Councillor Chambers	[Absent]	[]
Deputy Mayor Dunlop	[X]	[]
Councillor Egan	[Absent]	[]
Councillor Mills	[X]	[]
Councillor Sample	[X]	[]

RECEIVED

MAY 24 2016

MAY 10, 2016

Dear valued supplier:

As you may know, Canada Post has been in negotiations with two separate bargaining units of the Canadian Union of Postal Workers (CUPW) since late 2015.

Negotiations Update

Since being appointed by the federal government on April 11, 2016, conciliators have been meeting with negotiators for Canada Post, CUPW-Urban and CUPW-RSMC. Negotiations are ongoing.

Over the coming weeks, conciliators will try to help the parties find common ground and resolve outstanding issues. They have 60 days to do so, unless the parties mutually agree to extend the conciliation period.

Failing a collective agreement or an extension, the conciliation period will end on June 10, after which there is a 21-day cooling-off period during which there can be no legal work disruption.

Customers can use the postal service with certainty until at least the end of June, or until further notice.

While we have sought help from a neutral third party in both cases to avoid any interruption to our service, we acknowledge that a work disruption is possible.

We will continue to inform you of key developments in the negotiations process. Meanwhile, you can visit canadapost.ca/update for the latest information and to sign up for email updates. For all other questions or concerns relating to your contract, please contact your local operations representative or your Sourcing Management representative.

Direct Deposit payment option

As a supplier who is currently receiving payment by cheque from Canada Post, you may wish to consider authorizing Canada Post to remit payments via direct deposit, also known as electronic funds transfer (EFT). This method enables us to pay you promptly and conveniently and can ensure continued and timely payment of your account with us in the event of an interruption of mail delivery.

If interested, please complete the attached Direct Deposit form, include an image of a void cheque from your account or have the form stamped by your financial institution and submit it to Canada Post via email to vendor.master@canadapost.ca or by fax at (514) 284-0506. Please ensure to include your vendor account number on the cheque or form so we can correctly identify you in our database.

Submitting your invoices to us

Should we encounter mail delivery delays, there will be a temporary process in place for you to submit invoices via email to Canada Post at accounts.payable@canadapost.ca. Note that this email address will only accept emailed invoice submissions during a labour disruption and we would provide additional information on our website at canadapost.ca/update should it be utilized. Until such time, please continue to mail us your invoices as per current practice.

Please note that remittance advices issued to you by mail may also be delayed should there be a work disruption.

Thank you in advance for your understanding in this matter.

Sourcing Management
Canada Post Corporation

E-mail from MTO to Town of Latchford

Dear Jaime Allen,

Thank you for your email and for providing the Town of Latchford's resolution requesting that wildlife fencing be installed on Highway 11. I appreciate the opportunity to respond on behalf of Minister Del Duca.

Wildlife/vehicle collisions are a significant safety concern throughout Northern Ontario, and this concern certainly applies to Highway 11 from North Bay to Temiskaming Shores. While wildlife fencing has been proven to reduce collisions in some areas, its application is not suited to all highways. Highway 11 north of North Bay is a two-lane highway that has at-grade entrances along the corridor. If fencing was installed, these entrances would create gaps in the fencing for wildlife to enter the highway, and potentially even become trapped on the road side of the fencing. Monitoring efforts have shown that when a fence has numerous gaps, it is not effective at reducing collisions. Additionally, research has shown that if there is not a safe place for wildlife to cross, such as at an underpass or overpass, animals will walk to fence ends or to the nearest gap in the fence, in order to cross the Highway. Grade separated wildlife crossings are challenging to install on an existing two lane highway.

The Ministry has invested in wildlife fencing along high collision areas of controlled access highways such as Highway 11 and Highway 69. In these locations, installing a continuous wildlife fence as well as opportunities for wildlife to cross safely was achievable. As the cost of installing wildlife fencing is significant at approximately \$150,000 per kilometre, the Ministry prioritizes its installation for areas that have the highest collision rates and greatest potential to be effective.

In recent years, the Ministry has implemented alternate measures to reduce wildlife collisions along Highway 11 between North Bay and Temiskaming Shores. These measures include removing rock cuts and clearing vegetation in order to widen the highway corridor and improve visibility. Additionally, new electronic message signs as you drive north from North Bay and south from Cobalt, display a Watch for Wildlife message during peak collision periods. These signs augment the existing moose warning signs that are located at high collision locations throughout the corridor.

Again, thank you for bringing this safety concern to my attention, and I encourage you to continue to drive safely by watching closely for wildlife. Please don't hesitate to contact me to discuss further.

Sincerely,

Andrew Healy
Senior Environmental Planner
MTO – Northeastern Region
705 497 6840

**Ministry of Economic
Development, Employment
and Infrastructure**

**Ministère du Développement
économique, de l'Emploi
et de l'Infrastructure**



**Ministry of Research
and Innovation**

**Ministère de la Recherche
et de l'Innovation**

Accessibility Directorate
of Ontario

Direction générale de
l'accessibilité
pour l'Ontario

6th floor, Suite 601a
777 Bay Street
Toronto ON M7A 2J4

6^e étage, bureau 601a & 601b
777, rue Bay
Toronto ON M7A 2J4

Fax: 416-325-9620

Télécopieur : 416 325-9620

Reference number: P1606-1

You are receiving this notice because our database identifies you as the contact responsible for accessibility compliance in your organization.

What you need to know

There are changes to the [accessible customer service standard](#) and [Integrated Accessibility Standards Regulation](#) that will affect your organization.

What are the main changes?

- All employees and volunteers must now be trained on accessible customer service.
- More types of regulated health professionals can provide documentation of a need for a service animal.
- More specific information is provided to clarify that an organization can only require a support person to accompany someone with a disability for the purposes of health or safety and in consultation with the person. If it's determined a support person is required, the fee or fare (if applicable) for the support person must be waived.
- All accessibility standards — including the accessible customer service standard — are now part of one Integrated Accessibility Standards Regulation. This means that the requirements are now better aligned to make it easier for organizations to understand their obligations.
- Private sector and non-profit organizations with 20-49 employees no longer need to document policies (does not remove compliance or reporting requirements).

- Certain terms and definitions have also been updated and **do not** affect your existing requirements.

[Click here for more details about the changes.](#)

When do these changes come into effect?

The changes to the standard will come into effect on July 1, 2016.

What is the deadline to comply with these changes?

All organizations in Ontario with one or more employees must comply with the changes effective July 1, 2016.

What is the deadline to report compliance with these changes?

All public sector organizations, and businesses and non-profits with 20 or more employees must submit their 2017 accessibility compliance report by December 31, 2017.

The 2017 report will include questions relating to compliance with the updated customer service standard.

Why were these changes made?

Accessibility standards must be reviewed within five years after becoming law to ensure they are working as intended.

Changes are based on recommendations from the [Standards Development Committee](#). The public and stakeholders were invited to provide their feedback during an extensive public review process.

Updating the accessible customer service standard is part of [Ontario's Accessibility Action Plan](#) and our commitment to building an accessible Ontario by 2025.

Learn more

Sign up for our free online session [Accessible Customer Service Standard: What You Need to Know](#).

Questions? Contact the AODA Contact Centre (ServiceOntario) at:

E-mail: accessibility@ontario.ca

Phone: 416-849-8276 or Toll-free 1-866-515-2025

TTY: 416-325-3408 or Toll-free 1-800-268-7095

Learn more at ontario.ca/accessibility



June 7, 2016
Regular Meeting of Council

Moved By: _____ 

Seconded By: _____ 

WHEREAS the Provincial Government implemented the Stronger Protection for Ontario Consumers Act in April 2015 to address among other things, aggressive and misleading door-to-door sales tactics;

AND WHEREAS Ontarians over the last twelve months continue to experience unsolicited, aggressive and misleading sales tactics at their door from companies seeking to sell home energy products, despite this provincial legislation;

AND WHEREAS door to door agents acting on behalf of these companies misrepresent their purpose and/or identity, often posing as utility inspectors and government agents needing to gain access to the homes of Ontarians;

AND WHEREAS people across Ontario, and in particular vulnerable Kirkland Lake residents, have been targets by these door to door misrepresentations and misleading sales tactics;

THEREFORE BE IT RESOLVED that Council of the Town of Kirkland Lake moves to:

- 1) Support the Cities of Markham and Mississauga in petitioning the Province of Ontario to ban all door-to-door sales in the home services sector (more specifically the sale or lease of HVAC equipment, water heaters, water filtration systems and other related home energy products and services by door-to-door sales agents) as soon as possible;
- 2) Issue an Alert to Kirkland Lake residents to warn them about ongoing door-to-door sales activities, and encourage residents to sign the online petition at Change.org;
- 3) Encourage other municipalities to join with Kirkland Lake in calling on the province to act;
- 4) That staff be authorized and directed to do all things necessary to give effect to this resolution.

Approved: _____ 
MAYOR

NEWS RELEASE

©Edgar J. Lavoie

CONTACT: PO Box 279, Geraldton, ON P0T 1M0 - Tel: 807 854-1184 Cell: 807 986-3867

DATE: 15 May 2016

PERSONAL E-MAIL: edgarlavoie@hotmail.com

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PUBLIC SERVICE COMMUNICATION

THE LAST LINK PROJECT:

Completing the First Trans-Canada Highway in Ontario

by Edgar J. Lavoie

For 2018, a group of volunteers are organizing to commemorate an historic event that occurred in 1943. For the first time, a highway linked Eastern and Western Canada entirely on Canadian soil.

In 1939, there was no highway link across Ontario between Quebec and Manitoba. There was a dream of a trans-Ontario highway, but that provincial dream was subsumed under the national dream of a Trans-Canada Highway (TCH). A Trans-Canada Highway would eventually link all nine provinces, from the Maritimes on the east coast to British Columbia on the west.

In 1939, there was no highway link across Northern Ontario. One could travel eastward from Manitoba to the Lakehead cities, and then north to Nipigon. From Nipigon a new highway led to Geraldton, and another, which officials hoped would become the TCH, went to Schreiber.

Travelling east to west, one came to North Bay or Sudbury, and then one carried on north and west to Cochrane and Hearst, or struck out immediately west to Sault Ste. Marie. Beyond the Soo and Schreiber, and Hearst and Geraldton, the roads petered out. In both regions, road-builders faced formidable stretches of wilderness.

Two railway systems did traverse these stretches: the Canadian National Railways in the north, and the Canadian Pacific Railway further south.

In 1939, Canada declared war against Nazi Germany, and some astute officials, looking at maps of Northern Ontario, came to a realization: enemy bombers, or enemy saboteurs, could easily sever the trans-Ontario railway links at countless vulnerable points. Ontario now urgently needed a trans-Ontario highway link.

The favoured route for the TCH, from Schreiber to the Soo, involved tremendous engineering challenges. The more northerly route offered fewer obstacles. So, officials now accelerated the plans to link Geraldton and Hearst by highway. Sixteen experienced contracting outfits worked separately on short stretches of the 153-mile route. Some started from the western end at Geraldton, others at the eastern end at Hearst.

By New Year's Eve in 1942, the job was done . . . kind of. There was no snowplowing program, and the spring breakup brought its own problems. Not until the first week of June, 1943, did officials feel comfortable enough to open the highway to civilian traffic.

There was no fanfare, no official opening ceremony, no banner headline. Canada was still in wartime mode. For a long time, each trip across the Geraldton-Hearst highway was an adventure.

Years after the war, in 1949, Canada's Parliament passed The Trans-Canada Highway Act, agreeing to share costs with the provinces for the shortest east-west route they could manage. Highway 17, from the Soo to Thunder Bay, qualified as the official Trans-Canada Highway link.

The Highway 17 link officially opened in 1960, eighteen years after the completion of Ontario's first Trans-Canada Highway. The complete east-west route, from Newfoundland to Vancouver Island, opened in 1962.

The year 2018 will mark the 75th Anniversary of the completion of Ontario's first Trans-Canada Highway. A group of volunteers are making plans to commemorate the anniversary. Plans include participation by organized communities along the route (e.g., Greenstone and Hearst) and further afield (e.g., Nipigon, Thunder Bay, North Bay) and representatives from the provincial and federal governments.

This historic event, the completion of the last link, deserves to be recognized and celebrated by all Canadians.

Anyone interested in learning more about this project, contact the author.

[Edgar J. Lavoie is an historian based in Greenstone, (807) 854-1184, edgarlavoie@hotmail.com.]

#

Images & captions:

01 Longlac CNR stn ca 1930: View looking east towards present-day Longlac about 1930. The Canadian National Railway crosses the Kenogami River at the north end of Long Lake. Highway 11 would not be completed for more than a decade. Photo courtesy of Greenstone Historical Society.

02 Hwy 11 overhead at Longlac in 1941: View looking east towards Longlac in 1941. An overhead (i.e., bridge) is under construction to pass over the Kenogami River and railway trestle to accommodate the new highway. Photo courtesy of Greenstone Historical Society.

03 1939 Ger-Hearst Hwy map: View of the two broken links in Ontario's highway system in 1939. Source: Annual Report of the Department of Highways, Ontario, ending March 31st, 1940.



May 30, 2016

The Honourable Bob Chiarelli
Minister of Energy
4th Floor, Hearst Block
900 Bay Street
Toronto, Ontario M7A 2E1

RE: Municipal Role in the Siting of Wind Power Projects

Dear Minister Chiarelli:

As Chair of the Agriculture and Rural Affairs Committee and on behalf of the City of Ottawa Council, I am writing to forward a recent resolution (attached) that was passed unanimously by Council on May 11, 2016 regarding the renewable energy development process, specifically with regard to wind power projects. As you know, the City of Ottawa has a unique geography that includes a large portion of rural lands, which is a draw for wind power developers.

Given that municipal governments are responsible for local planning matters, and since wind power projects have significant implications in the planning process, the City of Ottawa believes that renewable energy projects should go through the existing planning framework that takes Ottawa's Official Plan, community sustainability, and input of the community into consideration. However, the current municipal role is designed to be consultative, and lacks any decision-making authority.

Therefore, we would like to request that the Province of Ontario make the necessary legislative and/or regulatory changes to grant municipalities a substantive and meaningful role in siting wind power projects and that the "Municipal Support Resolution" becomes a mandatory requirement in the IESO (Independent Electricity System Operator) process.

I trust that we can work together to ensure that municipalities are given a role on these projects in keeping with the spirit of the *Planning Act*.

Sincerely,

A handwritten signature in dark ink, appearing to read "Scott Moffatt", with a long horizontal flourish extending to the right.

Scott Moffatt
Councillor
Rideau-Goulbourn

cc: Chair of the Board and President of IESO
Association of Municipalities of Ontario
Rural Ontario Municipal Association
Municipalities of Ontario

REVISED BULK CONSENT AGENDA

AGRICULTURE AND RURAL AFFAIRS COMMITTEE REPORT 16

<p>A. SITING OF WIND POWER PROJECTS</p>
--

COMMITTEE RECOMMENDATIONS

That Council:

- 1. Ask the Province of Ontario to make the necessary legislative and/or regulatory changes to provide municipalities with a substantive and meaningful role in siting wind power projects and that the “Municipal Support Resolution” becomes a mandatory requirement in the IESO (Independent Electricity System Operator) process.**
- 2. Forward this resolution to the Chair of the Board and President of IESO (Independent Electricity System Operator), the Minister of Energy, AMO (Association of Municipalities of Ontario), ROMA (Rural Ontario Municipal Association) and all municipalities, within the Province.**

CARRIED



For immediate release:

FONOM Pleased that Northern Liberal MPPs will Hold Cabinet Positions

June 14, 2016 – Kapuskasing, ON - The Federation of Northern Ontario Municipalities (FONOM) is pleased that all four Northern Liberal MPPs will hold important Cabinet portfolios as announced yesterday by Premier Kathleen Wynne at Queen's Park.

The massive midterm Cabinet shuffle saw the addition of seven new members of the Executive Council, Ministries reconstructed and renamed, and a push for gender parity, with 40 percent of Cabinet now being represented by women.

The Honourable Michael Gravelle will remain as the Minister of Northern Development and Mines, a portfolio he has held for several years. As an MPP from Thunder Bay – Superior North, he knows the issues inside and out. "We are pleased to have the continuity of leadership within this portfolio. Minister Gravelle is a true champion for Northern Ontario and is always available to listen to our issues and concerns," said Mayor Alan Spacek of Kapuskasing and President of FONOM.

"While we are disappointed that Minister Mauro will no longer be the Minister of Natural Resources and Forestry, a portfolio which is of utmost importance to FONOM and one that Mauro truly understands, we are pleased to have him as the Minister of Municipal Affairs," said Spacek. The MPP for Thunder Bay – Atikokan held the portfolio for a short time in 2014 and is also a former Thunder Bay City Councillor. "We are confident he can appreciate the challenges facing municipalities, particularly in the North," continued Spacek.

Minister David Oraziotti who represents the riding of Sault Ste. Marie moves into his new role with the Ministry of Community Safety and Correctional Services. This will be a critical file moving forward as the Province has been consulting extensively in an effort to modernize the Police Services Act to reflect the current nature of policing. Policing has changed significantly since the Act was written more than two decades ago. In 2015, the Policing Modernization Task Force of the Association of Municipalities of Ontario (AMO) released a report with key recommendations to update the Police Services Act. As Chair of the Task Force, President Spacek, along with AMO, are looking forward to further discussion with the Ministry on the implementation of the recommendations.



Sudbury MPP, Glenn Thibeault, was promoted to the Executive Council with the title of Minister of Energy. Energy costs continue to hurt municipalities, families and resource based industries. “We are pleased that this portfolio will be led by a Northerner that truly understands the energy costs in our region,” says Spacek.

There were several Ministers that retained their portfolios including Minister of Health and Long-Term Care, Hon. Eric Hoskins; Minister of Agriculture, Food and Rural Affairs, Hon. Jeff Leal; Minister of Transportation, Hon. Steven Del Duca; Minister of Environment and Climate Change, Hon. Glen Murray; and the rebranded Ministry of Economic Development and Growth, Hon. Brad Duguid.

We are looking forward to continuing to work with Cabinet to ensure that Northern Ontario is prosperous for generations to come.

-30-

For More Information:

Mayor Alan Spacek
President of FONOM
705 335 0001

TOWNSHIP OF WELLINGTON NORTH
Regular Meeting of Council

MOVED BY: _____ DATE: May 16, 2016

SECONDED BY: Sherry Burke RES. NO.: 2016- 235

WHEREAS the province has implemented a ban on door-to-door sales for electricity and natural gas contracts by passing the Strengthening Consumer Protection and Electricity System Oversight Act, 2015;

AND WHEREAS Ontarians over the last twelve months continue to experience unsolicited, aggressive and misleading sales tactics at their door from companies seeking to sell home energy products, despite this provincial legislation;

AND WHEREAS the door to door agents acting on behalf of these companies misrepresent their purpose and/or identity, often posing as utility inspectors and government agents needing to gain access to the homes of Ontarians;

AND WHEREAS people across Ontario, and in particular vulnerable Wellington North residents, have been targeted by these door to door misrepresentations and misleading sales tactics;

BE IT RESOLVED THAT the that Council of the Township of Wellington North move to:

1. Urge the Provincial Government to ban all door-to-door sales in the home services sector (more specifically the sale or lease of HVAC equipment, water heaters, water filtration systems and other related home energy products and services by door-to-door sales agents) as soon as possible;
2. Forward a copy of this resolution to all municipalities in Ontario asking for support by passing a similar resolution and forwarding to their MPP;
3. Forward a copy of this resolution to MPP Ted Arnott and MPP Randy Pettapiece.
4. Forward a copy of this resolution to the Ontario Legislature.

MAYOR _____



CARRIED



DEFEATED

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6200
Fax: 705 330-4191

Tél. : 705 329-6200
Télé.: 705 330-4191

File Reference: 612-20

June 7, 2016

Attn: Municipal CAOs and Mayors

RE: New Report Available Related to Current Billable Calls for Service (CFS)

In follow-up to the 2016 initiatives letter dated June 1st, 2016, the Ontario Provincial Police (OPP) Municipal Policing Bureau has rolled out a new report called the Calls for Service (CFS) Billing Summary Report. Under the OPP billing model, the number of billable occurrences has an impact on the amount a municipality pays on the CFS portion of their annual billing statement.

Police officers perform a variety of duties and respond to many different types of situations. Only a portion of these duties, deemed to be reactive in nature, are included in the CFS portion of a municipality's annual billing statement.

The CFS Billing Summary Report captures current activity for billable occurrences grouped and weighted by their respective time standard in a manner similar to the annual statement. With the CFS Billing Summary Report, Detachment Commanders are able to view current activity, comparing it to the same period in the previous year to take a quick snapshot of "billable" CFS in the municipality.

This report is meant to be shared by detachment representatives with OPP-policed municipalities through their Police Services Boards (PSB), Community Policing Advisory Committees (CPAC) and/or municipal councils. It must be recognized that this is only one of several tools and/or reports available to understand policing activity in a municipality. On the back side of this memo you will find some *Frequently Asked Questions* about the CFS Billing Summary Report.

This report, combined with other tools and/or reports, can assist detachment commanders in identifying the types of calls that may be contributing to reactive CFS and impacting policing costs. The development of this report supports the OPP's commitment to provide clear and transparent information to municipalities about the delivery of OPP municipal policing services.

Yours truly,

A handwritten signature in black ink, appearing to read "Marc Bedard". The signature is fluid and cursive, written over a white background.

M.M. (Marc) Bedard
Superintendent
Commander,
Municipal Policing Bureau

ald/

Frequently Asked Questions

Q. What is the difference between the CFS Billing Summary report and the Police Services Board report?

The PSB report consists of four components, one of which being crime data from Niche RMS. The crime report is similar to the CFS Billing summary but different. Billable occurrence reporting has unique characteristics unlike any of the OPP's other statistical methods including:

- Count of *reported* occurrences instead of *actual* occurrences (reported in the Police Services Board Crime report).
- Excludes occurrences reported through on-line reporting methods.
- Offences included in the billing categories vary from traditional reporting categories (originating from Statistics Canada) despite similar naming conventions.
- Does not include ALL occurrences municipal officers attend.
- Does not include occurrences in First Nations, provincial areas or unorganized territories.
- The PSB Report is managed and supported by Business Management Bureau. The CFS Billing Summary Report is managed and supported by Municipal Policing Bureau.

Q. Why are reported occurrences used instead of actual occurrences?

Reported occurrences are the sum of all actual and unfounded occurrences reported to police. Reported occurrences invoke police resources, whether the reported offence was actually committed or not. As police are still required to investigate 'unfounded' occurrences and still invoke a police response, they are counted for billing purposes.

Q. Where can I get this report from?

CFS Billing Summary reports can be requested from your Detachment Commander.

Q. Are calls for service in First Nation or provincial areas (Provincial parks, highways) included in the counts?

The CFS Billing Summary report counts only occurrences that occur in one of the 323 municipalities policed by the OPP. It does not include occurrences in provincial areas (including First Nation, unincorporated territories or provincial park areas) that OPP members are mandated to police. Location of the occurrence is determined by the occurrence address.



TOWNSHIP OF SOUTH - WEST OXFORD

R. R. # 1, Mount Elgin, On. N0J 1N0
312915 Dereham Line

Phone: (519) 877-2702; (519) 485-0477; Fax: (519) 485-2932

Thursday, June 2, 2016

Rural Ontario Municipal Association
Attn: Chairperson Ronald Holdman
200 University Avenue
Suite 801
Toronto, ON
M5H 3C6

Dear Board of Directors:

The Council of the Township of South-West Oxford duly moved and carried the following resolution at the regular council meeting held on May 17, 2016:

Resolved that staff be directed to write a letter to ROMA indicating the Township's opposition to the division of the Conferences and that this be sent to all municipalities in Ontario, AMO and Oxford MPP Ernie Hardeman.

Council has expressed concern that two separate conferences...only weeks apart...will have a negative impact on resources without a significant improvement in results. Provincial Ministers and support staff, Members of Provincial Parliament, Council members, municipal staff, vendors as well those sponsoring the conferences will see a doubling of costs as there is now an expectation to appear at two separate events.

The previous partnership provided diversity of content while streamlining costs between two important groups. Council does not see what efficiencies are to be gained by splitting the conferences. There has always been the opportunity to address Rural Ontario issues at the combined conference. It is questionable whether a separate conference will offer rural municipalities a clearer voice when dealing with the Province or other agencies or provide better educational opportunities to members. Diversity in a conference offers a great deal to the participants to bring back to their communities.

Council is hopeful that the ROMA Board of Directors will reconsider and reunite with OGRA for future conferences.

Yours truly,

A handwritten signature in black ink, appearing to read "Mary Ellen Greb".

Mary Ellen Greb, CAO

The Premier of Ontario
Legislative Building, Queen's Park
Toronto, Ontario M7A 1A1



La première ministre de l'Ontario

Édifice de l'Assemblée législative, Queen's Park
Toronto (Ontario) M7A 1A1

June 10, 2016



Mr. David B. Treen
Municipal Clerk
City of Temiskaming Shores
325 Farr Drive
PO Box 2050
Haileybury, Ontario
P0J 1K0

Dear Mr. Treen:

Thank you for your letter informing me of council's resolution regarding physicians in rural areas. I appreciate your keeping me updated on council's activities.

I note that you have sent a copy of council's resolution to my colleague the Honourable Dr. Eric Hoskins, Minister of Health and Long-Term Care. I trust that the minister will also take council's views into consideration.

Once again, thank you for the information.

Sincerely,

A handwritten signature in black ink that reads 'Kathleen Wynne'.

Kathleen Wynne
Premier

c: The Honourable Dr. Eric Hoskins

1. CALL TO ORDER

- Meeting called to order at 1:07 p.m.

2. ROLL CALL

- | | | |
|--|--|---|
| <input type="checkbox"/> Mayor Carman Kidd | <input checked="" type="checkbox"/> Mike Trodd | <input checked="" type="checkbox"/> Joel Breault |
| <input checked="" type="checkbox"/> Chris Oslund | <input checked="" type="checkbox"/> Mike Del Monte | <input type="checkbox"/> Maria McLean |
| <input checked="" type="checkbox"/> Timothy Uttley | <input type="checkbox"/> Thomas McLean | <input checked="" type="checkbox"/> Monique Chartrand |
| <input checked="" type="checkbox"/> Kelly Conlin | <input checked="" type="checkbox"/> Serenna Besserer | <input checked="" type="checkbox"/> Airianna Misener |

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- None

4. APPROVAL OF AGENDA

Recommendation EMPC-2016-001

Moved by: Joel Breault

Be it resolved that:

The Emergency Management Program Committee agenda for the May 25, 2016 meeting be approved as printed.

Carried

5. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- None

6. REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation EMPC-2016-002

Moved by: Joel Breault

Be it resolved that:

The Emergency Management Program Committee minutes from the November 18, 2015 meeting be adopted as printed.

Carried

7. DELEGATIONS

- None

8. CORRESPONDENCE

Confirmation of Compliance 2015:
The Committee received as information.

9. UNFINISHED BUSINESS

9.1 Review of Annual Municipal Maintenance Checklist

Public Education:

Tim Uttley, Fire Chief, discussed the 2016 Emergency Preparedness week.
The Committee discussed plans for the 2017 Emergency Preparedness week.

Hazard Identification and Risk Assessment (HIRA):

Tim presented members with a copy of the current HIRA which was last revised in 2014. The group reviewed the current items and the Committee agreed to have forest fires added to the Hazard Identification list.

Emergency Response Plan:

The Emergency Response Plan will be reviewed at the next Committee meeting.

Critical Infrastructure (CI) List:

The Committee reviewed the Critical Infrastructure list and discussed the following changes:

- Remove Dymond from the list as this is no longer a water treatment plant.
- Further consideration to be reviewed with regards to the addition of Telecommunications; Tim Uttley will arrange to have someone discuss the probability of the occurrence, where all Telecommunications fail, at the next Committee meeting.

Annual Training:

City staff will take part in the Entry level Basic Emergency Management Course (BEM), in October.

Annual Exercise:

Planning is underway for the 2016 Annual Exercise; this year's subject will focus on a pandemic training exercise. The exercise will be held in November.

10. NEW BUSINESS

10.1 Election of Chairpersons

Recommendation EMPC-2016-003

Moved by: Chris Oslund

Be it resolved that:

The Emergency Management Program Committee appoints Mike Trodd as Chairperson for the Committee for 2016, and further appoints Thomas McLean as Vice-Chairperson for the Committee for 2016.

Carried

10.2 Emergency Management Killarney Sector Meeting June 22nd, 2016.

The Committee received as information.

11 SCHEDULE OF MEETINGS

- August 17th, 2016 – 10:30 am
- November 16th, 2016 – 10:30 am

12 ADJOURNMENT

Recommendation EMPC-2016-004

Moved by: Monique Chartrand

Be it resolved that:

The Emergency Management Program Committee meeting is adjourned at 2:45 p.m.

Carried



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

Minutes of the Regular Meeting of the Board

Held on Wednesday, March 23, 2016

at the NEOFACS Boardroom – 40 Third Street, Englehart

PRESENT: Jim Whipple – Chair; Doug Jelly – Vice-Chair; Fred Deacon; Clifford Fielder; Patricia Hewitt; Clermont Lapointe; Norm Mino; Todd Morgan; Tina Sartoretto; Don Studholme, CAO

CALL TO ORDER: The Regular Meeting of the Board was called to order at 5:30 p.m.

1.0 DISCLOSURE OF PECUNIARY INTEREST

None

2.0 PETITIONS AND DELEGATIONS

None

3.0 ADDITIONS TO AGENDA / ACCEPTANCE OF AGENDA

Resolution # 2016-31 MOVED by Fred Deacon and SECONDED by Tina Sartoretto

THAT the agenda of the regular Board meeting held on March 23, 2016 be accepted as presented.

CARRIED

4.0 ADOPTION OF PREVIOUS MINUTES

Resolution # 2016-32 MOVED by Doug Jelly and SECONDED by Clermont Lapointe

THAT the minutes of the regular Board meeting held on February 17, 2016 be approved as presented.

CARRIED

5.0 BUSINESS ARISING FROM PREVIOUS MINUTES

Don Studholme provided an update on the following:

NOSDA will not proceed with the City of Kingston resolution regarding the Guaranteed Basic Income but the province will continue the discussion on this initiative.

K.I.B. Building Restoration Inc. who were awarded the tender for the Balcony, Window Sill and Brick Façade repair at 25A Tweedsmuir Avenue in Kirkland Lake, will begin the project in early April.

All existing tenant households with income in excess of the income limits (HILs) established as of January 1, 2016 were contacted by letter and the DTSSAB is now in the process of meeting with the clients.

6.0 CORRESPONDENCE

- 6.1 **Communication from the Association of Municipalities of Ontario dated February 16, 2016 – Re: Green Social Housing Retrofits**
- 6.2 **Communique from NE LHIN dated January 1, 2016 regarding the Innovative Housing and Health Strategic Models for Northeastern Ontario**

Resolution # 2016-33 MOVED by Cliff Fielder and SECONDED by Fred Deacon

THAT the Board receives the correspondence as presented, for information.

CARRIED

7.0 OTHER BUSINESS

7.1 **Social Housing Electricity Efficiency Program (SHEEP) Funding – Expression of Interest**

Don Studholme, CAO, presented this item for information and for discussion.

7.2 **Audit Planning Report to the Board**

Don Studholme, CAO, presented this item for information.

7.3 **French Language Services**

Don Studholme, CAO, presented this item for information and for discussion.

Resolution # 2016-34 MOVED by Clermont Lapointe and SECONDED by Fred Deacon

THAT the Board approve the 2016 French Language Services template and the template be forwarded to the Ministry of Community and Social Services.

CARRIED

7.4 **CAO Report**

Don Studholme, CAO, presented this item to the Board for information.

A request was made to reschedule the regular meeting of the Board of June 15, 2016 to June 22, 2016. The Board agreed to the new date and the schedule will be updated accordingly.

8.0 ADJOURNMENT / NEXT MEETING

Resolution # 2016-35 MOVED by Fred Deacon and SECONDED by Clermont Lapointe

RESOLVED THAT the Board meeting be hereby adjourned at 6:22 p.m.

AND that the next meeting be held on April 27, 2016, in Englehart or at the call of the Chair.

CARRIED

Minutes signed as approved by the Board:


Board Chair

Recorder: Lise Gauvreau

April 27, 2016
Date



MINUTES

Timiskaming Health Unit Board of Health

Regular Meeting held on March 2, 2016 at 6:30 P.M.

New Liskeard – Timiskaming Health Unit 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
Mike McArthur	Municipal Appointee for Temiskaming Shores
Jesse Foley	Municipal Appointee for Temiskaming Shores
Jean-Guy Chamailard	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
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
Maria Overton	Provincial Appointee
Kimberly Gauthier	Municipal Appointee for Township of Armstrong, Hudson, James, Kerns & Matachewan
Sherri Louttit	Provincial Appointee

Regrets

Vacant	Municipal Appointee for Township of Larder Lake, McGarry & Gauthier
--------	---

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 #18R-2016

Moved by: Sue Cote

Seconded by: Tony Antoniazzi

Be it resolved that the Board of Health adopts the agenda for its regular meeting held on March 2, 2016, with the following addition:

- 8c-Immunization and School Suspension

CARRIED

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

None.

5. **APPROVAL OF MINUTES**

MOTION #19R-2016

Moved by: Merrill Bond

Seconded by: Mike McArthur

Be it resolved that the Board of Health approves the minutes of its regular meeting held on January 27, 2016, as amended.

CARRIED

6. **BUSINESS ARISING**

A Board member inquired about the receipt of funding for the new integrated dental program. Mr. Winters confirmed that no budget has been received to date and no timeline was provided as to when to expect it.

7. **REPORT OF THE MEDICAL OFFICER OF HEALTH/CHIEF EXECUTIVE OFFICER**

MOTION #20R-2016

Moved by: Audrey Lacarte

Seconded by: Sherri Louttit

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

CARRIED

Dr. Spruyt provided a follow-up on her discussions with the COMOH group at the ALPHA conference in Toronto last Thursday. The council met together to discuss their perspective regarding the *Patients First* discussion paper which recommends that health units be moved under the umbrella of the LHINs. Health units feel that their work and mandate are different than the healthcare system and therefore should remain under the Ministry of Health and Long-Term Care and the municipalities.

The northern health units met with the Board Chair of FONOM. They will be providing their response to the Ministry as well. Health unit and municipalities have maintained good working relationships and most public health work is based in community, not the

healthcare system. We believe that public health units should remain directly reporting to the MOHLTC and municipalities.

8. **NEW BUSINESS**

a. **MANAGEMENT OPERATION PLAN 2016**

The plan was shared with the Board for information purposes.

b. **ORGANIZATIONAL CHART**

The Organizational Chart was revised as per the reassignment of responsibilities following the divestment of the Mental Health/Addiction Services to the Canadian Mental Health Association.

c. **BOARD SELF-EVALUATION**

An email will be sent this week for the Board to complete their self-evaluation.

d. **IMMUNIZATION – SCHOOL SUSPENSION**

From a recent television news blurb, there was a question about a student that was suspended for about 24 days due to not being able to provide the appropriate immunization records due to relocation. The media story was not related to activities in Timiskaming. Dr. Spruyt confirmed that suspensions do occur as per the *Immunization of School Pupils Act*. Students are required to get immunized with certain agents. If refusing to get immunized, the parent must provide an exemption. The school team nurses will provide notices, attempt to contact the parent in effort to obtain their consent/exemption in order to prevent a suspension order. As soon as the student receives the immunization, the suspension is retracted immediately and the child is able to return to school. Fortunately, with the new Panorama provincial system, health units are able to obtain a child's immunization record from another location in the province to assess and update as needed.

9. **CORRESPONDENCE**

MOTION #21R-2016

Moved by: Sue Cote

Seconded by: Jesse Foley

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

- Sudbury & District Health Unit
Resolution #54-15 to support a public health approach to the forthcoming cannabis legalization framework including strict health-focused regulations to reduce the health and societal harms.
- Haliburton, Kawartha, Pine Ridge District Health Unit
Resolution to enact legislation implementing infection prevention and control requirements for invasive personal settings with a suitable enforcement program.

- Grey Bruce Health Unit
Letter to Ministries to support the recommendations from Leeds, Grenville and Lanark District HU for a joint federal-provincial investigation into a basic income guarantee for Ontarians and all Canadians and to further support the request from Huron County regarding food security and transformation of social assistance in ON.
- Middlesex-London Health Unit
Motion to advocate for an evidence-based public health approach to Cannabis in regards to legalization, strict regulations, production, distribution, product promotion and sale. To establish baseline data and mechanisms to monitor local use.
- Haliburton, Kawartha, Pine Ridge District Health Unit
Following the release of *Patients First*. Letter to the MOHLTC to request that PHU continue to be funded by the Province. If recommendations outlined in the Patients First Discussion paper, then the Board endorses the recommendations made by the Toronto Public Health.
- Ottawa Public Health
Letter to MOHLTC to outline key considerations for successful health system transformation.
- North Bay Parry Sound District Health Unit
Resolution #2016-01-10 to urge the Ontario government to prioritize the investigation into a basic income guarantee, increase minimum wage and social assistance rates to reflect the costs of living.

CARRIED

10. **IN-CAMERA****MOTION #22R-2016**

Moved by: Audrey Lacarte

Seconded by: Merrill Bond

Be it resolved that the Board of Health agrees to move in-camera at 7:08 p.m. to discuss the following matters under section 239 (2):

- a. In-Camera Minutes (January 27, 2016)
- b. THU Property
- c. Identifiable Individuals

CARRIED

11. **RISE AND REPORT****MOTION #23R-2016**

Moved by: Merrill Bond

Seconded by: Tony Antoniazzi

Be it resolved that the Board of Health agrees to rise with report at 7:27 p.m.

In-Camera Minutes**MOTION #24R-2016**

Moved by: Sue Cote

Seconded by: Maria Overton

Be it resolved that the Board of Health approves the in-camera minutes of meeting held on January 27, 2016, as presented.

CARRIED

12. **DATES OF NEXT MEETINGS**

The next Board of Health meeting will be held on April 6, 2016 at 6:30 p.m. in Englehart.

13. **ADJOURNMENT**

MOTION #25R-2016

Moved by: Jesse Foley

Seconded by: Sue Cote

Be it resolved that the Board of Health agrees to adjourn the regular meeting at 7:30 p.m.

CARRIED

Carman Kidd, Board Chair

Rachelle Leveille, Recorder



MINUTES

Timiskaming Health Unit Board of Health

Regular Meeting held on April 6, 2016 at 6:30 P.M.

Englehart Medical Centre 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
Jean-Guy Chamailard	Municipal Appointee for Town of Kirkland Lake
Sue Cote	Municipal Appointee for Town of Cobalt, Town of Latchford, Municipality of Temagami, and Twp of Coleman
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
Kimberly Gauthier	Municipal Appointee for Township of Armstrong, Hudson, James, Kerns & Matachewan
Sherri Louttit	Provincial Appointee

Regrets

Vacant	Municipal Appointee for Township of Larder Lake, McGarry & Gauthier
Mike McArthur	Municipal Appointee for Temiskaming Shores
Jesse Foley	Municipal Appointee for Temiskaming Shores
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 Côté	Executive Assistant

3. **APPROVAL OF AGENDA**

MOTION #26R-2016

Moved by: Tony Antoniazzi

Seconded by: Audrey Lacarte

Be it resolved that the Board of Health adopts the agenda for its regular meeting held on April 6, 2016, as presented.

CARRIED

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

None.

5. **APPROVAL OF MINUTES**

MOTION #27R-2016

Moved by: Merrill Bond

Seconded by: Sue Cote

Be it resolved that the Board of Health approves the minutes of its regular meeting held on March 2, 2016, as presented.

CARRIED

6. **BUSINESS ARISING**

None

7. **REPORT OF THE MEDICAL OFFICER OF HEALTH/CHIEF EXECUTIVE OFFICER**

MOTION #28R-2016

Moved by: Sue Cote

Seconded by: Jean-Guy Chamaillard

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

CARRIED

8. **NEW BUSINESS**

a. **Cost Of Eating Well – Report & Infographic**

Report and infographic created by dietitians to support our efforts to advocate for a guaranteed income.

9. **CORRESPONDENCE**

MOTION #29R-2016

Moved by: Merrill Bond

Seconded by: Sue Cote

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

- North Bay Parry Sound District
 - Resolution #BOH/2016/01/13 to encourage the MOHLTC to provide recurring funding to enhance Environmental Health program field staff and management capacity, fund an additional 2.0 full-time PHI, adopt as standard policy for training to public health staff whenever new provincial policy and legislation is implemented, develop a staffing model to determine adequate levels of PHI, supervisory and management staff.
 - Resolution #BOH/2016/01/11 to support Bill 139: Smoke-Free Schools Act and that legislation for plain and standardized cigarette packaging and higher tobacco taxes be considered by all levels of government.
- Peterborough County-City Health Unit

Letter to MOHLTC to consider adding the herpes zoster vaccine to the list of publicly funded vaccines to Ontario's adults, 60 years old.
- Wellington-Dufferin-Guelph Public Health

Letter to Minister of Families, Children and Social Development to urge the government to consider, investigate and develop a basic income guarantee.
- Grey Bruce Health Unit

Response to Patients First Discussion Document.
- Sudbury & District Health Unit

Resolution #11-16 to support correspondence from Haliburton, Kawartha, Pine Ridge District Health Unit to recommend the Government enact legislation implementing IPAC requirements for invasive personal services settings under the Health Protection and Promotion Act with short-form wording under the Provincial Offences Act.
- Peterborough County-City Health Unit

Letter to support correspondence from Haliburton, Kawartha, Pine Ridge District Health Unit to recommend the Government enact legislation implementing IPAC requirements for invasive personal services settings under the Health Protection and Promotion Act with short-form wording under the Provincial Offences Act.
- Windsor-Essex County Health Unit

Letter to MOHLTC to support of changes to Ont. Fluoridation legislation-amendments to the fluoridation Act and the Ont. Municipal Act to make fluoridation of municipal drinking water mandatory in all municipal water systems across Ontario.
- Porcupine Health Unit
 - Letter to Premier of Ontario to support Thunder Bay District Health Unit and Town of Iroquois Falls, requesting the provincial government address the ongoing lack of resources and infrastructure to ensure the safe, efficient and effective temporary relocation of First Nations communities when they face environmental, weather related threats.
 - Resolution to support the efforts of the Smoke-Free Housing Ontario Coalition to reduce the exposure of second-hand smoke in multi-unit housing.
- Grey Bruce Health Unit
 - Motion to endorse the resolution from North Bay Parry Sound District Health Unit regarding Bill 139: Smoke-Free Schools Act.
 - Motion to endorse the resolution from North Bay Parry Sound District Health Unit regarding the Environmental Health Program Funding.
 - Motion to endorse the resolution from Sudbury and District Health Unit regarding the enactment of legislation implementing IPAC requirements for invasive personal services settings under the Health Protection and Promotion Act.
 - Motion to endorse the resolution from Peterborough County-City Health Unit regarding the Herpes Zoster Vaccine.

CARRIED

10. **IN-CAMERA**

MOTION #30R-2016

Moved by: Sue Cote

Seconded by: Merrill Bond

Be it resolved that the Board of Health agrees to move in-camera at 6:47 p.m. to discuss the following matters under section 239 (2):

- a. In-Camera Minutes (March 2, 2016)
- b. THU Property
- c. Identifiable Individuals

CARRIED

11. **RISE AND REPORT**

MOTION #31R-2016

Moved by: Sue Cote

Seconded by: Jean-Guy Chamaillard

Be it resolved that the Board of Health agrees to rise with report at 6:52 p.m.

In-Camera Minutes

MOTION #32R-2016

Moved by: Sherri Louttit

Seconded by: Tony Antoniazzi

Be it resolved that the Board of Health approves the in-camera minutes of meeting held on March 2, 2016, as amended.

CARRIED

12. **DATES OF NEXT MEETINGS**

A special Board of Health meeting is tentatively scheduled for April 27, 2016 for the approval of Financial Statements. To be confirmed in the next following weeks.

13. **ADJOURNMENT**

MOTION #33R-2016

Moved by: Kimberly Gauthier

Seconded by: Sue Cote

Be it resolved that the Board of Health agrees to adjourn the regular meeting at 6:53 p.m.

CARRIED

Report to the Board of Health



Q1 Board Report

January – March 2016

Prepared by the Management Team

HUMAN RESOURCES UPDATE - *Randy Winters*

RECENT NEW HIRES

- **Analyst-Research-Policy**, Permanent, Full-Time, NL (February 29, 2016)

RETIREMENT/RESIGNATION (*since last report*)

- **(13) Mental Health/Addiction Clinicians – divested to CMHA** (effective January 1, 2016)
- **Family Resource Worker**, Layoff, Kirkland Lake (effective February 12, 2016)
- **Community Health Worker**, Layoff, New Liskeard (effective February 12, 2016)
- **Chief Building Officer**, Retirement, District-Wide (effective April 1, 2016)
- **Secretary I**, Resignation, Kirkland Lake (effective April 15, 2016)

CURRENT VACANCIES

- None

ENVIRONMENTAL HEALTH

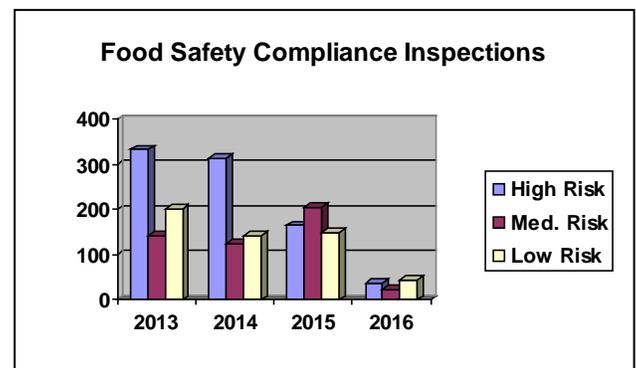
SEWAGE SYSTEMS

Land Control	2013	2014	2015	2016
Permits Issued	137	137	131	6
File Searches	38	57	60	14
Severance/Subdivision	14	20	15	0
Notifications				0

Infection Control	2013	2014	2015	2016
Reportable Disease	80	70	81	35
Investigations (non-STI)				
Outbreaks - Institutional	17	22	24	9
Outbreaks – Community			1	0
Animal Bite Reporting	74	60	77	11
Sexual Transmitted Infections			89	18

PERSONAL SERVICE SETTINGS

Infection Control Inspections (<i>hair salons, tattoos, piercings, aesthetics</i>)	Area	Inspection/Premises
	Dymond/Eng	5/10
	KL-Area	0/20
	Tri-Town-Area	0/14
	Cobalt-Temagami	0/8



RECREATIONAL WATER INSPECTIONS

7/7 (KL=3, NL=2, Dymond=2)

Risk categorizations were modified in year 2015 which explains the difference of year-end totals with previous years.

CHRONIC DISEASE, INJURY PREVENTION & COMMUNITY HEALTH

Kerry Schubert-Mackey

SCHOOL HEALTH

An internally developed charting tool for ‘the school as a client’ has now been fully implemented. In Q1, over 267 interactions occurred with schools supporting programs and relationship building (excludes some programs implemented directly in schools by other staff e.g. dental/oral health).

The following are activity highlights across a variety of topics and program areas:

- Supported the Tobacco Prevention Youth Champions in 5 secondary schools to plan youth tobacco prevention initiatives. One activity included focus testing messages for arena rink boards.
- Trained and supported 1 group of Youth Mental Health Promotion Champions and supported planning youth mental health promotion initiatives at 1 secondary school.
- The *Can you Feel It* resource (activities to address stress and anxiety) was supported at 2 schools.
- Continued to coordinate & deliver Roots of Empathy at 2 elementary schools and Between Girls program at 1 school.
- Coordinated 3 PARTY programs at 2 secondary schools (pre- & post survey, mock trauma day at hospital, contract home to parents) reaching 65 students, involving 8 to 9 agencies and approx. 17 partners.
- Coordinated THU contribution to JK registration packages for all school boards.
- Sent Nutrition Month information and programs to 18 schools of which 7 schools responded for meal pledge campaign, Freggie Friday or curriculum support/resources.
- Two schools were supported with their Student Nutrition Program awareness and volunteer recruitment event and Nutrition Tools for Schools (now Bright Bites) supported at 3 schools.
- Five schools at various stages of planning and implementing PALS (playground activity leaders) were supported, including 2 training sessions for student leaders.
- Healthy Relationship Clinics continued regularly at 4 of 5 secondary schools (approx. 20 clinics).
- Provided 4 class presentations, 2 co-teaching sessions and 4 curriculum support and attended 2 school council meetings.

COMMUNITY HEALTH – INJURY & SUBSTANCE MISUSE PREVENTION

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

Jan to March is Q4 for this topic area receiving funding from the NE LHIN and thus involved significant work on planning for year 2, as well as ongoing meetings with and reporting to the NE LHIN and a local SOYF coalition. The following are some program highlights.

- Assisted with planning and promotion of 3 new NE LHIN 48-week exercise programs with 3 family health teams (NL, KL, Eng) and supported a peer led exercise program with minor equipment, promotion, troubleshooting and pre/post surveys.
- Put together equipment and 50 participant packages for 6 Stand Up Education and Exercise classes. With one-time funding from the NE LHIN, coordinated purchase of supplies for all of year 2 locally (4 sets of equipment and supplies for approx 150 participants).
- Researched and reported to local committee re: Para-medicine older adult initiatives across the NE and corresponded with local DTSSAB/EMS to attempt to build partnership.
- Worked with Family Health Teams re: falls risk screen/EMR pilot which included developing a prescription pad related to the 9 steps to stay healthy and independent and prevent a fall.

- Met with local partners to assess root causes of low usage of Adult Day program.
- Supported 2 local older adults (KL & NL) to participate in a NE LHIN videoconference re: SOYF.
- Continued support of City of Temiskaming Shores' Age Friendly Community planning (e.g. survey design and promotion).

Road Safety & Substance Misuse Prevention

- In collaboration with local road safety coalitions: coordinated local Winter Driving Campaign (implementation, tracking and final reporting to MTO) and submitted Road Safety Challenge Grant applications for work on distracted driving and safe cycling among youth.
- Participated in discussions for provincial bilingual Rethink Your Drink campaign to create awareness of low risk drinking among all populations.
- Staff new or returned to the program were researching and planning for evidence informed strategies for substance misuse prevention and continued to glean from the municipal drug strategy network.

Physical Activity, Healthy Eating, Healthy Weights (Includes Diabetes Prevention Project Funding)

- Ongoing support of Temiskaming Shores and area Healthy Kids Community Challenge, research and data, planning and evaluation work group, local steering committee, promotion of initiatives.
- Presented to Community Living group and home child care providers (n=16) on Physical Literacy and worked with partners to bring Physical Literacy training to the district in May for early years providers.
- Ongoing partnership work with Bike Friendly Community committee, Get Moving Timiskaming event and active living partners for knowledge exchange, collaborative planning & coordinated action in South Timiskaming.
- Circulated a report on the active living open space event held in Kirkland Lake. Connected with staff from the Town of KL re: their

workplace initiative and their invite to discuss priorities re: change to staffing level for active living coordination & promotion. Worked with HC Link who did a blog on the KL event for active living.

- Planning re: CAN-Bike training coming to the district in June and supported planning for the Ontario Bike Summit.
- Connected with 9 libraries across the district and coordinated implementation of a Nordic pole loaner program in 8 libraries.
- Supported work on internal guidelines for physical activity and healthy eating.
- Completed Ministry reporting re: local implementation of NutriSTEP. Connected with THU Nurse Practitioner and Family Home Visitor re: NutriStep and integrated NutriSTEP into a Best Start program in Elk Lake as well as included Nutri-STEP into all JK packages for self-administration.
- Supported Paint Your Plate, a healthy eating campaign at 4 workplaces (1 school, THU and 2 FHTs) and planning with Beaverhouse First Nation.
- Continued work on a food security research project which included 6 interviews with service providers and 3 interviews with those with lived experience and 15 participants in a group discussion in Earlton.
- Presented on healthy eating on a budget at Employment options KL and NL young adults n= 31 (two presentations at each location).
- Completed a Nutritious Food Basket infographic and cost of eating well report and shared with stakeholders.
- Provided food literacy training on Adventures in Cooking to a community partner wishing to implement.
- Education provided to children (n=15) and families at the Elk Lake Eco Centre March Breakaway camp about healthy snacks and sugar sweetened beverages.
- Implemented a Nutrition Month community campaign involving 6 grocery stores resulting in 791 Find Freggie ballots entered.
- Completed a report on a local Community Kitchen initiative and worked with 3 KL

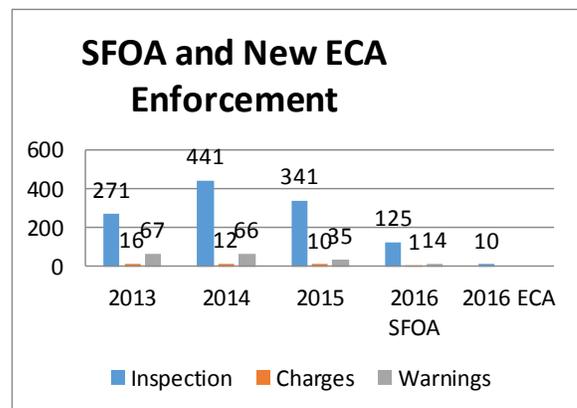
partners for future implementation of 2 community kitchens.

- Piloted a diabetes screening tool at 3 Stand Up education & exercise classes reaching 22 participants.
- Implemented an evaluation among Diabetes Prevention Project advisory partners and held a wrap up meeting for this March year end program as continued Ministry funding is to be determined.
- Submitted Q3 indicator reporting to the Ministry for the diabetes prevention project and submitted a proposal, budget and work plan for possible ongoing funding.
- Hosted an in-service for service providers on the Nutrition, Exercise, Wellness behaviour modification program with 14 participants attending including some from the NE.
- Promoted and hosted streaming live participation in a Rural Transportation forum with 5 agencies attending (7 participants).

Tobacco –Protection, Prevention, Cessation includes Smoke-Free Ontario Act (SFOA) and Electronic Cigarette Act (ECA) – SFO funding.

- Submitted final reporting to ministry for SFO and ECA and submitted 2016 work plans. Also applied for Ministry one-time NRT funding.
- Hosted 3 cessation workshops (KL, NL and Elk Lake) reaching 25 participants.
- Worked on refining our cessation and nicotine replacement therapy program. In Q1, 16 individuals called in for cessation assistance (system navigation or requesting service), 62 NRT vouchers were given and counselling was provided to 9 clients (e.g. those without family doctors or those without supports).
- Supported the hospital and long-term care facility in Kirkland Lake re: cessation info. Related to new legislation for no smoking on property.
- Prepared smoke-free housing briefing note and resolution for THU BOH.
- Distributed signage and factsheet to approx. 18 local electronic cigarette vendors re: new legislation prohibiting sale to minors.

- Developed a more comprehensive training package for youth test shoppers and integrated training for new ECA test shops.
- Inspections and surveillance for both SFOA and new ECA are ongoing with 8 warnings issued for smoking in an enclosed workplace and 4 warnings for illegal display and promotion of tobacco products in Q1. Forty seven SFOA youth access inspections were completed resulting in 1 charge.
- Two complaints were received in Q1 related to the SFOA – 1 for smoking in workplace vehicle (mine sight) and one for smoking on hospital



Communication Campaigns

- Don't Skip Out on Physical Activity (FB contest with 9 receiving a prize pack and 1 a grand prize, print ad, digital sign)
- Nutrition Month (newsprint, FB, radio chat, community contest & school events, THU Grand Rounds)
- Ongoing cessation – Would You Rather, Stop on The Road & National Non Smoking Week (FB, Media Release, print ads, digital sign)
- Electronic Cigarette Act – Radio, newsprint, FB, letters
- Stay On Your Feet – Fall Prevention Campaign NE and local – focus on physical activity/ exercise classes.
- Winter Driving Campaign (FB, twitter, info cards, newspaper flyer, radio ads, billboards etc).
- Low Risk Alcohol Drinking FB Campaign ongoing (FB posts)
- Colon Cancer Awareness & My Cancer IQ (FB posts, posters, print ads, digital sign)

FAMILY HEALTH

Ghislaine Julien

Office Immunization	NL	KL	ENG	Total
# of clients receiving immunizations	516	223	84	823
# of immunization administered	850	398	148	1396

TRAVEL HEALTH CLINICS

Client Visits	2013	2014	2015	2016
Kirkland Lake	307	335	317	137
New Liskeard	531	478	682	258
Englehart	103	157	81	0

VACCINE ADMINISTERED

Apr-Dec	2012-13	2013-14	2014-15	2015-16
Influenza	5396	6128	5816	4908
HPV (School)	391	451	505	127
Meningococcal (School)	340	284	562	396

SEXUAL HEALTH

Client Services	2013	2014	2015	2016
Male Clients	216	210	81	42
Female Clients	1758	1355	602	255
Contraceptives	2190	1856	812	333
Plan B	79	85	48	11

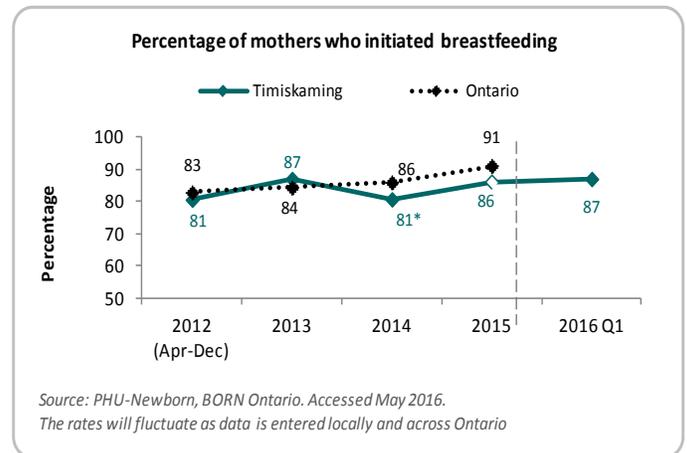
HEALTHY BABIES/HEALTHY CHILDREN

Healthy Babies/ Healthy Children	2013	2014	2015	2016
% of women screened during Pregnancy (target: 25%)	100%	73%	58%	75%
# of family visits by LHV/PHN or joint by LHV/PHN	201	175	291	113

Number of newborns by quarter

	Q1	Q2	Q3	Q4	Total
2014	81	76	97	78	332
2015	91	81	90	74	336
2016	75				75

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



DENTAL HEALTH

Caseload	2013	2014	2015	2016
OHISS Screening (Primary: Pre-Kind /Kind & Gr. 2)	912	822	555	463
Regular Screening (Additional: Grade 2-4-6)	2129	1153	1043	767
Office Screening	124	345	292	74
Topical Fluoride				
# of children offered the service	105	984	680	117
# of children who consented to the service provision	105	264	530	117
# of children who received the service through CINOT	71	56	55	70

COMMUNICATIONS, EVIDENCE AND EQUITY SUPPORT TEAM, NURSING STATIONS

Ryan Peters

Research & Knowledge Exchange

- Grand Rounds facilitation: Safe Water Program – January
- Grand Rounds facilitation: 100 Meal Journey – March (Nutrition Month)
- Hub Library: 14 literature searches completed
- Rapid review: tobacco cessation among pregnant women
- Two journal club topics reviewed:
 - Best way to reach out to priority populations?
 - [Self-collection their samples of chlamydia and gonorrhea?](#)
- Cobalt recreation survey supported

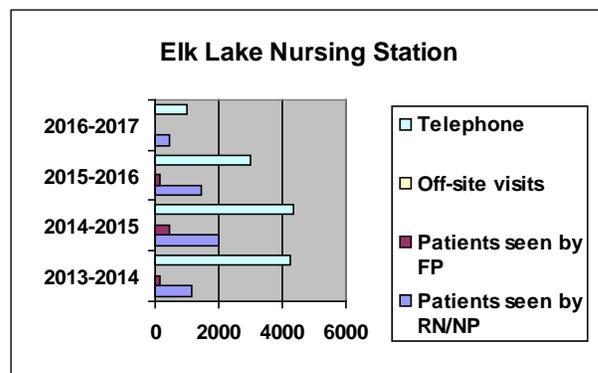
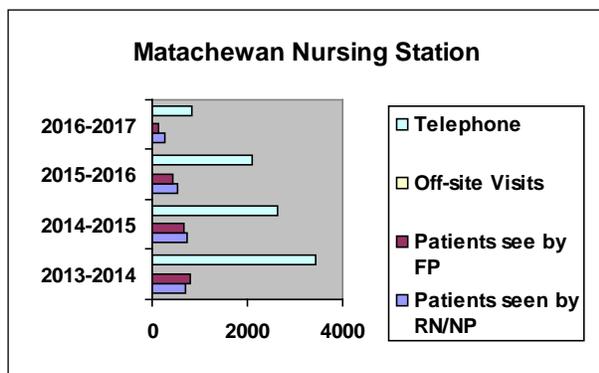
Evaluation Reports

- Safe Food Handler Certification Report 2015
- School Bike Safety evaluation
- DPPT Advisory Evaluation Report
- Tobacco Cessation Pilot Project

Health Equity Projects

- Distribution of the social determinants of health snapshot
- Cultural competency modules review, summary, and recommendations
- Screen time literature review
- Road safety and health equity literature review

NURSING STATIONS (Apr 2015-Dec 2015)



TEMISKAMING MUNICIPAL ASSOCIATION

ANNUAL MEETING

MARCH 31, 2016

	MEMBER	MEMBER
Armstrong	Dominique Nackers	
Brethour		
Casey		
Chamberlain	Kerry Stewart	
Charlton/Dack	Clem Yantha	Merrill Bond
Cobalt	Tina Sartoretto	
Coleman	Lois Perry	
Englehart	Doug Metson	
Evanturel	Barb Beachy	
Harley	Auldin Bilow	Clifford Fielder
Harris	Al Licop	Ron Sutton
Hilliard	Karen Gerrard	Evelyn Carleton-Moore
Hudson	Larry Craig	
James		
Kerns		
Kirkland Lake		
Larder Lake		
Latchford	Georges Lefebvre	
Matachewan		
McGarry	Paul Coté	
Temagami		
Tem. Shores	Danny Whalen	Carman Kidd
Thornloe	Ron Vottero	Earl Read
Unincorporated N.		
Unincorporated S.		
Speaker		
Tem. Shores	James Franks	
Tem. Shores	Courtney Tresidder	

March 31, 2016

Meeting called to order at 7:00 pm.

President: Danny Whalen

Directors:

Lois Perry	Director for Rural South.
George Lefebvre	Director for Urban South.
Paul Coté	Director for Rural North.
Pat Kiely	Director for Urban North.

ELECTIONS:

For President:

Moved by: Merrill Bond
Seconded by: Earl Read

That elections for the President/Chairperson for the Temiskaming Municipal Association be opened.

Carried

Moved by: Karen Gerrard
Seconded by: Carman Kidd

That **Lois Perry** be elected as President/Chairperson for the Temiskaming Municipal Association.

Carried

Moved by: Ron Sutton
Seconded by: Al Licop

That elections for the President/Chairperson for the Temiskaming Municipal Association be closed.

Carried

6. Membership Fee
(DELETE: and \$75 for each unincorporated area)

(ADD)

Moved by: Merrill Bond
Seconded by: Earl Read

That membership fees for each calendar year shall be fixed at \$150 per member municipality **and that payment of the annual membership fee shall constitute a member in good standing.**

Carried

March 31, 2016

Moved by: Merrill Bond
Seconded by: Paul Coté

That the Executive of the Association shall consist of the following **six** members including the Secretary-Treasurer (elected at large) :

President (1):	Elected at large
Director for Rural South (1)	Elected at large
Director for Urban South (1)	Elected at large
Director for Rural North (1)	Elected at large
Director for Urban North (1)	Elected at large

Carried

Moved by: Karen Gerrard
Seconded by: Ron Vottero

That requests for items to be placed on the agenda of a general membership meeting shall be submitted to the Secretary-Treasurer **by way of a municipal council resolution** no later than two weeks prior to the meeting.

Carried

Moved by: Danny Whalen
Seconded by: Merrill Bond

Whereas the Temiskaming Municipal Association is a communication and lobby mechanism acting on behalf of all district municipalities

And whereas municipal responsibilities were somewhat reduced with the creation of District Social Services Administration Boards (DSSAB)

And whereas District Social Services Administration Boards were granted the authority to represent both municipalities and unincorporated areas within the Province of Ontario

And whereas unincorporated areas are recognized within the Temiskaming Municipal Association constitution as a non voting, non commenting member

And whereas being recognized as a non voting, non commenting member diminishes any reason for attendance at regular meetings

Therefore be it resolved that unincorporated areas be removed from all areas of the Temiskaming Municipal Association constitution and any and all communications and meetings of the association

Carried

March 31, 2016

Moved by: Carman Kidd

Seconded by: Doug Metson

That the Annual Meeting be adjourned at 7:25pm.

Carried

TEMISKAMING MUNICIPAL ASSOCIATION

REGULAR MEETING

MARCH 31, 2016

	MEMBER	MEMBER
Armstrong	Dominique Nackers	
Brethour		
Casey		
Chamberlain	Kerry Stewart	
Charlton/Dack	Clem Yantha	Merrill Bond
Cobalt	Tina Sartoretto	
Coleman	Lois Perry	
Englehart	Doug Metson	
Evanturel	Barb Beachy	
Harley	Auldin Bilow	Clifford Fielder
Harris	Al Licop	Ron Sutton
Hilliard	Karen Gerrard	Evelyn Carleton-Moore
Hudson	Larry Craig	
James		
Kerns		
Kirkland Lake		
Larder Lake		
Latchford	Georges Lefebvre	
Matachewan		
McGarry	Paul Coté	
Temagami		
Tem. Shores	Danny Whalen	Carman Kidd
Thornloe	Ron Vottero	Earl Read
Unincorporated N.		
Unincorporated S.		
Speaker		
Tem. Shores	James Franks	
Tem. Shores	Courtney Tresidder	

Meeting opened at 7:25 pm.

Moved by: Danny Whalen
Seconded by: Karren Gerrard

That the minutes of the meetings of October 1, 2015 and the meeting of January 28, 2016 be approved.

Carried

DELEGATION:

Courtney Tresidder; James Franks:

Courtney presented the project which she had been working on Cultural Sustainability Plan. The intent of the presentation was to make area municipalities aware of the cultural benefits available within our region, but also to advise that the newly formed Conseil des Arts Temiskaming Arts Council will likely be reaching out to area municipalities for support of their programs to ensure our cultural attractions and activities can be sustainable.

DISCUSSIONS:

Danny Whalen:

- Reported on FONOM activities for the first quarter 2016.
- Be wary of new initiative from the Ministry of Health and Long-Term Plan called Patients First, Ontario's action plan for Health Care. Members should go on the web and read up on it before endorsing it.
- At the OGRA/AMO conference Premier Kathleen Whyne announced that OCIF grants may be banked for 5 years to pay for larger projects and streamline applications to better reward good asset management by municipalities.

Township of Hilliard (Karen Gerrard):

- Should invite someone from Habitat for Humanity to discuss the possibility of building homes in our district.
- TMA should coordinate staff and councillors training through AMO or AMCTO or other facilitator asking the trainer to come to us instead of us to the trainer. Karen volunteered.

Village of Thornloe (Ron Vottero):

- Would like to know if there is an interest for municipalities join together to hire a By-law Officer. Suggestion from the floor is that possibly TMBA could look at the matter.

Executive meeting on April 28 in Earlton at 7pm.

TMA meeting on May 26 at 7pm at the Earlton Recreation Centre.

Meeting adjourned at 8:10pm

TEMISKAMING MUNICIPAL ASSOCIATION

EXECUTIVE MEETING

MAY 12, 2016

PRESENT: Lois Perry; George Lefebvre; Larry Craig;
Pat Kiely; Reynald Rivard

Meeting opened at 6:30 pm.

DISCUSSIONS:

Lois Perry:

- Paul Coté has resigned as councillor in McGarry therefore a replacement must be found as Director for Rural North.
- A three day training session will be given on Planning, Zoning and such in Englehart on June 20th to the 22nd in Englehart. The course given by the Ontario Builders Association is geared mostly for clerks and staff but does not exclude any councillors who wishes to attend. Cost is approximately \$460 per attendee and TMA has been asked to subsidize a portion.
- Feedback from the FONOM Conference held in Timmins.

George Lefebvre:

- Will ask Jeff Barton to give a presentation on the service level agreement between MPAC And municipalities.
- Will discuss request for cellular towers to be tax exempt.
- Should we be asking for wire fencing along Highway 11 to prevent wild life from crossing the highway.

Larry Craig:

- Review of the Pits and Quarries Act and renew the discussion on Royalties.

Reynald :

- Will contact John Humble from Habitat for Humanity and invite him to attend one of our meetings to explain his organization.
- Sent email asking TMA members how they dealt with By-law enforcement in their municipalities and to bring ideas to the regular meeting.

Next Executive meeting will be on August 25th at 6:30pm.

TMA meeting on May 26 at 7pm at the Earlton Recreation Centre.

Meeting adjourned at 7:30pm



TEMISKAMING SHORES POLICE SERVICES BOARD

MAY 16, 2016 AT 1:00 P.M.

CITY HALL COUNCIL CHAMBERS – 325 FARR DRIVE

MINUTES

1. CALL TO ORDER

The meeting was called to order by Board Chair Doug Jelly at 1:02 p.m.

2. ROLL CALL

PRESENT: Board Chair Doug Jelly
Board Members Ruth Shepherdson, Brian Thornton and Danny Whalen

ALSO

PRESENT: Airianna Misener, Executive Assistant
Inspector Brent Cecchini, O.P.P. – Detachment Commander
Tammie Caldwell, Director of Recreation

REGRETS: Board Member Gail Moore
Board Secretary Christopher W. Oslund

MEMBERS OF THE PUBLIC PRESENT: None

3. ADDENDUM/ANNOUNCEMENTS

None

4. APPROVAL OF AGENDA

Resolution No. 2016-14

Moved by: Ruth Shepherdson

Seconded by: Danny Whalen

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

CARRIED

5. PRESENTATIONS/DELEGATIONS

Tammie Caldwell, Director of Recreation Services

Re: Harder for Carter Skateboard Park

Tammie Caldwell, Director of Recreation Services provided the Board with an overview of the Harder for Carter Skateboard Park. Tammie suggested replacing the winter fences with a permanent chain link fence. The Board discussed clean-up initiatives, language at the park and participation prior to the park's opening. Inspector Brent Cecchini is working towards a focused patrol initiative at the skate park to encourage a safe environment. The Board is pleased to see the number of daily participants enjoying the park.

6. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

None

7. APPROVAL OF MINUTES

Resolution No. 2016-15

Moved by: Danny Whalen
Seconded by: Ruth Shepherdson

Be it resolved that the Minutes of the Temiskaming Shores Police Services Board meeting held on March 21, 2016 be approved as printed.

CARRIED

8. COMMUNICATIONS

a) CERB 911 Reports – February & March 2016

Reference: Received for information.

b) John & Shirley Ewanchuk

Re: False Alarm By-law

Reference: Referred to New Business.

- c) Martin Maille, Maille's Service Centre

Re: False Alarm By-law

Reference: Referred to New Business.

- d) Yvon Toupin, General Manager – Caisse-populaire

Re: False Alarm By-law

Reference: Referred to New Business.

Resolution No. 2016-16

Moved by: Brian Thornton

Seconded by: Danny Whalen

Be it resolved that the Police Services Board agrees to deal with Communication items 8 a) to 8 d) according to the agenda references.

CARRIED

9. OPP BUSINESS

- a) **OPP Temiskaming Detachment Report – January / February 2016**

- b) **OPP Temiskaming Detachment Report – March / April 2016**

- c) **Report on Revenues collected on behalf of the Board – March / April 2016**

Resolution No. 2016-17

Moved by: Ruth Shepherdson

Seconded by: Brian Thornton

Be it resolved that the Temiskaming Shores Police Services Board acknowledges receipt of the January/February 2016 and March/April 2016 Ontario Provincial Police - Temiskaming Detachment Reports and the March/April 2016 Revenue Report.

CARRIED

10. NEW BUSINESS**a) OAPSB Report – Doug Jelly**

Board Chair Doug Jelly and Board member Brian Thornton recently attended the OAPSB Spring Conference in Niagara Falls. Doug provided the group with a verbal update and noted that the Police Service Act has not yet been opened for review, however, he anticipates it will be opened-up during this session of Government. Doug further noted that he submitted the letter endorsed by the Board at their March 21, 2016 meeting regarding proposed changes to the Police Services Act. The letter was well received and mentioned at the conference.

b) Strategies for Safer Communities Consultations - March 31, 2016 Regional Session

On March 31, 2016 the Board Chair and Secretary attended the Regional Strategies for Safer Communities Session in Sudbury. Doug noted that the session was very informative.

c) False Alarm By-law

Board Chair, Doug Jelly advised that letters of response will be addressed to Maille's Service Centre, John and Shirley Ewanchuk and Caisse Populaire regarding their false alarms.

The Board discussed the financial impact false alarms have on the City. Doug Jelly and Inspector Cecchini are reviewing the protocol to ensure officers attend every false alarm call even if it has been cancelled to ensure the property owners are safe and their premises secure.

11. BY-LAWS

None

12. CLOSED SESSION

None

13. SCHEDULE OF MEETINGS

- a) Regular Police Services Board meeting – July 18, 2016 at 1:00 p.m. – Council Chambers, City Hall – 325 Farr Drive

14. **ADJOURNMENT**

Resolution No. 2016-18

Moved by: Brian Thornton
Seconded by: Ruth Shepherdson

Be it resolved that the regular meeting of the Temiskaming Shores Police Services Board hereby adjourns at 1:26 p.m.

CARRIED

CHAIR

SECRETARY

DRAFT

1.0 CALL TO ORDER

The meeting was called to order at 10:41 a.m.

2.0 ROLL CALL

- | | |
|---|--|
| <input checked="" type="checkbox"/> Mayor Carman Kidd | <input checked="" type="checkbox"/> Chris Oslund, City Manager |
| <input checked="" type="checkbox"/> Councillor Doug Jelly | <input checked="" type="checkbox"/> Councillor Danny Whalen |
| <input type="checkbox"/> Doug Walsh, Director of Public Works | |
| <input checked="" type="checkbox"/> Mitch Lafreniere, Manager of Physical Assets | |
| <input checked="" type="checkbox"/> Steve Burnett, Technical and Environmental Compliance Coordinator | |
| <input checked="" type="checkbox"/> Airianna Misener, Executive Assistant | |

3.0 REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- None

4.0 ADOPTION OF AGENDA

Recommendation BM-2016-014

Moved by: Councillor Doug Jelly

Be it resolved that:

The Building Maintenance Committee Meeting Agenda for the May 26, 2016 meeting be adopted as printed.

Carried

5.0 REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation BM-2016-015

Moved by: Mayor Carman Kidd

Be it resolved that:

The Building Committee Meeting minutes of April 28, 2016 be adopted as printed.

Carried

6.0 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- None

7.0 CORRESPONDENCE

- None

8.0 PRESENTATION

- None

9.0 UNFINISHED BUSINESS

9.1 Municipal Data Works (changed from MarMak)

Previous Discussion:

On going

Discussion:

On going

9.2 PFC

Previous Discussion:

Mitch Lafreniere informed the group of a recent inspection that was done by the TSSA on the PFC waterslide. The TSSA required repairs to the concrete base. Metal Flashing has been ordered and the repairs are underway.

Discussion:

The waterslide repairs are complete and approved by the TSSA.

9.3 Building Division Staff Update

Previous Discussion:

The Building Maintenance department is working to get buildings opened up for the upcoming summer season.

Discussion:

Summer Students have begun outside painting on various buildings.

9.4 Library Services Review

Previous Discussion:

Mitch noted the RFP for the engineering services on the New Liskeard Library building closes on May 17th.

Discussion:

The engineering services RFP for the New Liskeard Library Building closed on Tuesday. Two bids were received, both of which were significantly over budget. Mitch proposed meeting with the Library Building Committee to further discuss options going forward.

9.5 DFO / City property off Main street, Haileybury

Previous Discussion:

In recent days, a land erosion appeared south of the existing.

Mitch Lafreniere met with Pedersen Construction to discuss a temporary fix, until the DFO comes to a resolution to go forward with long term repairs. The erosion which is in form of a hole is located on the STATO trail and is a safety concern that needs to be addressed immediately, noted Mitch.

Recommendation BM-2016-010

Moved by: Mayor Carman Kidd

Be it resolved that:

The Building Maintenance Committee hereby recommends City Staff contact Evans Bragn to have them prepare a letter and forward the pictures taken of the area near Main Street at Farr Drive, to the DFO, informing of the recent failure to maintain and the continued damage to the City's infrastructure.

Discussion:

The DFO was in contact with Mitch Lafreniere and they have agreed to cover the costs for the land erosion repairs. An RFP for the shoreline services is posted. The tender closes next Tuesday. The DFO has agreed to cover the costs for the engineering services however; the City will administer the work. Chris Oslund is preparing a report for Council to enter in a 5 year marina agreement with DFO.

9.6 Green Energy Plan

Previous Discussion:

The Green Energy Plan final draft report was received. The report will be reviewed at the next regular council meeting.

Discussion:

The final draft report will be reviewed at the June 7th regular council meeting.

9.7 Fleet Replacement Plan

Previous Discussion:

On going

Discussion:

The following three will complete the 2016 budgeted fleet replacements:

- Awaiting the Arrival of the Van and Vac Truck
- Admin Report is completed for the Loader

9.8 Farmer's Market

Previous Discussion:

No update

Discussion:

No update

9.9 Building Audit

Previous Discussion:

The draft building audit report prepared by the Manager of Physical Assets, Mitch Lafrenier, was distributed. The Committee will review and discuss at the next meeting.

Discussion:

No update

9.10 Building Condition Audit – Haileybury Fire Station

Previous Discussion:

The Master Fire Plan Committee met in March to discuss the Haileybury Fire Station, Building Condition Audit. Update to follow.

Discussion:

Item will be discussed in Closed Session.

9.11 2016 Budget

Previous Discussion:

Staff are working towards completing the approved capital projects.

Discussion:

Ongoing

9.12 Update on buildings affected by the wind storm

Previous Discussion:

Rivard Bros will commence wind damage repairs on the following buildings: Riverside place, New Liskeard Water Treatment Plant and the New Liskeard Library.

Discussion:

Rivard Bros are expected to start repair work next week.

10.0 NEW BUSINESS

10.1 Farr Pumping Station

Discussion:

Mitch Lafreniere reported an emergency water leak on the Farr Pumping Station roof. The leak began in winter months and a temporary repair was done. Last week, Mitch Lafreniere had a contractor look at the roof and a replacement is needed. The approximate cost to replace the roof is \$11,500. The Committee would like Mitch to further investigate the option to install engineered trusses.

11.0 ADMINISTRATIVE REPORTS

- PW-031-2016 - Final Draft - Municipal Energy Plan
- PW-032-2016 - Equipment Purchase – Front End Loader

12.0 CLOSED SESSION

Recommendation BM-2016-016

Moved by: Councillor Doug Jelly

Be it resolved that:

The Building Maintenance Committee convene into Closed Session at 11:18 a.m. to discuss a proposed or pending acquisition or disposition of land by the municipality or local board as per section 239 (2) (c) of the Municipal Act.

Carried

Recommendation BM-2016-017

Moved by:

Be it resolved that:

The Building Maintenance Committee rise with report at 11:37 a.m.

Carried

13.0 NEXT MEETING

The next meeting of the Building Maintenance Committee will be scheduled for: June 23rd, 2016 at 10:30 a.m.

14.0 ADJOURNMENT

Recommendation PW-BL-2016-018

Moved by: Mayor Carman Kidd

Be it resolved that:

The Building Maintenance Committee, be hereby adjourned at 11:38 a.m.

Carried

1. CALL TO ORDER

Meeting called to order at 1:02 PM.

2. ROLL CALL

- | | |
|---|--|
| <input checked="" type="checkbox"/> Mayor Carman Kidd | <input checked="" type="checkbox"/> Christopher W. Oslund, City Manager |
| <input checked="" type="checkbox"/> Councillor Jeff Laferriere | <input checked="" type="checkbox"/> Kelly Conlin, Director of Corporate Services (A) |
| <input checked="" type="checkbox"/> Councillor Danny Whalen | <input checked="" type="checkbox"/> Laura Lee MacLeod, Treasurer |
| <input checked="" type="checkbox"/> Dave Treen, Municipal Clerk | <input checked="" type="checkbox"/> Airianna Misener, Executive Assistant |

OTHER

- Mitch Lafreniere, Manager of physical assets
- Doug Walsh, Director of Public Works

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- None

4. APPROVAL OF AGENDA

Recommendation CS-2016-006
Moved by: Councillor Danny Whalen

Be it resolved that:
The Corporate Services Committee agenda for the May 2nd, 2016 meeting be approved as printed.

CARRIED

5. REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation CS-2016-007
Moved by: Mayor Carman Kidd

Be it resolved that:
The Corporate Services Committee minutes of the March 3rd, 2016 meeting be approved as printed.

CARRIED

6. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- None

7. DELEGATIONS/PRESENTATIONS

- None

8. UNFINISHED BUSINESS

8.1 Business Licensing

Discussion:

Dave Treen, Clerk, discussed the status of the Business Licensing By-Law. The By-Law is underway and is anticipated to be presented to Council at the next regular Council meeting.

8.2 Water / Sewer rates

Discussion:

In follow up with the March 3, 2016 Committee discussion, Council directed staff to further investigate proposals regarding water meter systems.

Doug Walsh reported that in order to obtain an actual project cost, it is recommended to conduct a survey of the locations where water meters would be installed should Council decide to pursue.

Recommendation CS-2016-009

Moved by: Mayor Carman Kidd

Be it resolved that:

Council directs staff to proceed with request for proposal, in order to acquire the necessary services to conduct a survey of all high water usage buildings.

CARRIED

8.3 Budget Reporting

Discussion:

Laura Lee, Treasurer, noted that the Capital Report will be presented at the May 17th, 2016 regular Council meeting.

8.4 2015 Audit Update

Discussion:

Laura Lee, Treasurer reported that the 2015 Audit is underway, and is expected to be completed by the end of the week. Upon completion, the draft financial statements will be reviewed with the Committee.

8.5 Strategic Planning

Discussion:

On Monday, April 18, 2016, a special Council meeting was held to discuss Strategic Planning within the City

The Corporate Services Committee noted that the session was a good starting point. Moving forward, Council suggests staff discuss their Strategic Planning items at the Committee level, with intent to bring items to Council. The Committee further suggests staff review their strategic planning items and propose staff to look at decisions that will be of benefit long-term.

9. NEW BUSINESS

9.1 Translation - Website

Discussion:

The Committee reviewed correspondence that was received regarding French translation on the City's website, noting the standards in which were very low. Kelly Conlin informed the Committee, that the website currently uses Google Translate, which is the standard for many large Cities and Municipalities.

The Committee will revisit this issue in their Strategic Planning review.

9.2 Insurance Renewal

Discussion:

The City's insurance is up for renewal. The City is currently in a 3 year agreement with Tench Insurance, with the option of a 1 year extension. Kelly Conlin, will present a report at the Regular Council meeting on May 3rd, 2016 and request direction from Council.

9.3 Haileybury Family Health Team

Discussion:

The Haileybury Family Health Team lease agreement is up for renewal. A report will be brought to Council at the next regular Council meeting on May 17th, 2016.

9.4 Staff Training – Update

Discussion:

Kelly Conlin, listed the upcoming corporate training session:

- Members of staff will be participating in a full day training session with a trainer from Northern College at the Dymond Training Hall. The course content will educate participants on how to effectively and efficiently deal with difficult customers.

9.5 New Liskeard Medical Centre – Update

Discussion:

City staff will follow up with the purchase of the New Liskeard Medical Centre.

9.6 Quarterly Report, Employee Benefits

Discussion:

Kelly Conlin reviewed the quarterly employee benefits with the Committee.

9.8 2016 OMPF

Discussion:

Councillor Danny Whalen distributed copies of the 2016 OMPF funding. Danny reviewed the City's funding in comparison to the funding received by comparable municipalities in the region. The City has seen a remarkable decrease in funding over the years.

Councillor Danny Whalen will work with staff to continue to investigate the OMPF funding allocations and the process taken to determine the funding amounts per municipality.

9.9 Haileybury Breakwall- DFO

Discussion:

Mitch Lafreniere, distributed images of the recent land erosion caused by the Haileybury DFO breakwall. The location of the sink hole is not on City property however the City feels this needs to be addressed and repaired immediately. Mitch has been in contact with representatives from DFO and was informed that they currently have not budgeted for such repairs and could not cover the cost at this time. Staff suggest, to deduct the repair costs from the withheld lease payments in which the City is currently owing DFO. The estimated cost to tentatively repair the sink hole is \$7500. The Committee will continue to work towards a long term repair agreement with the DFO.

Recommendation CS-2016-010

Moved by: Mayor Carman Kidd

Be it resolved that:

Council supports the decision to take the repair work upon the City by using the withheld lease payments.

CARRIED

10. CLOSED SESSION

- None

11. SCHEDULE OF MEETINGS

- To be determined

12. ADJOURNMENT

Recommendation CS-2016-008

Moved by: Councillor Danny Whalen

Be it resolved that:

The Corporate Services Committee meeting is adjourned at 3:18 p.m.

CARRIED

COMMITTEE CHAIR

COMMITTEE SECRETARY

Memo

To: Mayor and Council
From: Jennifer Pye, Planner
Date: June 7, 2016
Subject: Vacant Municipal Land – Bay Street / Meridian Avenue

Mayor and Council:

On April 19, 2016 Council considered Confidential Administrative Report CGP-010-2016 and defeated Resolution No. 2016-223 which would have granted two non-profit groups (New Liskeard Non-Profit Housing Corporation and Zone K-1 Legion Veterans Home Corporation) first right of refusal to acquire the above-noted properties. The intent of “holding” the properties for a six-month period was to allow the non-profit organizations the opportunity to conduct an affordable senior housing feasibility study/business case. The business case for both projects was predicated on the City selling the land for a nominal fee. Due to interest from other parties, Council indicated their desire to obtain fair market value for the subject lands.

Section 4 of Schedule “A” to By-law No. 2015-160, Disposition of Land Policy, outlines that one or more methods may be utilized to determine fair market value: 1 - Appraisal, 2 - Assessed Value; 3 - Recent Sales; 4 - Appraisals for similar properties; 5 - Negotiations; 6 – Public Tender.

Staff want to confirm with Council the process to determine the fair market value, as well as the process for the potential disposal of these properties. Regardless of the value determination or disposal process, a public meeting will be required in order to declare the lands surplus.

Staff have considered three options for valuation and disposal:

Option No. 1

- have the properties appraised;
- approach those that have expressed interest to seek a firm offer;
- City will negotiate terms and conditions (i.e. build within timeframe, etc.) with first organization to submit an offer.

Note: This option would provide Council with the market value of the properties. It may limit Council's ability to consider the proposed end use of the property (proponent may wish to apply for Official Plan Amendment and/or Zoning By-law Amendment to permit a non-residential use).

Option No. 2

- Seek tender on the subject properties.

Note: Market would dictate value and may yield a higher or lower price for the property. Again, it may limit Council's ability to consider the proposed end use of the property.

Option No. 3

- Release a Request for Proposal – in addition to purchase price, proponent would outline proposed development of site;
- RFP would contain evaluation criteria permitting evaluation of proposed use and other factors and would not be limited to price alone.

Note: This option provides Council with an opportunity to evaluate the highest and best use for the property in accordance with the established evaluation criteria.

In each of the above options clauses could be included in the purchase agreement giving the City the option to reclaim the land if development of the property does not occur within a set time period.

The three options were reviewed by the Protection to Persons and Property Committee on May 26, 2016. The Committee discussed the desire to obtain an appraisal on the properties regardless of the option that is selected. The Committee also requested staff add the property adjacent to the Dymond Reservoir to the list of properties to be appraised and potentially surplus and disposed.

The Committee passed the following recommendation:

Be it resolved that the Protection to Persons and Property Committee hereby recommends that Council consider endorsing Option 3 as outlined in Memo 008-2016-CGP as well as obtaining appraisals on the subject properties;

The Committee further recommends the addition of the property at the northwest corner of Raymond Street and Roland Road for consideration under this process.

Prepared by:

Reviewed and approved by:

Reviewed and submitted for Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

Jennifer Pye
Planner

Kelly Conlin
Director of Corporate Services (A)

Christopher W. Oslund
City Manager

Subject: Accommodation Development Potential Study

Report No.: CGP-012-2016
Agenda Date: June 21, 2016

Attachments

None

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CGP-012-2016; and
2. That Council directs staff to retain a research firm through an RFP process to complete an Accommodation Development Potential Study which can be provided to potential investors at an upset limit of \$10,000;

Background:

Over the past several years, the City has received several complaints from various groups in the community that they are experiencing difficulty in attracting events, tournaments and conferences to our community due to the apparent lack of reasonably priced accommodations.

Analysis:

Presently, there are two potential developments being discussed within Temiskaming Shores that could see the installation of new accommodation space. For the City to support or discourage these investors, it would be prudent to understand the need in the community for such developments rather than relying on anecdotal information.

In order to provide council with relevant data to support any potential development, staff is proposing to hire a research company to undertake an Accommodation Development Potential Study. The evidence based study would show not only Council, but potential developers if there is sufficient market to support the development. In addition, it will provide suggestions as to the most suitable locations for the development.

The completed study would be a public document and could be used to provide to not only those considering investments today, but to any future potential investors. In fact, once the strategic plan is completed, staff will likely recommend that further studies be completed in other sectors to support the sector development recommendations of the plan.

Alternatives

One alternative considered was requiring each private developer to complete their own studies of the accommodation and other sectors. The disadvantage of this option often turns away potential developers as they expect the community to provide the information to them as this is just another cost which makes developments financially inefficient. In addition, the City would not own the studies and could not provide the information to potential future developers.

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 estimated cost of the study as researched through similar studies is between \$8,000 and \$10,000.

Due to the decision of the Lake Temiskaming Tour committee not to produce a new printed guide of 2016, there is \$10,000 within the existing Economic Development Programs budget that will not be spent in 2016. It is recommended by the Economic Development Officer that these funds be redirected to cover the cost of this study as it will provide future investment potential for the community.

Staffing implications related to this matter are limited to normal administrative functions and duties as the study work would be completed by a qualified consultant.

Submission

Prepared by:

Reviewed and submitted for Council's consideration by:

"Original signed by"

"Original signed by"

 James Franks
 Economic Development Officer

 Christopher W. Oslund
 City Manager

Subject: OPA-2016-01 & ZBA-2016-01(NL) -
100 Lakeshore Road North

Agenda Date: June 21, 2016
Report No.: CGP-013-2016

Attachments

- Appendix 01:** Planning Report
- Appendix 02:** Application Package (Application, Needs Assessment, Notice, Public Mtg)
- Appendix 03:** MMAH Comments
- Appendix 04:** Public Comments
- Appendix 05:** Draft Official Plan Amendment No. 1
- Appendix 06:** Draft By-law to amend Zoning By-law 2233 (New Liskeard)

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CGP-013-2016;
2. That Council directs staff to prepare the necessary by-law to adopt Amendment No. 1 to the City of Temiskaming Shores Official Plan to permit the conversion of a former school at 100 Lakeshore Road North into a maximum 40 unit residential apartment building for consideration at the July 5, 2016 Regular Council meeting; and
3. That Council directs staff to prepare the necessary by-law to amend Zoning By-law No. 2233 of the former Town of New Liskeard to rezone 100 Lakeshore Road North from Institutional (S1) to Apartment Residential Exception 6 (R4-E6) for consideration at the July 5, 2016 Regular Council meeting.

Background

Tunnock Consulting Ltd has submitted applications for Official Plan Amendment and Zoning By-law Amendment on behalf of Mike DaSilva for the property located at 100 Lakeshore Road North in New Liskeard. The applicant is proposing to convert the existing building on the property in 40 residential apartment units. The proposal requires an Official Plan Amendment to add a policy permitting a new, standalone residential building in the Town Centres designation, and a Zoning By-law Amendment to change the zoning on the property from Institutional (S1) to Apartment Residential Exception 6 (R4-E6) to allow up to 40 residential units and to recognize some site-specific relief from the R4 zoning provisions.

Notice of the applications was advertised in the Temiskaming Speaker on May 18, 2016 in accordance with the requirements of the Planning Act. Notice was also mailed to property owners within 120m of the subject property in accordance with the City's common practice.

The Planning Act also sets out the list of agencies and public bodies that must be circulated notice of Planning Act applications. These notices were sent out on May 18, 2016 and no comments have been received as of June 14, 2016.

Municipal department heads were also circulated on these applications. The following comments were received:

Recreation Department

“Thank you for the opportunity to comment on this application. The only concern from a recreation services perspective is the loss of the playground unit currently located at the school that may be used by children and families in that neighbourhood.”

Finance Department

“I have no concerns with these applications. The conversion to a multi-residential unit apartment building will increase the City’s taxable assessment base and therefore taxation revenues.”

Clerk’s Department

“The Clerk’s Department has no objections to these applications.”

Economic Development Department

“Great project. Has my full support.”

One letter of concern was received prior to the public meeting through the public notification process. The letter was from the owners of the adjacent property to the south and outlined concerns for the privacy of their backyard amenity space as well as drainage concerns with the location of a snow storage pile at the front of the building close to their property line.

The statutory public meeting was held on June 7, 2016. At the public meeting two members of the public made oral submissions. The owner of the adjacent property to the south explained the concerns outlined in the letter submitted prior to the public meeting as described above, and another member of the public indicated that she would like to encourage the developer to consider including more two-bedroom units in the design.

Analysis

The concerns raised through the public meeting regarding the privacy of the adjacent property and stormwater management on the subject property along the south property line can be addressed through the site plan control process. Specifically, a small retaining wall is being proposed to run along the south property line from the City’s sidewalk west to the door on the south side of the building. A privacy fence is being

proposed to run along the same line from the front corner of the building to the rear corner of the building. The owners of the adjacent property to the south will be consulted through the site plan control process.

The Ministry of Municipal Affairs and Housing (MMAH) delegated approval authority for Official Plan Amendments to the City effective January 1, 2016. This means that Council’s adoption of an Official Plan Amendment is not subject to further approval by MMAH, as was previously required. This does not, however, relieve the City from the requirement to consult with MMAH on proposed Official Plan Amendments and as such, MMAH was circulated through the statutory process required by the Planning Act and have advised that they have no concerns with the proposed Official Plan Amendment.

The property owner engaged the services of Glenn Tunnock from Tunnock Consulting Ltd. to prepare a planning justification report and draft the required amendments in support of the proposal. The planning justification report is attached as Appendix 01 and provides information regarding the application within the planning policy framework. I concur with Glenn Tunnock’s conclusion that the proposed Official Plan Amendment and Zoning By-law Amendment are: consistent with the Provincial Policy Statement (2014); do not conflict with the Northern Ontario Growth Plan; meet the general intent and purpose of the City of Temiskaming Shores Official Plan; and represent good planning. It is recommended that Council adopt the proposed Official Plan Amendment and Zoning By-law Amendment.

Financial / Staffing Implications

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

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

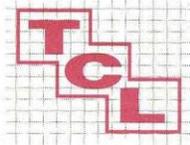
Staffing implications related to this matter are limited to normal administrative functions and duties.

Alternatives

No alternatives were considered.

Submission

Prepared by:	Reviewed and approved by:	Reviewed and submitted for Council’s consideration by:
“Original signed by”	“Original signed by”	“Original signed by”
_____	_____	_____
Jennifer Pye Planner	Kelly Conlin Director of Corporate Services (A)	Christopher W. Oslund City Manager



Tunnock Consulting Ltd.

P.O. Box 2032
57 Foster St.
Perth, ON, K7H 3M9

Tel: (613) 464-8805

Email: gtunnock@tunnockconsulting.ca

• community planning • building administration • adult education and training • municipal restructuring

File P-2794

May 9, 2016

Planning Report – Ecole Sacre Coeur – Institutional to Residential Conversion

Introduction

Ontario's Long-Term Affordable Housing Strategy recognizes deficiencies in meeting the shelter needs of low to moderate income Ontarians and to expand the opportunities and tools that municipalities require to ensure that affordable housing is available in all communities. Strong, resilient and healthy communities are based on accessible and affordable housing for families, seniors, indigenous and homeless people.

Temiskaming Shores recognized the need to plan for meeting the housing needs of the community as articulated in the introduction (Section 3.1) of the housing policies in the City's Official Plan:

"Housing is a fundamental requirement of any community. Housing types, densities, affordability, location and accessibility are all factors to consider in planning for a community's housing needs."

The Goal statement in the Plan (3.2) further describes the City's intent: "To provide for an appropriate range of housing types and densities which will meet the projected housing needs of the community."; while the objectives (3.3) enumerate some of the key components of the City's strategy for housing:

- To ensure that the targets for affordable housing are met.
- To facilitate measures for residential intensification.

The Official Plan (3.5) includes policies which establish targets for both affordable housing and residential intensification:

Affordability Targets

- 25-30% affordable housing
- 15-20% for residential intensification

Sections 3.6 and 3.7 provide detailed policies for affordable housing and residential intensification, respectively. Of particular significance is Section 3.6.7 which provides for the conversion of an institutional building as a means to provide for affordable housing: "Encouraging

the adaptive re-use of vacant commercial and institutional buildings.” Section 3.6.3 draws the link between affordable housing and residential intensification: “Facilitating residential intensification.” Section 3.7.4 – Residential Intensification, reiterates the intent to facilitate such conversions: “Conversion of or expansion of existing industrial, commercial and institutional buildings outside of employment areas.” The policy is interpreted to apply to Town Centres. Finally, the Official Plan targets the need to provide housing for special needs including seniors through section 3.8: “The City will engage the District of Timiskaming Social Services Administration Board (DTSSAB), post-secondary educational institutions, social service agencies, service clubs and other agencies in planning for and delivering housing for:

3. Seniors”

In summary, the policy framework of the City’s Official Plan is strongly supportive of projects for residential intensification and affordable housing. This Planning Report is intended to support an application for rezoning the former Ecole Sacre Coeur school at 100 Lakeshore Road as an adaptive re-use of an institutional building for a multiple residential purposes.

Ecole Sacre Coeur Conversion

Ecole Sacre Coeur which has outlived its usefulness as an elementary school is proposed to be converted to create 40 rental apartment units designed to address the need for accessible and affordable seniors housing in downtown New Liskeard. The conversion is a classic type of residential intensification and fully subscribes to the intent of the City’s Official Plan in helping to meet the targets for affordable housing, residential intensification and higher density housing. More specifically, the 40 residential units proposed constitute 13% of the target for residential intensification (i.e. 20% of 1,540 units ÷ 40 = 13%) and 2-9% of the affordable housing target of 30% of housing starts to 2031 depending on the option for arranging for affordable housing. The units will add to the supply of high density housing targeted at 15-20% of the total housing supply.

Location and Lot Description

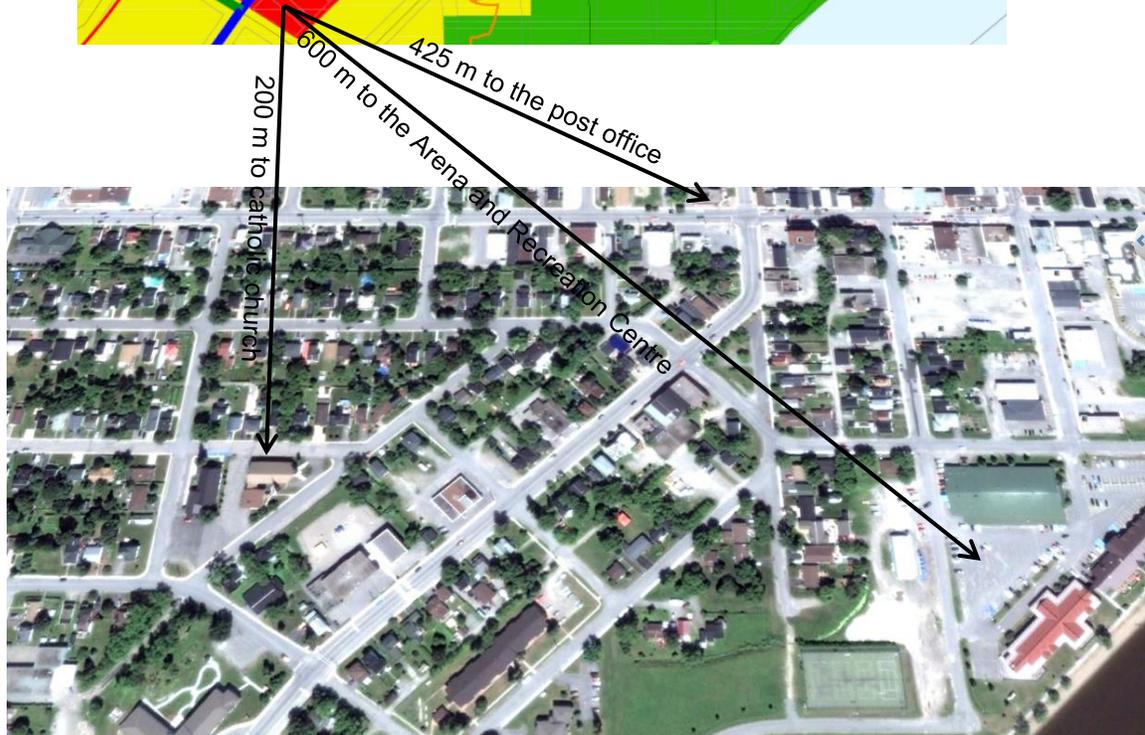
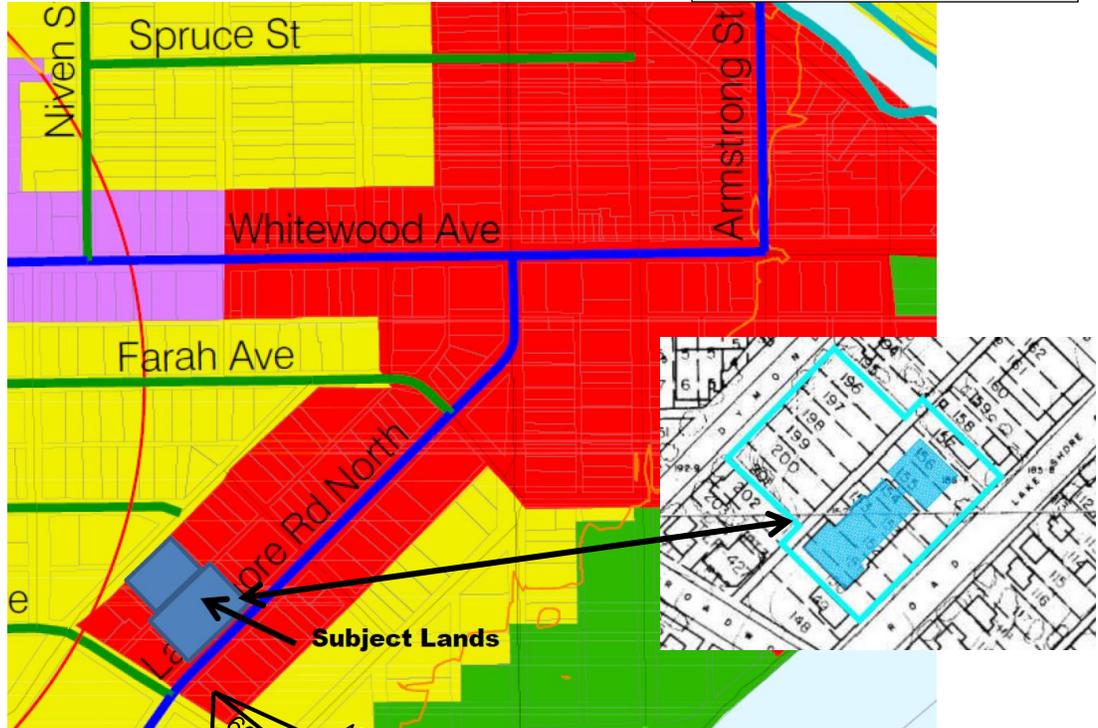
The former school site which is located on the northwest side of Lakeshore Drive immediately east of Broadwood Avenue occupies a property with a lot area of 0.49 ha [1.45 acre] and a lot frontage of 80.29 m [263.4 ft.] on Lakeshore Road. The property has a lot depth of 83.6 m [274.3 ft.] as it extends northerly from Lakeshore Road to Dymond Cres (see **Figure 1**). The school was built on an amalgam of 14 original lots in Plan M-29 (Lots 150-157 and 196-201) including an intervening lane.

The site is conveniently located close to downtown New Liskeard and to a number of community facilities within a 5 – 15 minute walking distance:



- 425 m to the post office
- 600 m to the Arena and Recreation Centre
- 200 m to the nearest catholic church
- 650 m to the waterfront

Figure 1 - Location



Proposal

The school was decommissioned by the school board in 2013 and purchased in 2016 by the applicant. The school was constructed as a two storey building with later additions of a gymnasium and a single storey classroom area (see photos).



Photo showing front elevation from Lakeshore Drive with gymnasium to left side.



Photo showing site access on north side adjacent to gymnasium



Photo showing north side of gymnasium and proposed site access to parking area



Photos showing rear side of property to be redeveloped as the parking area. Note proximity of catholic church to the north in bottom photo.



The proposed conversion of the 1,430.66 m² [15,400 ft.²] school building will create a multiple residential building with 40 residential one bedroom apartment units with a floor area that will vary from 37 m² [400 ft.²] to 60.3 m² [650 ft.²] per unit. Of the 40 units, six will be totally barrier free design. As indicated earlier the range of affordable units is to be finally determined but will be a minimum of 4. The proposed Floor Plans are attached as Appendix '1' to this report and the proposed site plan is attached as Appendix 2 to this report.

Parking will be provided to the rear of the building with 44 regular dimensioned parking spaces while an additional six (6) accessible or barrier-free parking spaces will be provided adjacent to the front entrance of the building with convenient barrier-free access to the building. The parking area will be designed to provide for a fire access route as well as a turnaround for fire department vehicles which meets the specifications of the *Ontario Building Code*. Provision will be made on the northeast side of the building for a temporary waste disposal facility on a concrete pad adjacent to the parking area, a facility which will include a recyclable component.

Access to Lakeshore Drive will be via two entrances. The north entrance will be slightly realigned with the new access to the north side of the building while the southern entrance will be reduced to 6 m in width and positioned to the north side of the existing entrance.

Surrounding land uses are a mix of commercial, residential and institutional land uses, although residential land uses may be said to prevail. The area to the north is a residential neighbourhood with a catholic church within 200 m of the proposed apartment building. To the east along Lakeshore Road there is a dwelling intervening between the (former) school and a commercial building. To the west land uses include abutting residential uses which front primarily onto Broadwood and further west, the Northdal Manor which is a large retirement home facility. To the south along Lakeshore Road between Broadwood Avenue and Farah Avenue, eight of the nine buildings are residential and all save one are two storey while the ninth building directly across from the north entrance to the subject lands is commercial and located within a converted residential building.

Municipal Services and Infrastructure

An engineering study was undertaken by Asfur Engineering (*May 6, 2016*) to assess the impact of the proposed redevelopment on municipal services and infrastructure (see Appendix 4). The study assessed the water and sewage flows and capacity and determined that there is sufficient capacity to accommodate the development and that the services connections as currently positioned on Lakeshore Road are adequate to service the development.

A fire hydrant is located immediately in front of the northeast corner of the building and despite the proposed realignment of the entrance driveway on the north side, the hydrant will not be affected.

The study also indicated that the entrances onto Lakeshore Road are appropriate; however the north entrance has to be adjusted slightly to better align with the proposed driveway access (aisle) around the north side of the building. This will facilitate access by fire and other emergency vehicles. The south entrance to Lakeshore Road was assessed as being too close to Broadwood Avenue to ensure for proper sight lines for vehicular access to the site and was recommended to be shortened in width to 6 m at the northern position of the entrance and to be closed except for emergency purposes. The subject lands are serviced by a sidewalk which passes along the frontage of the lot.

The study indicated that stormwater flows are expected to increase; however, retention of a pervious surface to the rear of the building will minimize any increased flow volumes. Best management practices will be applied at the design stage to ensure that stormwater is properly managed.

The conclusion of the report is that the proposed development will **not have a negative effect** on municipal services.

The subject lands are serviced with City Transit which passes in front of the building along Lakeshore Road with a bus stop within 100 m.

Official Plan

The subject lands are located in the Town Centre land use designation of the City's Official Plan as illustrated on Schedule 'C' to the Plan and further shown in **Figure 1** to this report. The Town Centre land use designation permits a variety of land uses in a mixed use setting as described in the following analysis.

I have reviewed the proposal for conformity with the City's Official Plan and am of the opinion that the proposal complies with the general spirit of the Plan with respect to the applicable policies of the Official Plan as listed below:

Official Plan Analysis		
Section	Summary of Policy	Comment on relationship to development proposal
1.3.6	To build a City with strong, distinctive and liveable Settlement Areas with a range of housing choices	Provides additional housing choice for seniors market
3.2	To provide for an appropriate range of housing types and densities which will meet the projected housing needs of the community.	Adds to the range and density of housing types
3.3, 3.5	To ensure that the targets for affordable housing are met. To facilitate measures for residential intensification. Target of 25-30% for affordable housing, 15-20% for residential intensification , and 15-20% high density in New Liskeard	Helps to meet targets for affordable housing, residential intensification and high density housing
3.6.3, 3.6.7	Facilitating residential intensification. Encouraging the adaptive re-use of vacant commercial and institutional buildings	Constitutes adaptive re-use as described
3.7.4	Conversion of or expansion of existing industrial, commercial and institutional buildings outside of employment areas.	Constitutes conversion of institutional building as described
3.7.8	Residential intensification shall consider the principles for urban design (see Section 4.9). Proposals for intensification should not cause unacceptable impacts on existing development. Consideration will be given to consistency in building height, building scale, housing densities, building setbacks, integration with the existing streetscape, traffic impacts, privacy in the use of adjacent properties, buffering, adequacy of infrastructure, off-street parking supply, availability of community facilities and preservation of heritage attributes	Existing building maintains height profile, setbacks and relationship to street. Does not alter building scale. Meets street access, parking requirements. Uses existing infrastructure and with no increases in traffic impacts. Conserves heritage values.
3.7.9	Site plan control (see Section 15.15) may be used for residential intensification projects	Application of site plan control to be determined
3.8.3	delivering housing for seniors	Helps accomplish policy for special needs housing for seniors
3.9	Subject to establishing the appropriateness of the land use , all forms of tenure will be permitted	Increases supply of rental units as permitted form of tenure
3.11	The Settlement Area of New Liskeard as shown on the Land Use Plan Schedules Land Use Schedules will be the focus of residential growth. (example)	Complies with location for growth
4.2	To design and develop safe, sustainable Settlement Areas	Location takes advantage of

Official Plan Analysis		
Section	Summary of Policy	Comment on relationship to development proposal
	which integrate the employment, housing and social needs of residents and businesses in a highly livable and functional urban environment.	access to community services and facilities thus enhancing aspects of a liveable and functional environment
4.3.1	To encourage mixed land use developments that place work, recreation opportunity and basic needs shopping closer to home	Introduces new residential development close to recreation and shopping areas. Adds to mix of land uses.
4.3.3	To provide for orderly, cost-efficient, compact and phased development	Adaptive re-use is compact and cost-efficient development
4.3.4, 4.4.4	To ensure that all development has appropriate and adequate municipal services (infrastructure) and public service facilities.	Takes advantage of existing municipal and public services (i.e. sewer, water, roads, transit, sidewalks, public services, utilities)
4.4.7	The intent of the Plan as a development principle is to promote residential intensification within the City's existing built-up area.	Achieves intent of policy within built-up area
4.8.1	New Liskeard's town centre is the City's primary commercial area with an extensive variety of commercial uses intermixed with public service and residential uses.	Reinforces current character of New Liskeard Town centre
4.8.2 (a) and (b)	<p>New Liskeard's town centre will be sustained as the City's primary commercial area, characterized as an area of mixed-use development dominated by a full range of retail, service commercial uses, financial, professional and personal service uses and upper storey commercial and residential uses</p> <p>Existing residential and other uses will also be permitted; however, new standalone residential uses will be discouraged.</p>	Policy recognizes mixed use character as the dominant make-up of the Town Centre. Residential uses are part of the mix of permitted land uses. Policies both acknowledge upper storey residential as desirable and discourage but not prohibit new standalone residential uses (see 4.8.5). Conversion stands to strengthen role and liveability of the Town Centre by adding to the consumer market for commercial and public services and introducing needed new multiple residential housing which is not being provided elsewhere
4.8.5	Adaptive re-use of buildings will be encouraged; however, New new street level residential uses will be permitted where supported by a planning justification study which addresses the urban design principles of this Plan (see Section	Particularly poignant in indicating more specifically where standalone residential is not permitted and to note

Official Plan Analysis		
Section	Summary of Policy	Comment on relationship to development proposal
	4.9 prohibited on Whitewood Avenue and Armstrong Street between the Post Office and the bridge.	that the list of streets does not include Lakeshore Drive
4.9.4 (g)	<p>Encourage the use of transit.</p>	Location of proposed apartment is on a transit route which provides added convenience for seniors with access to the downtown (within 600 m) and recreation facilities (within 650 m).
4.9.7 (d)	Maintain ing a consistent height and character profile for the height, density, massing and architectural style of buildings, notably for infill and intensification projects.	Accomplishes policy by maintaining existing height and architectural style
4.9.8 (a)	Ensure that the design of medium and high density residential uses is architecturally compatible with surrounding lower density housing (e.g. conserve privacy of adjacent back yards, avoid sun shadow, provide reasonable transition in building heights);	Retains street oriented height of 2 storeys consistent with height of adjacent residences. No impact on sun shadow on adjacent yards or privacy. Only one existing backyard may be affected
4.9.10 (a)	Incorporate barrier-free design for new development;	Barrier free design to be provided for parking and units per requirements of OBC
4.9.10 (c)	Ensure the street network accommodates all intended users (e.g. automobiles, public transit, emergency vehicles, pedestrians, persons with disabilities a variety of abilities, motorized mobility aids and cyclists) to ensure that they can interact and move safely ;	Lakeshore has design capacity for projected traffic generation. Existing sidewalks provide for pedestrian traffic. Redevelopment to provide for emergency vehicle access.
4.9.11 (a) (b)	<p>a. Provide barrier-free access from buildings to sidewalks through dedicated pathways or sidewalks;</p> <p>b. Locate parking areas in close proximity to building entrances. However, parking areas shall generally be located to the side or rear of buildings;</p> <p>1. Provide clearly defined access routes and signage for designated fire routes</p>	Site design to reflect all design requirements
5.1	All development applications will be evaluated to determine	Capacity confirmed in

Official Plan Analysis		
Section	Summary of Policy	Comment on relationship to development proposal
	whether the City water, wastewater and storm water services adequate servicing capacity to support the proposed development	engineering report as adequate for conversion (40 residential units)
5.9, 5.10	All development applications will be evaluated to determine whether the public service facilities are or will be capable of supporting the proposed development at acceptable levels of service, notably schools, health care facilities and emergency services.	No impacts on schools. Adequate capacity available in health care and emergency services. Estimated fire response time 2-3 minutes given location of fire station within 500 m. Fire hydrant at northeast bend of property within 40 m of front entrance. Paramedic response within 5-7 minutes.
5.13.3	New development, whether it is commercial, residential, industrial or institutional, will be required to meet basic accessibility requirements such as accessible entrances and exits, barrier-free parking spaces and elevators for multiple-level buildings.	Design to provide for barrier free access to building from parking area and street as well as to provide up to 6 barrier free parking spaces.
8.4.13	<p><u>1. Planning, encouraging and facilitating the integration of active travel systems including:</u></p> <p><u>a. Safe routes to school, public facilities and services, retail areas, workplaces, places of worship and recreation and cultural areas;</u></p> <p><u>b. Providing infrastructure to support active travel (e.g. sidewalks, off-street trails, dedicated bikeways, bicycle parking facilities, pedestrian crosswalks and transit shelters);</u></p> <p><u>Provision of public transit services and facilities that accommodate pedestrians, cyclists and people with disabilities.</u></p>	Healthy communities concept supported by safe access to downtown using existing sidewalks, and connectivity through signalized intersection at Broadwood providing safe access across to waterfront; also available transit (see 4.9.4 (g))

The proposed development of the 40 unit seniors residential apartment building provides for the adaptive re-use of an existing longstanding building which has historically been integrated into the surrounding residential neighbourhood and the height and scale of development along Lakeshore Road. The building site is fully serviced with municipal services with no improvements required to those services or other municipal infrastructure. Future residents will enjoy immediate walking and public transit access to the downtown and public facilities and other community facilities which are close at hand.

An official plan amendment is not required to support the proposed development for the following reasons:

1. The Plan provides for a mix of residential uses in Town Centres including residential uses; hence there is no requirement to change the land use designation.
2. The location of new residential uses as standalone uses, while discouraged in a Town Centre, is not prohibited on Lakeshore Drive as it is on Whitewood and Armstrong Streets. Consequently, the focus of the Plan is to encourage a build-up of commercial uses along Whitewood and Armstrong as the primary main street of the community.
3. The Plan strongly supports the conversion or adaptive re-use of buildings as part of the strategy for residential intensification. Residential intensification is specifically permitted in Town Centres. Residential intensification will provide for an addition to the range and density of housing that is not being met elsewhere in the community and will help the City to achieve existing targets for affordable housing, residential intensification and high density development. Some 25% of the units could be filled based on current waiting lists. Residential intensification is particularly beneficial in the location proposed because of the proximity and convenience of access to community services and shopping that is appropriate for an older aged cohort. There is no requirement to amend the Plan to achieve keystone housing policies.
4. The proposal meets all of the relevant community design policies without the need for an amendment. The building is a longstanding existing use and the conversion does not require any significant site alterations interior or exterior that warrant an official plan amendment.
5. There are no requirements to add new or modify existing infrastructure requirements and public use facilities to service the development that warrant a change to the Official Plan.
6. The redevelopment is consistent with the Provincial Policy Statement with respect to encouraging redevelopment which takes advantage of existing infrastructure (PPS 1.6.3.); which supports healthy, liveable and safe communities through providing affordable housing and housing for older persons (1.1.1 (b)); which improves access for older persons by removing barriers which restrict their full participation in society (1.1.1 (f)); which adds to the vitality of the settlement area (1.1.3) where regeneration shall be promoted (1.1.2.1); where development is transit-supported (1.1.3.2); in a location which is appropriate and promotes intensification and redevelopment (1.1.3.3); which facilitates compact form (1.1.3.4); which helps to provide housing which is affordable to low and moderate income households (1.4.3 (a)); and, which enhances the vitality and viability of downtowns (1.7.1 (c)). Given the consistency with the PPS, there is no need for an official plan amendment to calibrate the proposed redevelopment to being consistent with the PPS.
7. In summary, an Official Plan amendment is not warranted for the sake of a site specific notwithstanding clause for policy 4.8.2 (b) of the Plan when the development so

appropriately meets all of the development criteria of the plan and most importantly meets the housing policies. There are no extraordinary requirements of the redevelopment that cannot otherwise be addressed through a zoning by-law amendment and, if necessary, through site plan control.

Zoning By-law

The subject lands are located within the Institutional (S1) Zone as set out in By-law 2233 of the former Town of New Liskeard, now part of the City of Temiskaming Shores (as per Schedule A to the By-law). The S1 Zone does not include an apartment building as a permitted use; hence the requirement to rezone the property.

The Apartment Residential Zone (R4) is the appropriate zone to be applied to the property since Section 8 (1) (a) permits an apartment building which is defined to include a dwelling house with 5 or more separate dwelling units and may include a senior citizen's apartment. As indicated, the apartment is being designed with 40 units with the marketing focused on seniors or older persons.

I have reviewed the Apartment Residential R4 Zone requirements and have the following comments with respect to the compliance or otherwise:

- Complies with the minimum lot area of 1,100 m² (i.e. 4,900 m²)
- Complies with minimum lot frontage of 30 m (i.e. 80.29 m)
- Only one dwelling is permitted per lot – therefore complies
- Maximum lot coverage permitted is 30%. Actual coverage is 21.9% - therefore complies
- Complies with the Front Yard setback is 7.5 m with an actual setback of 11 m
- Complies with the Rear Yard setback of 7.5 m with an actual setback of 48 m±
- Side yard requirement is 3.5 m vs. an actual 2.92 on the south side and 10.4 on the north side; hence the south side interior side yard is deficient by 0.58 m
- Complies with maximum building height of 12 m (i.e. height is actually 7.3 m)
- Building separation – N/A
- Play Facilities – N/A for a senior's Apartment
- Landscaped Area of 40% (see below)
- Parking spaces comply with street line setbacks of 1.5 m (i.e. 9 m actual) and property line setbacks
- Parking Spaces: complies with the requirement of 1.25 spaces per residential spaces. Six (6) spaces are designated as accessible or barrier-free spaces
- Apartment Dwelling Area (see below)

Apartment Dwelling Area

The Zoning by-law requires a minimum of 60 m²/1 bedroom apartment unit. Of the 40 units proposed, 8 exceed the minimum floor area while the balance vary between 37.16 m² and 57.6 m². All of the proposed units meet the minimum floor area standards set out in the *Ontario*

Building Code. Despite the OBC, we have reviewed all of the City municipalities in northern Ontario with respect to minimum floor areas for residential units and note that none of the major cities have any floor area standards in their zoning by-laws. The exception is the City of Kenora which requires a minimum floor area for a one bedroom of 37 m². As indicated, all of the units exceed this minimum standard. All of the units are self-contained with a kitchen, bedroom and living area that ensures they are fully functional for their intended occupancy. To this extent the proposed apartment building provides appropriate residential living accommodation for varied needs. The zoning by-law amendment should be tailored to reflect a lower standard for a minimum floor area to enable the conversion to provide for a variety of floor areas designed to meet the needs for single or double occupancy habitation.

Landscaped Open Space

The landscaped open space area proposed is approximately 30% of the total lot area or 10% less than the required standard. The landscaped area proposed includes a quiet area to the rear of the building with a gazebo and suitable in size as a gathering area for a picnic area. The landscaped area includes proposed improvements to the front of the building that are designed to offset and improve the current architectural impact of a large gymnasium blank wall. The landscaping also preserves a peripheral knoll along the rear property line. The proposed landscaping will introduce a green component to the building which is currently missing and the aesthetic enhancement is considered to be reasonable given that the balance of the land area is required to accommodate parking, vehicular and fire vehicle access.

A draft by-law is attached as Appendix 3 to this report.

Summary

I have reviewed the proposed conversion or adaptive reuse of a former elementary school to a 40 unit residential building. I am satisfied that the proposal complies with the relevant policies and intent of the official plan without the need for an official plan amendment. I am also of the opinion that the proposed development is consistent with the Provincial Policy Statement. The proposed redevelopment complies with virtually all of the zoning standards or regulations of By-law 2233 of the former Town of New Liskeard and the exceptions do not detract from appropriate development as a residential apartment building suited to older persons. The change of land use of the building can be achieved with no negative impact or additional requirements for municipal services or infrastructure.

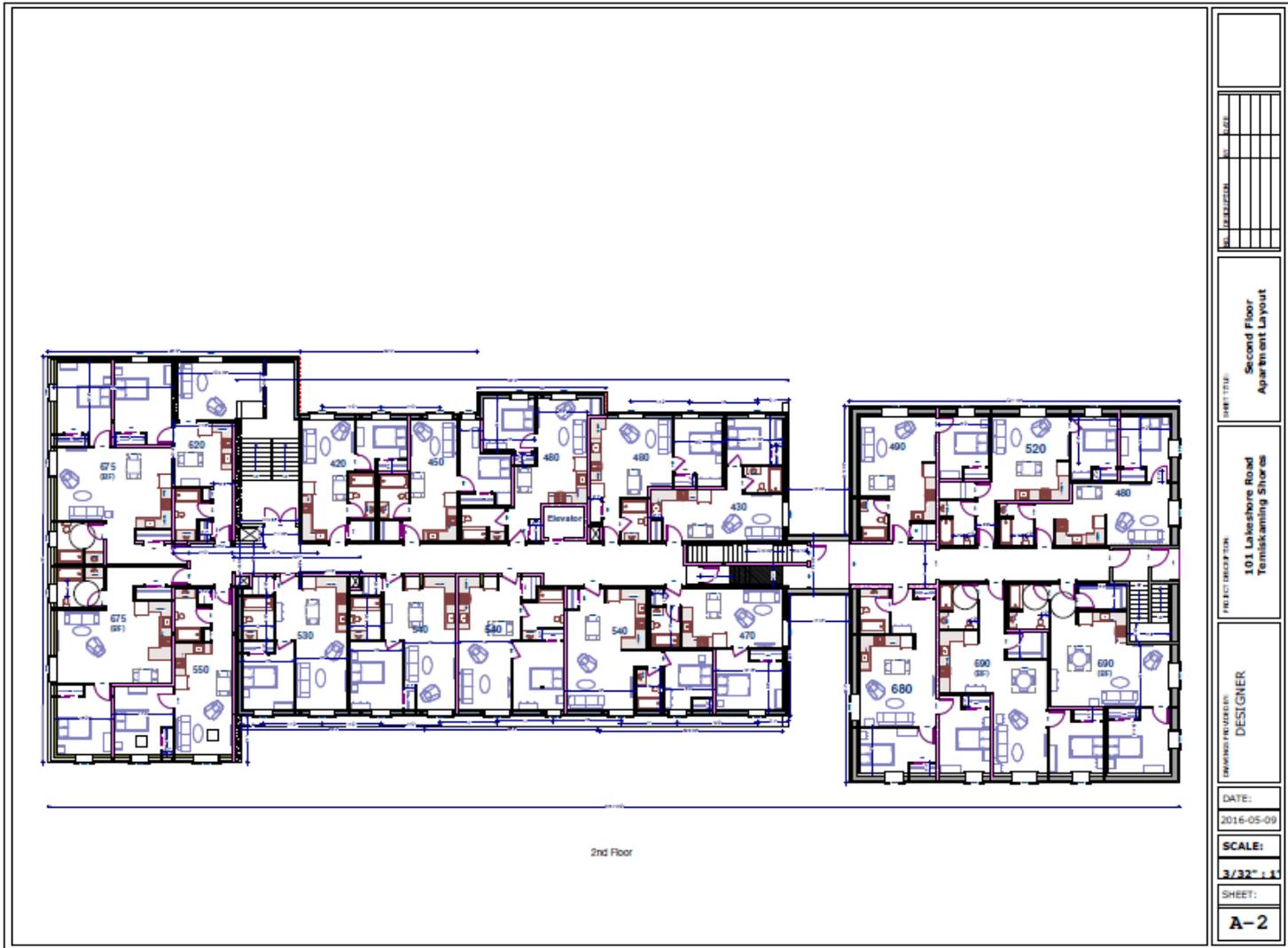
In considering the above matters, I believe that the proposed redevelopment constitutes good land use planning and I recommend that the City approve the redevelopment in accordance with the draft zoning by-law amendment attached to this report.

Respectfully submitted,

A handwritten signature in black ink, reading "Glenn Tunnock". The signature is written in a cursive style with a large initial "G" and a long, sweeping underline that extends to the left.

Glenn Tunnock, MPA, RPP

Appendix 1 – Floors Plans



Appendix 2 – Site Plan

Appendix 3 – Draft Zoning By-law Amendment

The Corporation of the City of Temiskaming Shores

By-law No. 2014 –

**Being a Bylaw to enact a Zoning By-law
Amendment to Rezone Property from Institutional (S1)
To Apartment Residential – Exception ___(R4-E___)
100 Lakeshore Road
Roll No. 54-18-010-006-0320000000**

Whereas pursuant to the provisions of the *Planning Act, Section 34*, the Council of a municipality may enact by-laws to authorize the use of land, buildings or structures for any purpose set out therein that is otherwise prohibited;

And whereas By-law 2233 regulates the use of land and the use and erection of buildings and structures within the former Town of New Liskeard, now in the City of Temiskaming Shores;

And whereas an application has been filed to rezone lands occupied by the former Ecole Sacre Couer at 100 Lakeshore Road from the Institutional (S1) Zone to the Apartment Residential – Exception ___ (R4-E___) Zone to permit the conversion of the school to a 40 unit residential apartment building and to grant other exceptions.

And whereas at its regular meeting held on _____, 2016, Council acknowledged receipt of Administrative Report _____ and adopted a recommendation authorizing the preparation of the necessary by-law to amend By-law No. 2233 of the former Town of New Liskeard;

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

1. That By-law 2233, as amended, be further amended as follows:

Schedule changes

- a) Schedule “A” of By-law No. 2233, as amended, is hereby further amended by rezoning 100 Lakeshore Road, legally described as Lots 150-157 and 196-201, Plan M-29, N.B. and Parcel 1150, N.N.D., as shown of Schedule “1” to this By-law from the Institutional (S1) Zone to the Apartment Residential – Exception ___(R4-E___) Zone.

Text Changes

(1) Zone Provisions for the R4-E___ Zone

No person shall within any R4-E___ zone use any lot or erect, alter or use any building or structure except in accordance with Section 8 (2) and Section 3 of Zoning By-law 2233, unless otherwise provided herein:

- a) Building Setback, South Side (minima) - 2.9 m
- b) Apartment Dwelling Unit Area (minima) - 37 m²
- c) Landscaping Area (minimum) - 30%

- d) Parking Spaces: that six (6) of the required 50 parking spaces shall be dedicated as accessible or barrier-free parking spaces and such spaces shall be dimensioned as 4.5 m by 6.0 m.
- e) Play Facilities, Play Facility Area and Play Facility Location for Apartment Buildings: that the provisions shall not apply.

- 2. That all other provisions of By-law No. 2233 shall continue to apply.
- 3. That the passing of this by-law shall be subject to the provisions of the *Planning Act*.
- 4. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-law and Schedule as may be deemed to be 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 ____ day of _____, 2016

Mayor

Clerk

Schedule "1" to By-law No. _____



Lands rezoned from Institutional (S1) Zone to
Apartment Residential – Exception __ (R4-E__) Zone

Appendix 4 – Engineering Report



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

**OFFICIAL PLAN AMENDMENT APPLICATION
Under Section 22 of the Planning Act**

Application Fee: \$1,000 + \$100 advertising fee + 13% HST = \$1,243.00

Combined Official Plan Amendment and Zoning By-Law Amendment Fee:
\$1,500 + \$100 advertising fee + 13% HST = \$1,808.00

Please read before completing this application:

This application reflects the mandatory information that is prescribed in the Schedules to Ontario Regulation 543/06 made under the Planning Act, RSO, 1990, as amended. In addition to completing this form, the Applicant will be required to submit the appropriate fee, a detailed site plan and any additional information or studies that may be necessary to assess the proposal.

Failure to submit the required information will delay the consideration of this Application. An application which is not considered complete under the Planning Act is not subject to the timelines of the Act. **Applicants are encouraged to consult with the Municipality prior to completing the application.**

Please Print and Complete or (✓) Appropriate Box(es)

OFFICE USE ONLY

File No.: OPA-2016-01
Date Received: May 16, 2016
Roll No.: 5418-010-006-032.00

1. Owner Information

Name of Owner: Mike DaSilva
Mailing Address: P.O. Box 160, Cobalt, Ontario, POJ 1R0
Email Address: bnscomnergas@outlook.com Phone: 705 672-3307

If there is more than one registered owner, please provide information below:

Name of Owner: _____
Mailing Address: _____
Email Address: _____ Phone: _____

2. Agent Information (if applicable):

Name of Agent: Glenn Tunnock, Tunnock Consulting Ltd
Mailing Address: P.O. Box 2032, 57 Foster Street, PERTH ON, K7H 3M9
Email Address: gtunnock@tunnockconsulting.ca Phone: 613 464-8805

3. Please specify to whom all communications should be sent:

Owner Agent

Names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

4. Location of the Subject Land

Dymond New Liskeard Haileybury

Municipal Address 100 Lakeshore Road
Legal Description Lots 150-157 and 196-201, Plan M-29, N.B. and Parcel 1150, N.N.D.,

Date the subject land was acquired but the current owner: 2016

5. Property Information

Lot Area: 0.49 ha
Road Frontage: 80.29 m
Water Frontage: _____
Lot Depth: 83.6 m
Lot Width 80.29 m

Existing use(s) of the subject land (check all that apply):

- Residential Commercial Industrial
 Institutional Agricultural Vacant
 Mixed Use (specify): _____
 Other (specify): Vacant Institutional, former elementary school: Ecole Sacre Coeur

Length of time the existing uses of the subject land have continued: 40 years ±

Existing uses of abutting properties:

North: Residential East: Residential and Commercial
South: Residential and Commercial West: Residential

6. Property Access

a. Type of access to the property

- Provincial Highway
 Municipal Road, maintained all year
 Municipal Road, maintained seasonally
 Private Road
 Right-of-Way
 Water Access
 Other (specify): _____

b. If access is by water, describe the docking and parking facilities used and the approximate distance to these facilities from the subject land and the nearest public road:

7. Property Servicing

a. What type of water supply is existing / proposed for the subject land?

- Publicly owned and operated piped water supply (City water)
- Privately owned and operated piped water system (communal)
- Drilled well
- Lake or other water body
- Water service not proposed
- Other (specify): _____

b. What type of sewage disposal is existing / proposed for the subject land?

- Publicly owned and operated sanitary sewage system (City sewer)
- Privately owned and operated individual septic system
- Privately owned and operated communal septic system
- Privy
- Sewage disposal service not proposed
- Other (specify): _____

If privately owned and operated individual or communal septic systems are proposed, and where development will produce more than 4,500 litres of effluent per day, applicants are required to submit a servicing options report and a hydrogeological report prepared by a qualified professional:

- Title and date of servicing options report: _____
- Title and date of hydrogeological report: _____

c. How is storm drainage provided?

- Storm sewer
- Ditches
- Swales
- Other (specify): _____

8. Planning Information

Current Official Plan Designation(s): Town Centre

Explain how the application conforms to the Official Plan: _____

See Tunnock Consulting Ltd. Planning Report, May 9, 2016

Institutional (S1) Zone
Current Zoning: _____

8. Planning Information

Current Official Plan designation(s): Town Centre

Land uses authorized by the current designation:

New Liskeard's town centre will be sustained as the City's primary commercial area, characterized as an area of mixed-use development dominated by a full range of retail, service commercial uses, financial, professional and personal service uses and upper storey commercial and residential uses. Large format retail stores will be strongly encouraged to locate in the town.

What is the purpose of the requested amendment?

To permit residential intensification through the conversion of a former elementary school to a standalone residential apartment building in the Town Centre of New Liskeard.

Does the requested amendment change, replace, or delete a policy in the Official Plan?

Yes No

If yes, which policy is being changed, replaced or deleted?

4.8.2 (b): Change policy to read: "Notwithstanding Section 4.8.2 (b), the conversion of a school at 100 Lakeshore Road shall be permitted for the purposes of a standalone residential apartment building which may house up to 40 residential units.

Does the requested amendment add a policy to the Official Plan?

Yes No

If a policy in the Official Plan is being changed, replaced or deleted or if a policy is being added, provide the text of the requested amendment (attach separate sheet if required)

Does the requested amendment change or replace a designation in the Official Plan?

Yes No

If yes, which designation is being changed or replaced?

What land uses would the requested Official Plan Amendment authorize?

Modify the policies to permit standalone residential apartment building at 100 Lakeshore Road.

If the requested amendment changes or replaces a schedule in the Official Plan, provide the requested schedule and text that accompanies it (attach separate sheet):

N/A

Current Zoning: Institutional (S1) Zone

Requested Zoning: Apartment Residential Exception (R4-E) to recognize exceptions to zone standards for existing reduced interior side yard – south side, reduced floor area and reduced landscaping

Reason why rezoning is being requested: See Planning Report

Does this application propose to change the boundary of a settlement area?

Yes No

If the requested amendment alters all or any part of the boundary of an area of settlement in the municipality or establishes a new area of settlement in a municipality, the current Official Plan Policies, if any, dealing with the alteration or establishment of an area of settlement.

Will this application remove land from a designated employment area?

Yes No

If the requested amendment removes the subject land from an area of employment, the current Official Plan Policies, if any, dealing with the removal of land from an area of employment.

9. Proposed use of property

Proposed use(s) of the subject land (Check all that apply):

- Residential Commercial Industrial
 Institutional Agricultural Vacant
 Mixed Use (Please state): _____
 Other (Please state): 40 unit residential apartment building

List all existing and proposed buildings and structures to be constructed on the property by completing the following table (attach separate sheet if necessary):

EXISTING AND PROPOSED	Building or Structure # 1	Building or Structure # 2	Building or Structure # 3	Building or Structure # 4	Building or Structure # 5
Type or use of building or structure	Former elementary school				
Height (m)	7.3 m				
Setback from front lot line (m)	11 m				
Setback from rear lot line (m)	48 m				
Setback from side lot line one side (m)	2.92 m – south side				
Setback from side lot line - other side (m)	10.4 m – north side				
Setback from shoreline (m)					
Dimensions (m) or floor area (m ²)	1,430 m ²				
Year constructed	c. 1976				
Proposed date of construction	Conversion construction immediate				

Are any of the following uses or features on the subject land or within 500 m of the subject land, unless otherwise specified? Please check all that apply.

Use or Feature	On the Subject Land	Within 500 metres of Subject Land (indicate approximate distance)
An agricultural operation including livestock or stockyard	<input type="checkbox"/>	<input type="checkbox"/>
A landfill	<input type="checkbox"/>	<input type="checkbox"/>
A sewage treatment plant or waste stabilization plant	<input type="checkbox"/>	<input type="checkbox"/>
A provincially significant wetland (Class 1, 2 or 3 wetland)	<input type="checkbox"/>	<input type="checkbox"/>
A provincially significant wetland within 120 metres of the subject land	<input type="checkbox"/>	<input type="checkbox"/>
A waterbody, watercourse, river, or stream	<input type="checkbox"/>	<input type="checkbox"/>
A rehabilitated mine site	<input type="checkbox"/>	<input type="checkbox"/>
A non-operating mine site within 1 kilometre of the subject land	<input type="checkbox"/>	<input type="checkbox"/>
An active mine site, gravel pit or quarry	<input type="checkbox"/>	<input type="checkbox"/>
An industrial or commercial use (if so, specify use)	<input type="checkbox"/>	<input type="checkbox"/>
An active railway line	<input type="checkbox"/>	<input type="checkbox"/>
Utility corridors	<input type="checkbox"/>	<input type="checkbox"/>
Provincial Highway	N/A	<input checked="" type="checkbox"/>

10. Previous Applications

Has the subject land ever been the subject of an application under the Act for approval of a plan of subdivision or for a consent?

Yes No Unknown

If yes:

File No.: _____ Status: _____

Has the subject land ever been the subject of an application for approval of a previous Official Plan or Zoning amendment?

Yes No Unknown

If yes:

File No.: _____ Status: _____

Has the subject land ever been the subject of a Zoning By-law Amendment application under Section 34 of the Planning Act?

Yes No

If yes, explain the purpose and effect of the application:

11. Concurrent Applications

Is the subject land or any land within 120 m of the subject land subject of any other planning applications (plan of subdivision, consent, minor variance, zoning by-law amendment, site plan control) at this time?

Yes No

If yes, indicate the type of application and file number (attach separate sheet if necessary):

	Application # 1 Zoning	Application # 2	Any land within 120 m of the subject land:
File Number	To be assigned		
Name of approval authority	Temiskaming Shores		
Land affected by application	Same		
Purpose of application	Same (see Planning Report)		
Status	Concurrent		
Effect on requested amendment	Implements OPA		

12. Provincial Policies

Is the request consistent with policy statements issued under subsection 3(1) of the Planning Act?

Yes No

Consistent with PPS (see Planning Report)

Is the subject land within an area of land designated under any provincial plan or plans?

Yes No

If yes, does the request conform to, or not conflict with, the applicable provincial plan or plans?

Growth Plan for Northern Ontario, 2011: conforms with plan

13. Additional Studies or Information

Additional studies or information may be required by the Municipality to support the application. The application may not be considered a complete application unless these studies have been completed. Applicants are advised to pre-consult with the Municipality to determine what additional studies or information is required.

List of additional studies or information required by the Municipality (to be provided by the Municipality):

- 1. Needs Assessment Report , Asfur Engineering, May 6, 2016
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____

14. Sketch

The application shall be accompanied by a site plan showing the following:

- The boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained;
- The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.
- The approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that:
 - Are located on the subject land and on land that is adjacent to it, and
 - In the applicant's opinion, may affect the application
- The current uses of land adjacent to the subject land (E.g.: residential, agricultural, commercial, etc.);
- The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- If access to the subject land will be by water only, the location of the parking and boat docking facilities to be used;
- The location and nature of any easement affecting the subject land.

Site Plan is appended to the Planning Report and includes information as requested above.

Declaration of Applicant

TO BE COMPLETED IN THE PRESENCE OF A COMMISSIONER FOR TAKING AFFIDAVITS

I, Mike DaSilva of the City of Temiskaming Shores
in the District of Timiskaming make oath and say (or solemnly
declare) that the information contained in this application is true and that the information contained in the
documents that accompany this application is true and I make this solemn declaration conscientiously knowing
that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Sworn (or declared) before me

at the City of Temiskaming Shores
in the District of Timiskaming
this 13th day of May, 2016



Signature of Applicant



A Commissioner for Taking Affidavits

**Jennifer Lynn Pye, a Commissioner,
etc., Province of Ontario, for the
Corporation of the City of Temiskaming
Shores. Expires June 26, 2018.**

Proposed Redevelopment of Property at 101 Lakeshore Road N New Liskeard, Ontario

Needs Assessment Report

1. Background Information

1.1. General

Mike DaSilva (the proponent) is proposing to redevelop the property at 101 Lakeshore Road N, New Liskeard, into an apartment building.

Asfur Engineering has been retained to provide professional engineering services for assessing the sanitary sewer, water supply and storm sewer system as well as entrance sight line analysis, and to provide recommendations for problem resolution.

1.2. Project Contacts

Proponent: Mike DaSilva
PO Box 160
North Cobalt, Ontario POJ 1RO
bnscomergas@outlook.com

Design Engineer: Hani S. Asfur, Ph.D., P.Eng.
Asfur Engineering
313 Niagara Blvd. Fort Erie, Ontario L2A 3H1
hani.asfur@asfurengineering.com

1.3. Authorisation Required

For this project it is anticipated that the following approval/authorisation will be required:

City of Temiskeming Shores

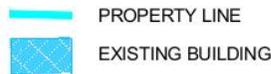
1.4. Project Location

The project is located at 101 Lakeshore Road N, New Liskeard between Broadwood and Edgewood Avenues as shown on Figure 1.

The intersection of Lakeshore Road N with Broadwood Avenue is controlled by pedestrian traffic light along lakeshore Road and stop signs on Broadwood Ave,

The intersection of Lakeshore Rd with Edgewood Avenue is controlled by stop signs on Edgewood Avenue with no control on Lakeshore Road.

Figure 1: Project Location



2. Existing Conditions

2.1. Sanitary Sewer

The sanitary sewer runs from south to north and is located along the centre of the carriageway. It is Ø 200 mm with maintenance holes (manholes) before and after the property.

The sanitary service connection is Ø 150 mm.

The existing fixtures in the building and their corresponding fixture units are presented in Table 1.

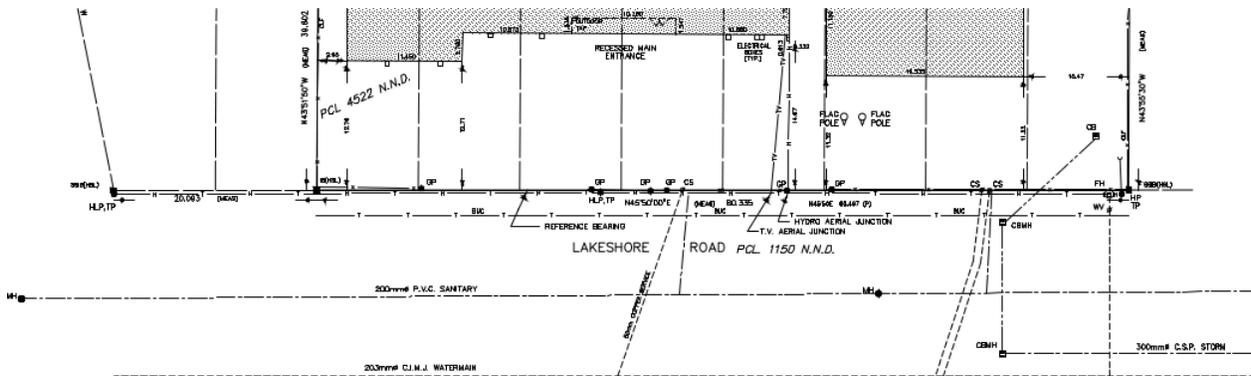
The municipal services are shown on Figure 2.

Table 1: Existing Fixtures and Hydraulic Loading

Fixture	Quantity	Hydraulic Load, Fixture Units	Total Fixture Units
Water Closet	17	4	68
Urinals	6	1.5	9
Kitchen Sink	5	1.25	6.25
Floor Drains	3	3	9
Slop Sink	2	4	8
Lavatory	13	1.25	28.75
Water Fountain	5	0.5	2.5
Shower Drain	1	2	2
Total			133.5

The maximum probable drainage rate for 133.5 fixture units is 61 gpm which is equivalent to 4.6 L/s.

Figure 2: Existing Municipal Services



2.2. Water Supply

The water main is Ø 200 mm and runs along the eastern side of the carriageway.

There are three water supply service connections to the property: one active and two inactive. The active service connection is Ø 38 mm.

The maximum probable water demand rate is considered to be equal to the maximum probable drainage rate, i.e., 4.6 L/s.

2.3. Storm Sewer

The storm sewer is located near the eastern edge of the carriageway and it commences from a catch basin on the eastern edge of the carriageway. It is Ø 300 mm and flows northwards. A second catch basin on the western side of the carriageway discharges into the eastern carriageway catch basin.

The building has a flat roof. the roof drains from the original building discharges through a \varnothing 150 mm pipe into the carriageway's western catch basin. The roof drains from the addition discharge through a second \varnothing 150 mm pipe into a catch basin at the north-eastern part of the property

The surface runoff from the grounds runs either directly onto the carriageway or to the catch basin located in the north-eastern part of the property.

The grounds catch basin discharges into the carriageway's western catch basin.

2.4. Existing Entrances

The property is surrounded by a chain-link fence with three openings along Lakeshore Road N. Two entrances are vehicular and located near the north (4.43 m wide, Plate 1) and south (10.38 m wide, Plate 2) limits of the property. The third entrance is a pedestrian one which is 1.62 m wide. Figure 3 shows the existing entrances. The posted speed limit for Lakeshore Road N near the property is 40 km/h.

Plate 1: Existing North Entrance



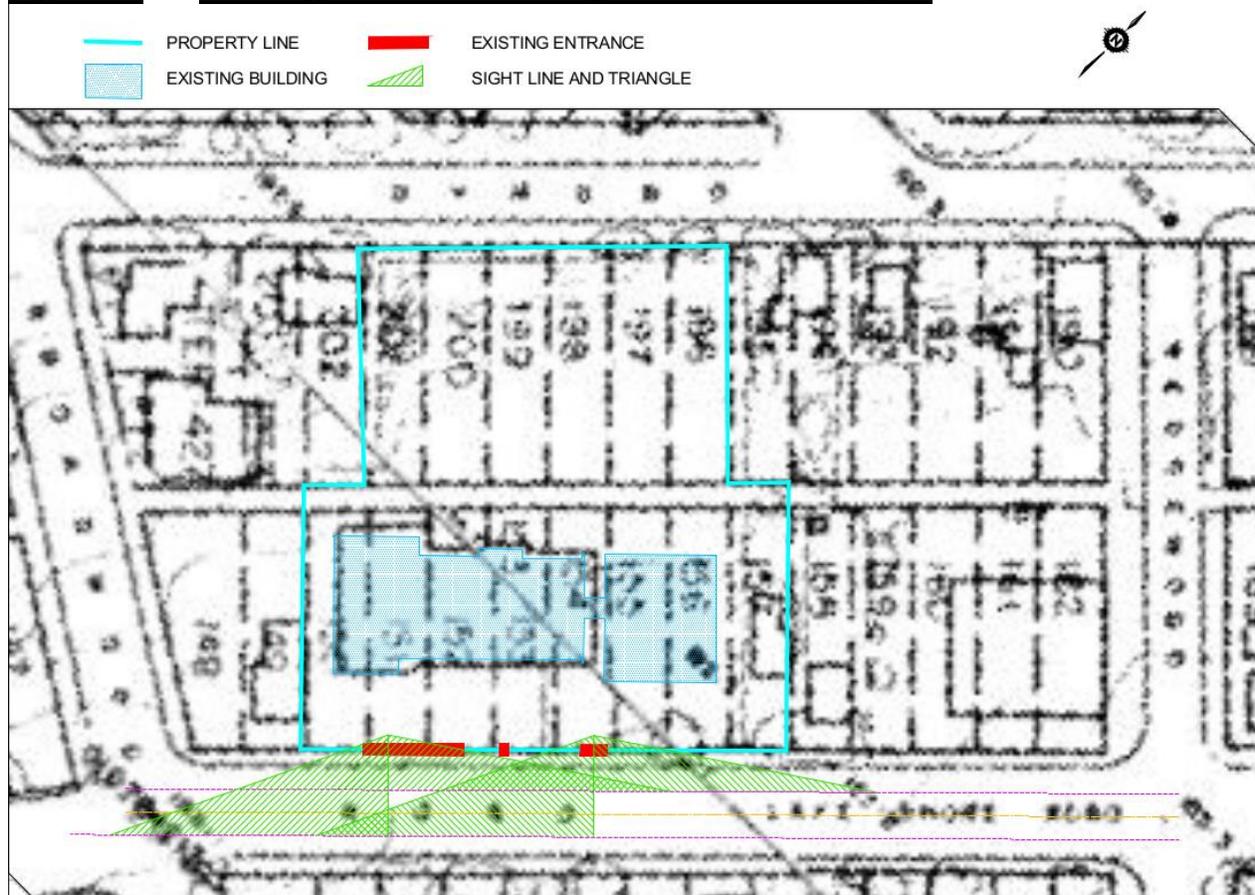
Table E3-1 of the Geometric Design Standards for Ontario Highways gives the minimum stopping sight distance (SSD) for the 40 km/hr speed limit to be 45 m. The position of the driver existing the entrance is considered to be a point 3 m away from the edge of the roadway. The average number of vehicles per day is not a factor at this posted speed limit.

The constructed sight distance triangles for the south and north entrances are shown on Figure 3.

Plate 2: Existing South Entrance



Figure 3: Existing Entrances and Sight Distance Triangles



It can be noticed that the sight distance triangle for left turn movement (heading north) from the south entrance extends to the centre of the intersection of Broadwood Avenue with

Lakeshore Road N.

3. Conditions under Proposed Redevelopment

3.1. Sanitary Components

The proposed redevelopment is 40 apartment units. The future fixtures in the building after redevelopment and their corresponding fixture units are presented in Table 2.

Table 2: Future Fixtures and Hydraulic Loading

Fixture	Quantity	Hydraulic Load, Fixture Units	Total Fixture Units
Water Closet	2	4	8
Bathroom Group	40	6	240
Kitchen Sink	40	1.25	50
Floor Drain	1	3	3
Lavatory	2	1.25	2.5
Laundry Sink	1	1.5	1.5
Laundry Washer	6	1.5	9
Total			314

The maximum probable drainage rate for 314 fixture units is 91 gpm which is equivalent to 6.9 L/s.

The existing service connection is Ø 150 mm which can accommodate, at a hydraulic gradient of 0.5%, a flow of 10.8 L/s when flowing full and 5.4 L/s when flowing half full.

3.2. Water Supply Component

The total number of fixture units under the proposed redevelopment is 314.

Table A-7.6.1.1.(1) of the Appendix of the Building Code stipulates that for this number of fixture units a Ø 50 mm water service connection would be needed to provide the required flow rate under a pressure range of 200 to 310 kPa to the farthest point in the building of about 55 m.

The existing connection is only Ø 38 mm and needs to be replaced by a Ø 50 mm water service connection.

3.3. Stormwater Component

The stormwater runoff pattern will remain the same as the existing pattern. However, the runoff rate and volume will most probably decrease due to a decrease in the impermeable area resulting from reduced front parking lot. The back parking lot and driveways will not be paved. Changes in runoff rate will be mitigated during the detailed site services design.

3.4. Entrances Component

It is anticipated that the existing playground at the back of the building will be converted into a parking lot. Although this area may be accessed from Dymond Crescent, the large difference in elevation (see Plate 3) precludes the provision of an entrance from this road.

Plate 3: Existing Playground



The northern face of the building is setback from the northern property line by 10.47 m. It is proposed to place a 6.0 m wide driveway within this space to access the proposed back parking lot.

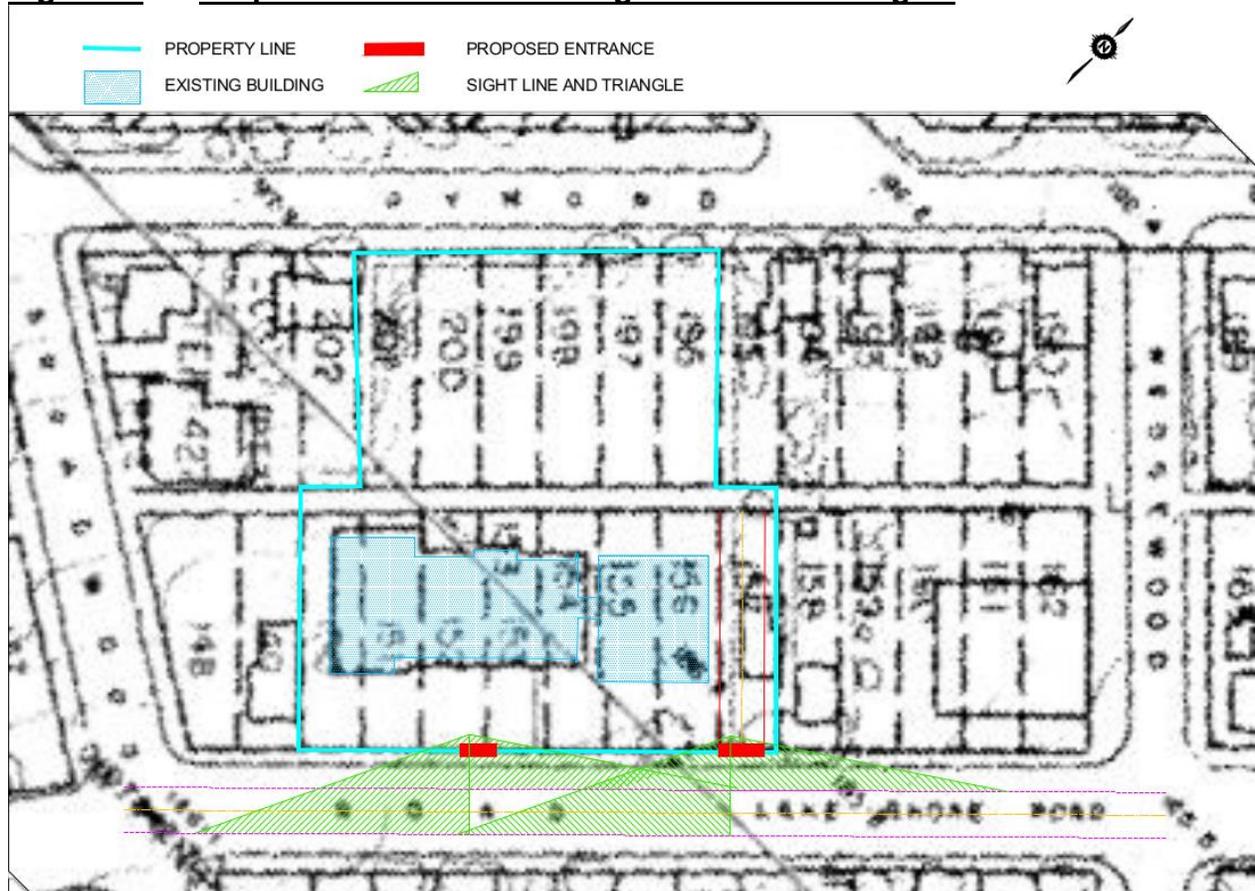
The existing northern entrance from Lakeshore Road will be extended northwards and aligned with the proposed driveway. This entrance will serve the back parking lot only.

The front parking lot will be devoted to barrier free parking only. It will be accessed through the existing southern entrance reduced to 6.0 m and moved 6.0 m northward.

Sight distance triangles for the south and north entrances have been constructed as described in Section 2.4 above. The results are shown on Figure 4.

The existing pedestrian entrance will be maintained after the redevelopment.

Figure 4: Proposed Entrances and Sight Distance Triangles



4. Conclusions

Based on my analysis of the impact of the conversion of the school to a 40-unit residential apartment building, I am of the opinion:

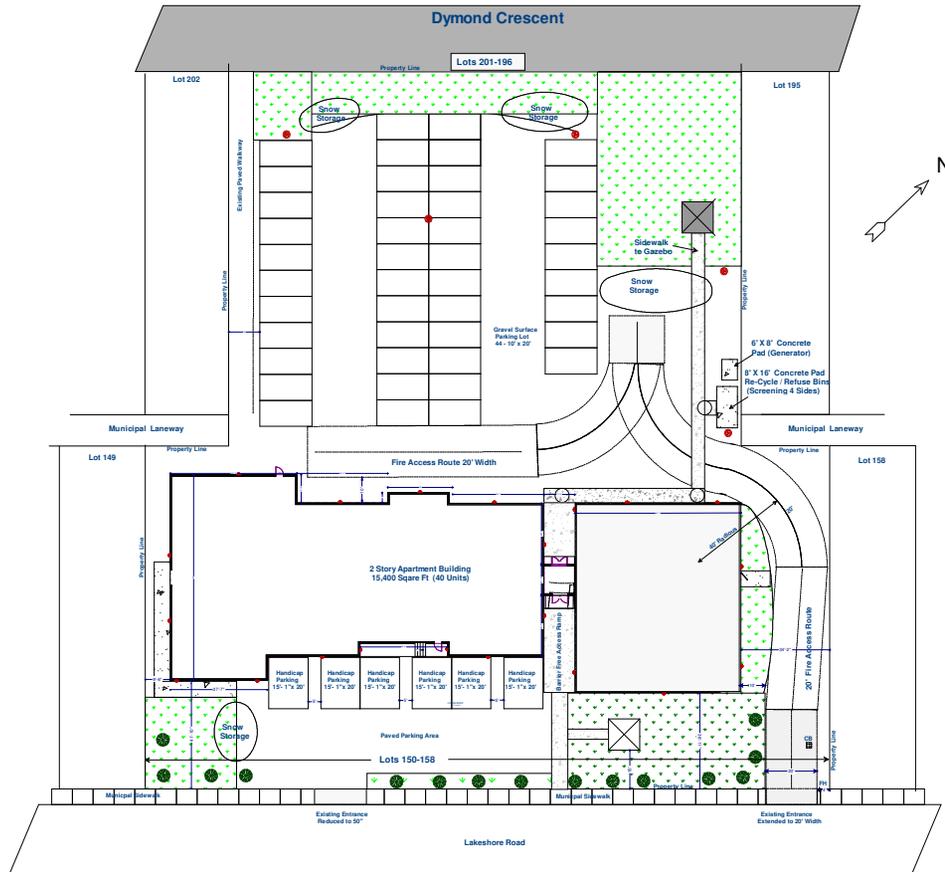
1. That there is sufficient municipal reserve sewage system capacity and municipal water system capacity to accommodate the proposed redevelopment.
2. That the existing sanitary service connection is sufficient for the provision to the site without any alteration.
3. That the existing water supply service connection is insufficient for the provision to the site and needs to be replaced.
4. That changes in stormwater flows will be controlled through best management practices at the design stage of development without any required improvements to municipal infrastructure.
5. That Lakeshore Road will continue to operate at a safe and efficient level of service in accommodating the projected traffic volumes arising from the redevelopment.
6. That the southern entrance be reduced to 6.0 m in width and be moved 6.0 m towards the north to ensure that an adequate sight distance from the intersect of Lakeshore Road and Broadwood Avenue is maintained

Submitted by:



Hani S. Asfur, Ph.D., P.Eng.
Asfur Engineering





-  - Gazebo
-  - Green Space
-  - Trees
-  - Parking Lot Lighting
-  - Perimeter Lighting
-  - Catch Basin
-  - Fire Hydrant

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NO.	DESCRIPTION	BY	DATE

SHEET TITLE:
SHEET TITLE

PROJECT DESCRIPTION:
PROJECT

DRAWINGS PROVIDED BY:
DESIGNER

DATE:
2016-05-16

SCALE:

SHEET:
A-1

The City of Temiskaming Shores has received the following applications to amend the Official Plan and Zoning By-law:

Official Plan Amendment File #: OPA-2016-01

Zoning By-law Amendment File #: ZBA-2016-01(NL)

Owner: Manuel Da Silva

Agent: Tunnock Consulting Ltd.

Property: 100 Lakeshore Road North (former École Sacré Coeur)

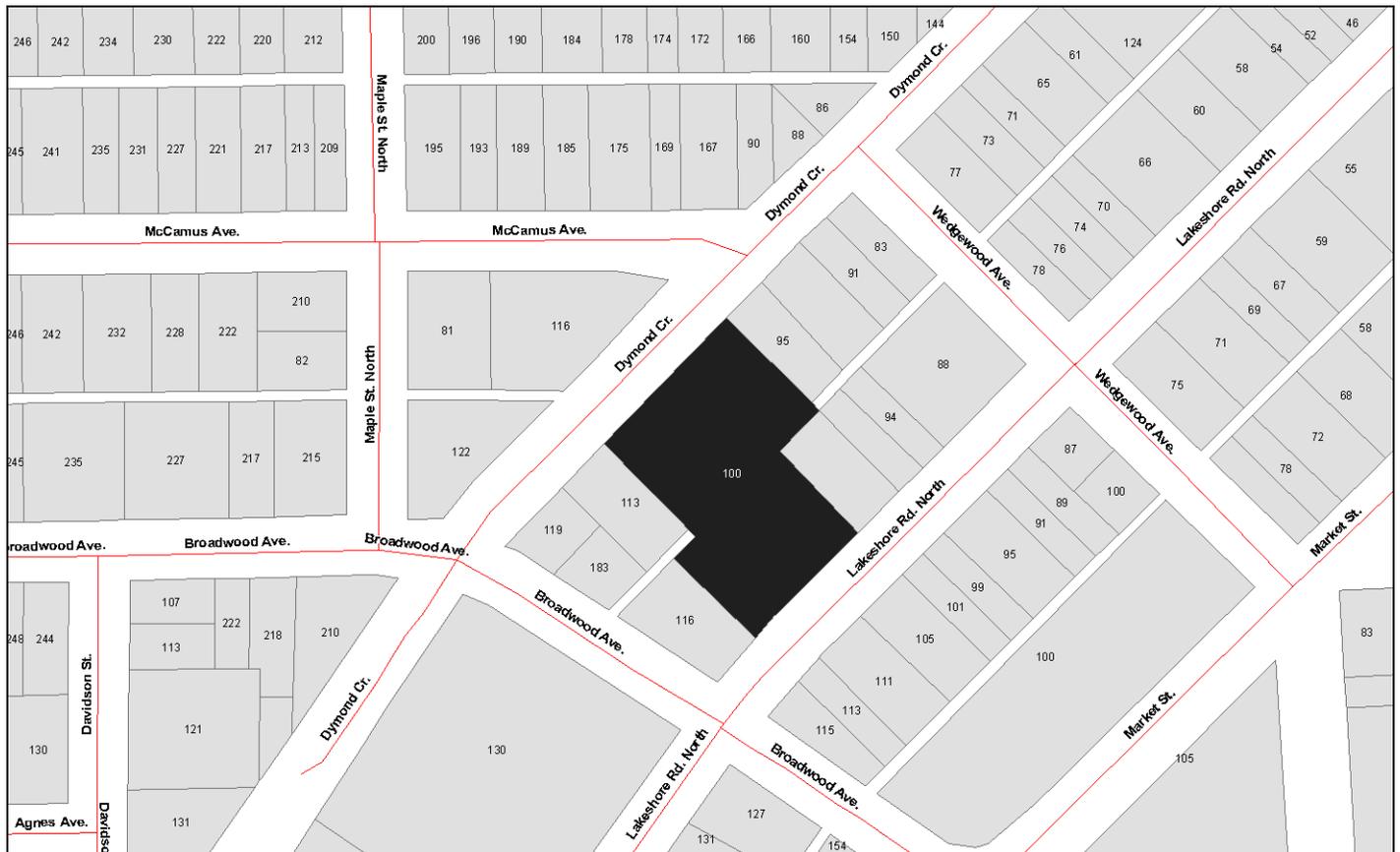
A public hearing will be held to consider the Official Plan Amendment and Zoning By-law Amendment applications:

Date: Tuesday, June 7, 2016

Time: 6:00 p.m.

Place: Council Chambers at City Hall, 325 Farr Drive, Haileybury

The purpose of the application is to amend the Official Plan provisions to permit the conversion of the former institutional building on the property to a standalone residential use, and to rezone the property from Institutional (S1) to Apartment Residential Exception 6 (R4-E6) to permit 40 units and establish site-specific provisions to permit: a minimum front building setback of 4.5m for an accessory gazebo; a minimum building setback on the south side of 2.9m (existing); a minimum apartment dwelling unit area of 37m² (398 square feet); a minimum landscaping area of 30%; and to remove the requirements related to the provision of play facilities.



Any person may attend the public meeting and/or make written or verbal presentation to express support of, or opposition to, these applications. 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 proposed Official Plan Amendment is adopted or the Zoning By-law amendment 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 the public meeting or make written submissions to the City of Temiskaming Shores before the proposed Official Plan Amendment is adopted or the Zoning By-law amendment 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 add the person or public body as a party.

If you wish to be notified of the adoption of the proposed Official Plan Amendment, or of the refusal of a request to amend the Official Plan, you must make a written request to the City of Temiskaming Shores, P.O. Box 2050, Haileybury, Ontario, P0J 1K0.

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 18th day of May, 2016.

Jennifer Pye
Planner
City of Temiskaming Shores
PO Box 2050
325 Farr Drive,
Haileybury, ON
P0J 1K0
Tel: 705-672-3363 ext. 4105
Fax: 705-672-2911
Email: jpye@temiskamingshores.ca

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

7.1. *Official Plan Amendment (OPA-2016-01) and Zoning By-law Amendment (ZBA-2016-01 (NL))*

Subject Land: 100 Lakeshore Road North (former École Sacré Coeur)

Applicant: Manuel Da Silva

Agent: Tunnock Consulting Ltd.

Purpose: To amend both the Official Plan and Zoning By-law for the conversion of the former institution to a standalone residential use to permit a 40 unit complex

Mayor Kidd indicated that the public meeting scheduled tonight is for a combined Official Plan Amendment and Zoning By-law Amendment and that the Planning Act requires that a public meeting be held before Council decides whether to pass a by-law adopting these proposed amendments.

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

Mayor Kidd declared the meeting to be open and to be a public meeting pursuant to Sections 17 and 34 of the Planning Act and requested that Glenn Tunnock, Consultant for the applicant present the details of the Official Plan amendment and Zoning By-law amendment applications.

Mr. Tunnock utilizing powerpoint outlined the purpose of the amendments to the Official Plan and the Zoning By-law to convert the former elementary school to a residential apartment building as a standalone residential use in the Town Centre of New Liskeard.

The proposal is to convert the 1,430 m² (15,400 ft²) building to a multiple residential building with 40 residential one bedroom apartment units with a floor area varying from 400 ft² to 650 ft² with six (6) units being totally barrier free design. Minimum of four (4) affordable units, 44 parking spaces to the rear and 6 accessible barrier-free spaces in the front of the building.

Mr. Tunnock outlined that 21 of the 22 applicable policies of the Official Plan are complied with and highlighted a number elements to support compliance with the Official Plan. Mr. Tunnock recommended the following wording for the amendment to the Official Plan in order to be in compliance:

Notwithstanding Section 4.8.2 (b), the conversion of a school at 100 Lakeshore Road North shall be permitted for the purposes of a standalone residential apartment building which may house up to 40 residential units.

Mr. Tunnock continued by indicating that the current zoning of the property is Institutional (S1) and the proposed apartment building would require a designation to Apartment Residential (R4) with some site specific exceptions with regards to the south side building setback, front yard setback (Gazebo), apartment dwelling Unit area, reduction in landscaping area.

Mayor Kidd thanked Mr. Tunnock for the presentation and inquired if there were any questions or comments from the applicant. With none Mayor Kidd inquired if there were any questions or comments from the public.

Kirby Seymour – 116 Lakeshore Road North

Mr. Seymour had concerns with privacy being right next door and requested a fence between the two properties. Reviewed plans of the facility and most of the concerns have been met provided the location of various items such as garbage containers and snow storage are not relocated afterwards. The other concern is with snow melt as they had just fixed their basement last fall and do not want to see an increase in runoff towards their house.

Louise Paoletti – 222 McCamus Avenue

Louise outlined concern with the fact that there are no two bedroom units and would like that there be consideration for such.

Mr. Tunnock indicated that the applicant has applied for to up to 40 units and the potential is there to accommodate two bedroom units; however that would be a decision of the applicant.

Mayor Kidd inquired if any members of Council had any questions or comments.

Councillor McArthur

Understands that this will be strictly for seniors, thus if the applicant has 35 units renting what happens if a non-senior approaches to rent.

Mr. Tunnock outlined that legislation would not prohibit others to inhabit the building and could not discriminate. Applicant is consulting with the Housing Authority to provide housing to those that need it and marketing would be geared towards seniors.

Councillor Laferriere

There is a lack of senior facilities in the area and project is fantastic and based on location accessibility to amenities is good. In addition the project is not seeking any additional work on our infrastructure and thanked the applicant for stepping up for this project.

Councillor Whalen

Can you explain why we need to do an amendment as opposed to an exception.

Mr. Tunnock indicated that in essence they are one in the same; the amendment is to the existing zoning by-law which includes site specific exceptions to the lands.

With no further comments Mayor Kidd declared this portion of the public meeting to be closed and advised that Council will give due consideration to all comments received tonight and that an administrative report will be considered by Council at a future meeting.

Dave Treen

From: Brown, Christopher (MAH) <Christopher.R.Brown@ontario.ca>
Sent: May-19-16 10:21 AM
To: Jennifer Pye
Subject: RE: City of Temiskaming Shores Official Plan Amendment #1

Hello Jennifer,

Thanks for circulating the OPA to our office. I've reviewed the materials you included and am pleased to advise that we have no concerns. By the way, the Needs Assessment Report is a great practice that more municipalities should follow. Kudos to Temiskaming Shores!

Regards,

Christopher

From: Jennifer Pye [<mailto:jpye@temiskamingshores.ca>]
Sent: May 17, 2016 10:29 AM
To: Brown, Christopher (MAH)
Subject: City of Temiskaming Shores Official Plan Amendment #1

Hello Christopher,

The City of Temiskaming Shores has received applications for Official Plan and Zoning By-law Amendments for the property located at 100 Lakeshore Road in New Liskeard, which is the former École Sacré Coeur French Catholic elementary school. The proposal is to convert the existing building on the property into 40 residential apartment units.

Please accept this email as our formal circulation to the Ministry as required under Section 12 of Ontario Regulation 543/06.

Please find the following information attached to this email for your review:

- OPA-2016-01 Public Notice
- OPA-2016-01 Application Form
- ZBA-2016-01(NL) Application Form
- OPA-2016-01 & ZBA-2016-01(NL) Site Plan
- Needs Assessment Report
- Planning Report

Please let me know if you have any questions or would like to discuss these applications in any detail. Also please let me know if you would like me to provide hardcopies of this information by mail.

Thank you,

Jennifer Pye

Planner

Corporation of the City of Temiskaming Shores

325 Farr Drive | PO Box 2050 | Haileybury, ON | P0J 1K0

T. (705) 672 - 3363 ext. 4105

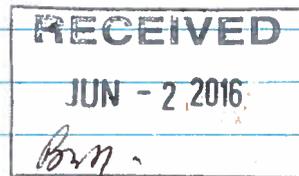
F. (705) 672 - 2911

Tomiskaming Shores:

JUNE 02/16

Official Plan Amendment file #. OPA-2016-01
Zoning By-law Amendment file #. ZBA-2016-01 (NL)

Kirby - Judy Seymour
116 Lakeshore Rd. N.
Box 2045.
New Island.
Ont.



105 | po.

-Concern- We had a lot of concern of the different aspects of the unit going in beside us, Cityhall did let us look at the blue prints, some of our questions, did get answered. However we are concerned with privacy, so close to a 40 unit apt. building, we looked at apt. building in New Island, the ^{apt.} building is as close, as we are, to a 40 unit apt. building.

We like to use our backyard, in the summer.

In the past, school children & teachers gone at 4:00 p.m. with a 40 unit apt, we are very concerned about our privacy & a privacy fence beside us ~~we~~ would give us that privacy.

Snow storage - Beside our property. We had a lot of work done on our basement in 2015, on school side & broadwoodside, we hope no problems this winter or years to come.

We want no run off from snow melt in spring on our property.

116 Lakeshore Rd. N.
New Island
Ont.
Dor 11A

Kirby Seymour
Judy Seymour
705-647-9445

Hilroy

The Corporation of the City of Temiskaming Shores
By-law No. 2016-000
Being a by-law to adopt Amendment No. 1 to The City of
Temiskaming Shores Official Plan - 100 Lakeshore Road
North - Roll No. 5418-010-006-032.00

Whereas pursuant to the provisions of Section 17(22) of the Planning Act, R.S.O. 1990 c.P. 13, as amended, the Council of a Municipality may by by-law adopt all or part of an Official Plan and submit it for approval;

And whereas the City of Temiskaming Shores Official Plan designates the use of land within the City of Temiskaming Shores;

And whereas an application has been filed to insert a policy into the Official Plan to permit the conversion from institutional use to residential use of an existing building in the Town Centres zone to permit a 40 unit residential apartment building;

And whereas Council considered Administrative Report No. CGP-013-2016 at the Regular Council meeting held on June 21, 2016 and directed staff to prepare the necessary by-law to adopt Amendment No. 1 to the City of Temiskaming Shores Official Plan;

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

1. Amendment No. 1 to the City of Temiskaming Shores Official Plan is hereby adopted.
2. That the passing of this by-law shall be subject to the provisions of the *Planning Act*.
3. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-law and schedule as may be deemed necessary after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law.

Read a first, second and third time and finally passed this 5th day of July, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

Amendment No 1
to the
Official Plan of the
City of Temiskaming Shores

Tunnock Consulting Ltd.
Box 2032, 57 Foster Street
Perth, Ontario, K7H 3M9
Tel. (613) 464-8805
Email: gtunnock@tunnockconsulting.ca

File P-2794
May 16, 2016



Tunnock Consulting Ltd.

**APPROVAL PAGE FOR AMENDMENT NO. 1
TO THE CITY OF TEMISKAMINGSHORES OFFICIAL PLAN**

This Amendment No. 1 to the City of Temiskaming Shores Official Plan was adopted by Council of the Corporation of the City of Temiskaming Shores by By-law No. _____ on the 5th day of July, 2016, in accordance with the provisions of the Planning Act, R.S.O. 1990, c. P.13, as amended.

Mayor – Carman Kidd

Clerk – David B. Treen

I hereby certify that this is a duplicate original of Amendment No. 1 to the City of Temiskaming Shores Official Plan, as adopted by the Corporation of the City of Temiskaming Shores.

Clerk - David B. Treen

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Amendment N^o 1
to the Official Plan of the City of Temiskaming Shores

Part A – The Preamble does not constitute part of this amendment.

Part B – The Amendment

Part C – The Appendices do not constitute part of this amendment.

PART A – THE PREAMBLE

1. Purpose and Effect

The purpose of this amendment is to provide for a site specific exemption to Section 4.8.2 (b) of the Official Plan to permit the conversion of a former elementary school to a residential apartment building as a standalone residential use in the Town Centre of New Liskeard. The effect of this residential intensification will be to allow for the adaptive re-use of an institutional building for some 40 rental residential apartments oriented to senior's accommodation including affordable rental accommodation.

2. Location

The former school site which is located on the northwest side of Lakeshore Drive immediately east of Broadwood Avenue occupies a property with a lot area of 0.49 ha [1.45 acre] and a lot frontage of 80.29 m [263.4 ft.] on Lakeshore Road. The property has a lot depth of 83.6 m [274.3 ft.] as it extends northerly from Lakeshore Road to

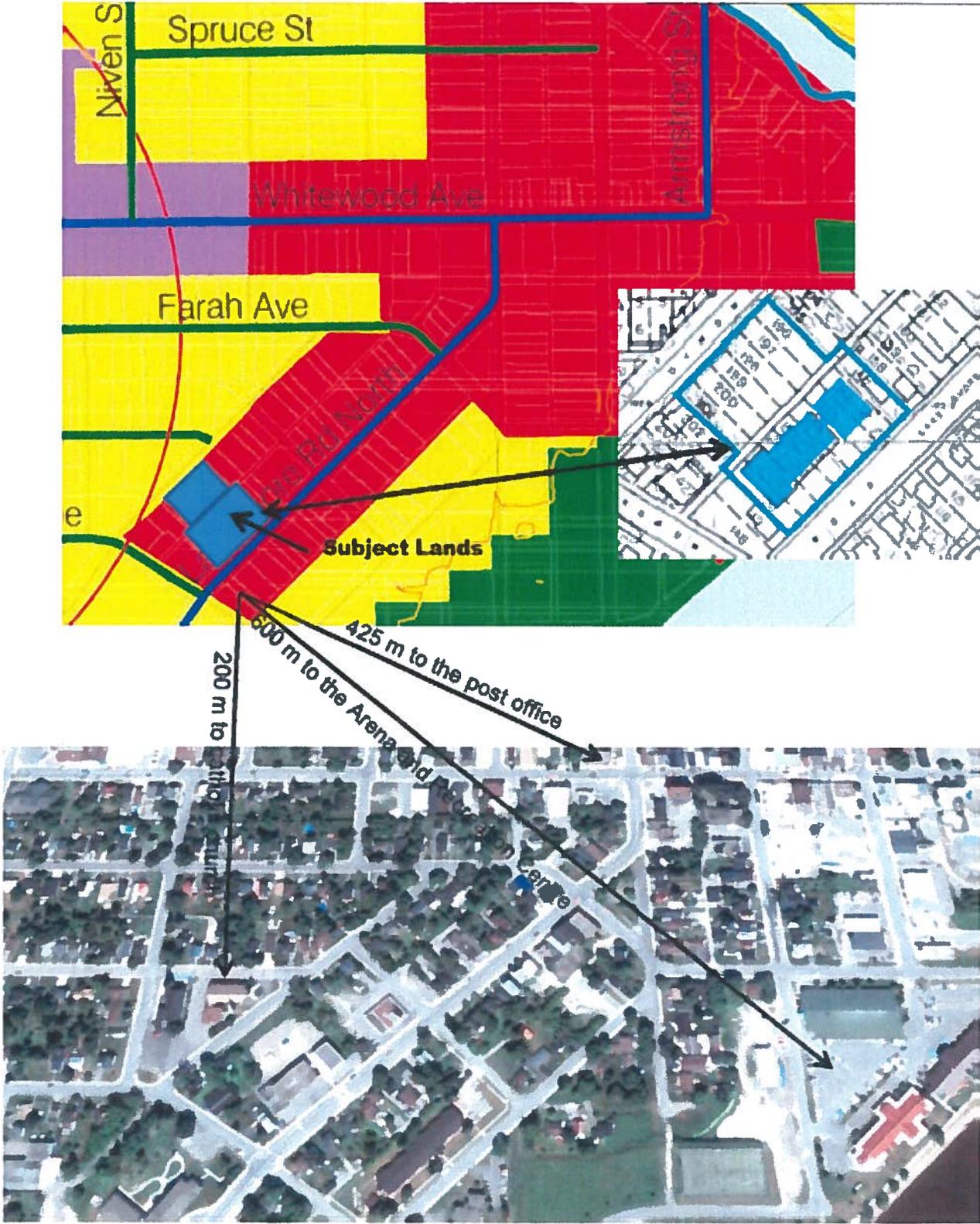


Dymond Cres (see **Figure 1**). The school was built on an amalgam of 14 original lots in Plan M-29 (Lots 150-157 and 196-201) including an intervening lane.

The site is conveniently located close to downtown New Liskeard and to a number of community facilities within a 5 – 15 minute walking distance:

- 425 m to the post office
- 600 m to the Arena and Recreation Centre
- 200 m to the nearest catholic church
- 650 m to the waterfront

Figure 1 - Location



3. Development Proposal

The school was decommissioned by the school board in 2013 and purchased in 2016 by the applicant. The school was constructed as a two storey building with later additions of a gymnasium and a single storey classroom area (see photos).



Photo showing front elevation from Lakeshore Drive with gymnasium to left side.



Photo showing site access on north side adjacent to gymnasium



Photo showing north side of gymnasium and proposed site access to parking area



Photos showing rear side of property to be redeveloped as the parking area. Note proximity of Catholic Church to the north in bottom photo.



The proposed conversion of the 1,430.66 m² [15,400 ft.²] school building will create a multiple residential building with 40 residential one bedroom apartment units with a floor area that will vary from 37 m² [400 ft.²] to 60.3 m² [650 ft.²] per unit. Of the 40 units, six will be totally barrier free design. As indicated earlier the range of affordable units is to be finally determined but will be a minimum of 4. The proposed Floor Plans are attached as Appendix '1' to this OPA and the proposed site plan is attached as Appendix 2 to this OPA.

Parking will be provided to the rear of the building with 44 regular dimensioned parking spaces while an additional six (6) accessible or barrier-free parking spaces will be provided adjacent to the front entrance of the building with convenient barrier-free access to the building. The parking area will be designed to provide for a fire access route as well as a turnaround for fire department vehicles which meets the specifications of the *Ontario Building Code*. Provision will be made on the northeast

side of the building for a temporary waste disposal facility on a concrete pad adjacent to the parking area, a facility which will include a recyclable component.

Access to Lakeshore Drive will be via two entrances. The north entrance will be slightly realigned with the new access to the north side of the building while the southern entrance will be reduced to 6 m in width and positioned to the north side of the existing entrance.

Surrounding land uses are a mix of commercial, residential and institutional land uses, although residential land uses may be said to prevail. The area to the north is a residential neighbourhood with a catholic church within 200 m of the proposed apartment building. To the east along Lakeshore Road there is a dwelling intervening between the (former) school and a commercial building. To the west land uses include abutting residential uses which front primarily onto Broadwood and further west, the Northdale Manor which is a large retirement home facility. To the south along Lakeshore Road between Broadwood Avenue and Farah Avenue, eight of the nine buildings are residential and all save one are two storey while the ninth building directly across from the north entrance to the subject lands is commercial and located within a converted residential building.

4. Municipal Services and Infrastructure

An engineering study was undertaken by Asfur Engineering (*May 6, 2016*) to assess the impact of the proposed redevelopment on municipal services and infrastructure (see Appendix 4). The study assessed the water and sewage flows and capacity and determined that there is sufficient capacity to accommodate the development and that the services connections as currently positioned on Lakeshore Road are adequate to service the development.

A fire hydrant is located immediately in front of the northeast corner of the building and despite the proposed realignment of the entrance driveway on the north side, the hydrant will not be affected.

The study also indicated that the entrances onto Lakeshore Road are appropriate; however the north entrance has to be adjusted slightly to better align with the proposed driveway access (aisle) around the north side of the building. This will facilitate access by fire and other emergency vehicles. The south entrance to Lakeshore Road was assessed as being too close to Broadwood Avenue to ensure for proper sight lines for vehicular access to the site and was recommended to be shortened in width to 6 m at the northern position of the entrance and to be closed except for emergency purposes. The subject lands are serviced by a sidewalk which passes along the frontage of the lot.

The study indicated that stormwater flows are expected to increase; however, retention of a pervious surface to the rear of the building will minimize any increased flow volumes. Best management practices will be applied at the design stage to ensure that stormwater is properly managed.

The conclusion of the report is that the proposed development will **not have a negative effect** on municipal services.

The subject lands are serviced with City Transit which passes in front of the building along Lakeshore Road with a bus stop within 100 m.

5. Basis of the Amendment

The basis of the amendment is dependent on the proposed land use complying with the relevant policies of the City of Temiskaming Shores Official Plan, consistency with the Provincial Policy Statement and compliance with other Provincial Policies, specifically, the Growth Plan for Northern Ontario described as follows.

6. Official Plan

The subject lands are located in the Town Centre land use designation of the City's Official Plan as illustrated on Schedule 'C' to the Plan and further shown in **Figure 1** to this OPA. The Town Centre land use designation permits a variety of land uses in a mixed use setting as described in the following analysis.

The proposed residential intensification of the former elementary school (institutional use) complies with the general spirit of the Plan with respect to the applicable policies of the Official Plan as listed below:

Official Plan Analysis with Reference to the Policy Sections of the Temiskaming Shores Official Plan		
Section	Policy or Description	Comment on relationship to development proposal
1.3.6	To build a City with strong, distinctive and liveable Settlement Areas with a range of housing choices	Provides additional housing choice for seniors market
3.2	To provide for an appropriate range of housing types and densities which will meet the projected housing needs of the community.	Adds to the range and density of housing types for the City as a whole and in particular for the urban settlement area of New Liskeard
3.3, 3.5	To ensure that the targets for affordable housing are met. To facilitate measures for residential intensification. Target of 25-30% for affordable housing, 15-20% for residential intensification, and 15-20% high density in New	Helps to meet targets for affordable housing, residential intensification and high density housing

Official Plan Analysis with Reference to the Policy Sections of the Temiskaming Shores Official Plan		
Section	Policy or Description	Comment on relationship to development proposal
	Liskeard	
3.6.3, 3.6.7	Facilitating residential intensification. Encouraging the adaptive re-use of vacant commercial and institutional buildings	Constitutes adaptive re-use of a decommissioned institutional use (school)
3.7.4	Conversion of or expansion of existing industrial, commercial and institutional buildings outside of employment areas.	Constitutes conversion of institutional building as described
3.7.8	Residential intensification shall consider the principles for urban design (see Section 4.9). Proposals for intensification should not cause unacceptable impacts on existing development. Consideration will be given to consistency in building height, building scale, housing densities, building set-backs, integration with the existing streetscape, traffic impacts, privacy in the use of adjacent properties, buffering, adequacy of infrastructure, off-street parking supply, availability of community facilities and preservation of heritage attributes	Existing building maintains height profile, setbacks and relationship to street. Does not alter building scale. Meets street access, parking requirements. Uses existing infrastructure with no increases in traffic impacts. Conserves heritage values. Added landscaping will provide for aesthetic enhancement of conversion
3.7.9	Site plan control (see Section 15.15) may be used for residential intensification projects	Application of site plan control to be determined
3.8.3	delivering housing for seniors	Helps accomplish policy for special needs housing for seniors within the community
3.9	Subject to establishing the appropriateness of the land use, all forms of tenure will be permitted	Increases supply of rental units as a permitted form of tenure
3.11	The Settlement Area of New Liskeard as shown on the Land Use Schedules will be the focus of residential growth. (example)	Complies with location for growth by directing development to a designated urban settlement area
4.2	To design and develop safe, sustainable Settlement Areas which integrate the employment, housing and social needs of residents and businesses in a highly livable and functional urban environment.	Location takes advantage of close access to community services and facilities thus enhancing aspects of a liveable and functional environment
4.3.1	To encourage mixed land use developments that place work, recreation opportunity and basic needs shopping closer to home	Introduces new residential development close to recreation and shopping areas. Adds to mix of land uses.
4.3.3	To provide for orderly, cost-efficient, compact and phased development	Adaptive re-use is compact and cost-efficient development which optimizes the use of existing municipal services

Official Plan Analysis with Reference to the Policy Sections of the Temiskaming Shores Official Plan		
Section	Policy or Description	Comment on relationship to development proposal
4.3.4, 4.4.4	To ensure that all development has appropriate and adequate municipal services (infrastructure) and public service facilities.	Takes advantage of existing municipal and public services (i.e. sewer, water, roads, transit, sidewalks, public services, utilities)
4.4.7	The intent of the Plan as a development principle is to promote residential intensification within the City's existing built-up area.	Achieves intent of policy within built-up area of New Liskeard
4.8.1	New Liskeard's town centre is the City's primary commercial area with an extensive variety of commercial uses intermixed with public service and residential uses.	Reinforces current character of New Liskeard Town centre
4.8.2 (a) and (b)	<p>New Liskeard's town centre will be sustained as the City's primary commercial area, characterized as an area of mixed-use development dominated by a full range of retail, service commercial uses, financial, professional and personal service uses and upper storey commercial and residential uses</p> <p>Existing residential and other uses will also be permitted; however, new standalone residential uses will be discouraged.</p>	Policy recognizes mixed use character as the dominant make-up of the Town Centre. Residential uses are part of the mix of permitted land uses. Policies both acknowledge and discourage but not prohibit new standalone residential uses (see 4.8.5). Conversion stands to strengthen role and liveability of the Town Centre by adding to the consumer market for commercial and public services and introducing needed new multiple residential housing which is not being provided elsewhere
4.8.5	Adaptive re-use of buildings will be encouraged. New street level residential uses will be prohibited on Whitewood Avenue and Armstrong Street between the Post Office and the bridge.	Particularly poignant in indicating more specifically where standalone residential is not permitted and to note that the list of streets does not include Lakeshore Drive
4.9.4 (g)	Encourage the use of transit.	Location of proposed apartment is on a transit route which provides added convenience for seniors with access to the downtown (within 600 m) and recreation facilities (within 650 m).

Official Plan Analysis with Reference to the Policy Sections of the Temiskaming Shores Official Plan		
Section	Policy or Description	Comment on relationship to development proposal
4.9.7 (d)	Maintain a consistent height and character profile for the height, density, massing and architectural style of buildings, notably for infill and intensification projects.	Accomplishes policy by maintaining existing height and architectural style
4.9.8 (a)	Ensure that the design of medium and high density residential uses is architecturally compatible with surrounding lower density housing (e.g. conserve privacy of adjacent back yards, avoid sun shadow, provide reasonable transition in building heights);	Retains street oriented height of 2 storeys consistent with height of adjacent residences. No impact on sun shadow on adjacent yards or privacy. Only one existing backyard may be affected
4.9.10 (a)	Incorporate barrier-free design for new development;	Barrier free design to be provided for parking and units per requirements of OBC
4.9.10 (c)	Ensure the street network accommodates all intended users (e.g. automobiles, public transit, emergency vehicles, pedestrians, persons with a variety of abilities, motorized mobility aids and cyclists) to ensure that they can interact and move safely;	Lakeshore has design capacity for projected traffic generation. Existing sidewalks provide for safe pedestrian traffic flow into the core area of the downtown. Adjacent signalized intersection provides safe pedestrian passage to waterfront community park. Redevelopment to provide for emergency vehicle access in accordance with <i>Ontario Building Code</i> regulations.
4.9.11 (a) (b)	a. Provide barrier-free access from buildings to sidewalks through dedicated pathways or sidewalks;	Site design to reflect all design requirements including accessible barrier free access to all entrances to

Official Plan Analysis with Reference to the Policy Sections of the Temiskaming Shores Official Plan		
Section	Policy or Description	Comment on relationship to development proposal
	<ul style="list-style-type: none"> b. Locate parking areas in close proximity to building entrances. However, parking areas shall generally be located to the side or rear of buildings; 1. Provide clearly defined access routes and signage for designated fire routes 	the building. Primary parking area provided to the rear while accessible barrier-free parking only will be provided at the front of the building. Access routes for fire routes to be signed
5.1	All development applications will be evaluated to determine whether the City water, wastewater and storm water services adequate servicing capacity to support the proposed development	Capacity confirmed in engineering report as adequate for conversion (40 residential units)
5.9, 5.10	All development applications will be evaluated to determine whether the public service facilities are or will be capable of supporting the proposed development at acceptable levels of service, notably schools, health care facilities and emergency services.	No impacts on schools since this is a seniors building. Adequate capacity available in health care and emergency services. Estimated fire response time 2-3 minutes given location of fire station within 500 m. Fire hydrant at northeast end of property within 40 m of front entrance. Paramedic response within 5-7 minutes.
5.13.3	New development, whether it is commercial, residential, industrial or institutional, will be required to meet accessibility requirements such as accessible entrances and exits, barrier-free parking spaces and elevators for multiple-level buildings.	Design to provide for barrier free access to building from parking area and street as well as to provide up to 6 barrier free parking spaces.
8.4.13	<ul style="list-style-type: none"> 1. Planning, encouraging and facilitating the integration of active travel systems including: <ul style="list-style-type: none"> a. Safe routes to school, public facilities and services, retail areas, workplaces, places of worship and recreation and cultural areas; b. Providing infrastructure to support active travel (e.g. sidewalks, off-street trails, dedicated bikeways, bicycle parking facilities, pedestrian crosswalks and transit shelters); Provision of public transit services and facilities that accommodate pedestrians, cyclists and people with disabilities.	Healthy communities concept supported by safe access to downtown using existing sidewalks, and connectivity through signalized intersection at Broadwood providing safe access across to waterfront community park; also available transit (see 4.9.4 (g))

In summary, the proposed development of the 40 unit senior's residential apartment building provides for the adaptive re-use of an existing longstanding institutional building which has historically been integrated into the surrounding residential neighbourhood and the height and scale of development along Lakeshore Road. The

building site is fully serviced with municipal services with no improvements required to those services or other municipal infrastructure. Future residents will enjoy immediate walking and public transit access to the downtown and public facilities and other community facilities which are close at hand.

7. Provincial Policy Statement

The redevelopment is consistent with the Provincial Policy Statement with respect to encouraging redevelopment which takes advantage of existing infrastructure (PPS 1.6.3.); which supports healthy, liveable and safe communities through providing affordable housing and housing for older persons (1.1.1 (b)); which improves access for older persons by removing barriers which restrict their full participation in society (1.1.1 (f)); which adds to the vitality of the settlement area (of New Liskeard) (1.1.3) where regeneration shall be promoted (1.1.2.1); where development is transit-supported (1.1.3.2); in a location which is appropriate and promotes intensification and redevelopment (1.1.3.3); which facilitates compact form (1.1.3.4); which helps to provide housing which is affordable to low and moderate income households (1.4.3 (a)); and, which enhances the vitality and viability of downtowns (1.7.1 (c)).

8. Growth Plan for Northern Ontario, 2011

Section 4 Communities of the Growth Plan for Northern Ontario recognizes Official plans as a tool to ensure “communities’ future economy and business’ views are reflected in their communities’ future economy and long-term sustainability. Building a vibrant, resilient northern economy requires string individual communities” The intent of the amendment is to strengthen the economic base by not only enhancing the assessment base of the City of Temiskaming Shores but by providing needed housing essential to a vibrant and resilient municipality. Residents of senior’s facilities generate economic activity through the services they consume in terms of shopping, recreation and social and other community services. This amendment aligns itself with the Growth Plan for Northern Ontario in terms of providing the planning framework for adaptive reuse of a decommissioned institutional use.

9. Zoning By-law

The subject lands are located within the Institutional (S1) Zone as set out in By-law 2233 of the former Town of New Liskeard, now part of the City of Temiskaming Shores (as per Schedule A to the By-law). The S1 Zone does not include an apartment building as a permitted use; hence the requirement to rezone the property.

The Apartment Residential Zone (R4) is the appropriate zone to be applied to the property since Section 8 (1) (a) permits an apartment building which is defined to include a dwelling house with 5 or more separate dwelling units and may include a

senior citizen's apartment. As indicated, the apartment is being designed with 40 units with the marketing focused on seniors or older persons.

The Apartment Residential R4 Zone requirements of Section 8 of By-law 2233 have been reviewed with respect to the conformity of the proposed redevelopment of the school site to the zoning by-law. The following is a comparative summary of compliance matter or otherwise:

- 8 (2) (a) (ii) Complies with the minimum lot area of 1,100 m² (i.e. 4,900 m²)
- 8 (2) (b) Complies with minimum lot frontage of 30 m (i.e. 80.29 m)
- 8 (2) (c) Only one dwelling is permitted per lot – therefore complies
- 8 (2) (d) Maximum lot coverage (building area) permitted is 30%. Actual coverage is 21.9% - therefore complies
- 8 (2) (e) Complies with the Front Yard setback is 7.5 m with an actual setback of 11 m
- 8 (2) (f) Flanking Yard – N/A
- 8 (2) (g) (i) Complies with the Rear Yard setback of 7.5 m with an actual setback of 48 m±
- 8 (2) (h) (i) Side yard requirement is 3.5 m vs. an actual 2.92 on the south side and 10.4 on the north side; hence the south side interior side yard is deficient by 0.58 m
- 8 (2) (j) (i) Complies with maximum building height of 12 m (i.e. height is actually 7.3 m)
- 8 (2) (i) Building separation – N/A
- 8 (2) (m) Play Facilities – N/A for a senior's Apartment
- 8 (2) (r) Landscaped Area of 40% (see below)
- 8 (2) (u) Parking spaces comply with street line setbacks of 1.5 m (i.e. 9 m actual) and property line setbacks
- 8 (2) (t) Parking Spaces: complies with the requirement of 1.25 spaces per residential spaces. Six (6) spaces are designated as accessible or barrier-free spaces
- 8 (2) (k) (ii) Apartment Dwelling Area (see below)

Apartment Dwelling Area

The Zoning by-law requires a minimum of 60 m²/1 bedroom apartment unit. Of the 40 units proposed, 8 exceed the minimum floor area while the balance varies

between 37.16 m² and 57.6 m². All of the proposed units meet the minimum floor area standards set out in the *Ontario Building Code*. Despite the OBC, we have reviewed all of the City municipalities in northern Ontario with respect to minimum floor areas for residential units and note that none of the major cities have any floor area standards in their zoning by-laws. The exception is the City of Kenora which requires a minimum floor area for a one bedroom of 37 m². As indicated, all of the units exceed this minimum standard. All of the units are self-contained with a kitchen, bedroom and living area that ensures they are fully functional for their intended occupancy. To this extent the proposed apartment building provides appropriate residential living accommodation for varied needs. The zoning by-law amendment should be tailored to reflect a lower standard for a minimum floor area to enable the conversion to provide for a variety of floor areas designed to meet the needs for single or double occupancy habitation.

Landscaped Open Space

The landscaped open space area proposed is approximately 30% of the total lot area or 10% less than the required standard. The landscaped area proposed includes a quiet area to the rear of the building with a gazebo and suitable in size as a gathering area for a picnic area. The landscaped area includes proposed improvements to the front of the building that are designed to offset and improve the current architectural impact of a large gymnasium blank wall. The landscaping also preserves a peripheral knoll along the rear property line. The proposed landscaping will introduce a green component to the building which is currently missing and the aesthetic enhancement is considered to be reasonable given that the balance of the land area is required to accommodate parking, vehicular and fire vehicle access.

A draft by-law is attached as Appendix 3 to this OPA.

PART B – THE AMENDMENT

1. Introduction

All of this part of the document entitled **Part B – The Amendment**, consisting of the following text and Schedule, constitutes Amendment Number 1 to the Official Plan of the City of Temiskaming Shores.

2. Details of the Amendment

Item (1) Notwithstanding Section 4.8.2 (b), the conversion of a school at 100 Lakeshore Road North shall be permitted for the purposes of a standalone residential apartment building which may house up to 40 residential units.

3. Implementation and Interpretation

The provisions set forth in the Official Plan of the City of Temiskaming Shores regarding the implementation and interpretation of the Official Plan shall apply in relation to this amendment.

Part C – The Appendices

APPENDIX 1 – FLOOR PLANS

A-1

SHEET:

3/32" = 1'

SCALE:

2016-05-17

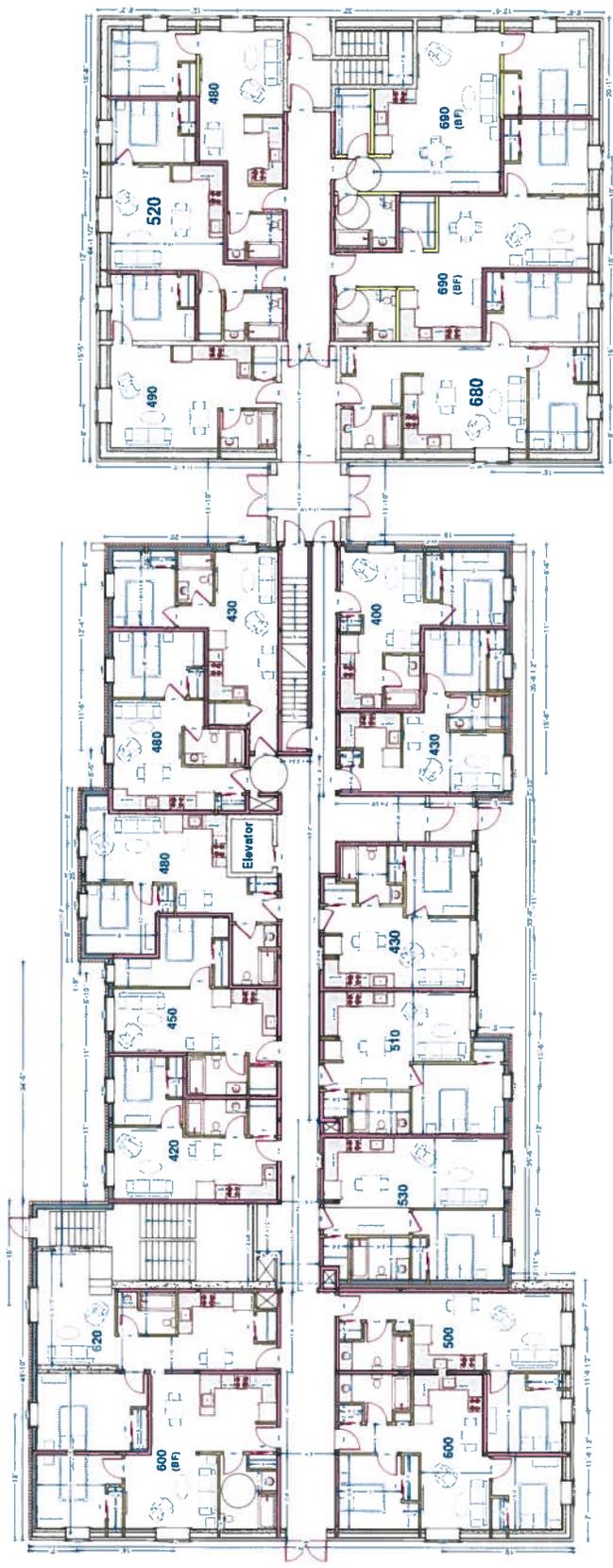
DATE:

DRAWINGS PROVIDED BY:
DESIGNER

PROJECT DESCRIPTION:
101 Lakeshore Road
Temiskaming Shores

SHEET TITLE:
Apartment Floor
Ground Floor

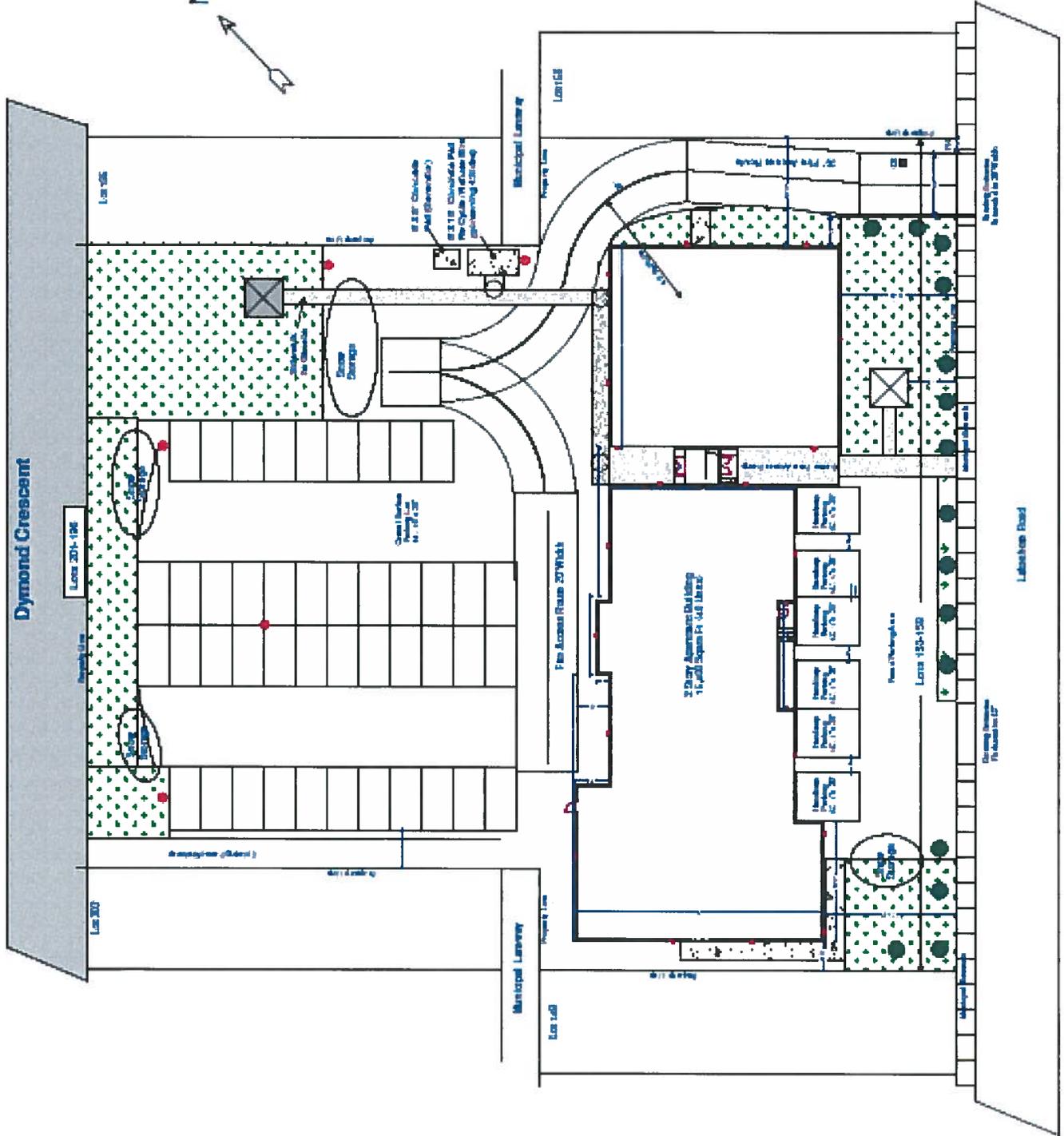
NO.	DESCRIPTION	BY	DATE



1st Floor

APPENDIX 2 – SITE PLAN

Dymond Crescent



- Gazebo
- Green Space
- Trees
- Parking Lot Lighting
- Perimeter Lighting
- Catch Basin
- Fire Hydrant

APPENDIX 3 – ZONING BY-LAW AMENDMENT

The Corporation of the City of Temiskaming Shores

By-law No. 2016-000

**Being a Bylaw to enact a Zoning By-law Amendment to Rezone
Property from Institutional (S1) to Apartment Residential –
Exception ___ (R4-E___) 100 Lakeshore Road North Roll No. 54-18-
010-006-032000000**

Whereas pursuant to the provisions of the *Planning Act, Section 34*, the Council of a municipality may enact by-laws to authorize the use of land, buildings or structures for any purpose set out therein that is otherwise prohibited;

And whereas By-law 2233 regulates the use of land and the use and erection of buildings and structures within the former Town of New Liskeard, now in the City of Temiskaming Shores;

And whereas an application has been filed to rezone lands occupied by the former Ecole Sacre Couer at 100 Lakeshore Road North from the Institutional (S1) Zone to the Apartment Residential – Exception ___ (R4-E___) Zone to permit the conversion of the school to a 40 unit residential apartment building and to grant other exceptions.

And whereas Council considered Administrative Report No. CGP-000-2016 at the _____, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to amend the Town of New Liskeard Zoning By-law No. 2233 for consideration at the _____, 2016 Regular Council meeting;

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

1. That By-law No. 2233 of the former Town of New Liskeard, as amended, be further amended as follows:

Schedule Changes

- a) Schedule "A" of By-law No. 2233, as amended, is hereby further amended by rezoning the property locally known as 100 Lakeshore Road North, as shown on Schedule "1" to this By-law, from the Institutional (S1) Zone to the Apartment Residential Exception 6 (R4-E6) Zone.

Text Changes

- a) Section 8 is hereby amended by adding the following new subsection:

ZONE PROVISIONS FOR THE R4-E6 ZONE:

No person shall within any R4-E6 zone use any lot or erect, alter or use any building or structure except in accordance with Section 8 (2) and Section 3 of Zoning By-law 2233, unless otherwise provided herein:

- | | |
|---------------------------------------|------------------------------------|
| (e) Building Setback, Front (minimum) | - 4.5m (one accessory gazebo only) |
|---------------------------------------|------------------------------------|

- (h) Building Setback, Side (minima)
 - (i) apartment building - 2.9m (south side)
- (k) Apartment Dwelling Unit Area (minima) - 37m²
- (m) Play Facilities for Apartment Buildings - Not required
- (n) Play Facility Area for Apartment Buildings - Not required
- (o) Play Facility Location for Apartment Buildings - Not required
- (r) Landscaping Area (minimum) - 30%
- (t) Parking Spaces (minimum) - 1.25 for each dwelling unit,

recognizing that six (6) of the required parking spaces shall be dedicated as accessible parking spaces as defined in the City of Temiskaming Shores Traffic and Parking By-law

2. That all other provisions of By-law No. 2233 shall continue to apply.
3. That the passing of this by-law shall be subject to the provisions of the *Planning Act*.
4. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-law and schedule as may be deemed necessary after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law.

Read a first, second and third time and finally passed this 5th day of July, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

APPENDIX 4 – ENGINEERING REPORT

**Proposed Redevelopment of
Property at 101 Lakeshore Road N
New Liskeard, Ontario**

Needs Assessment Report

1. Background Information

1.1. General

Mike DaSilva (the proponent) is proposing to redevelop the property at 101 Lakeshore Road N, New Liskeard, into an apartment building.

Asfur Engineering has been retained to provide professional engineering services for assessing the sanitary sewer, water supply and storm sewer system as well as entrance sight line analysis, and to provide recommendations for problem resolution.

1.2. Project Contacts

Proponent: Mike DaSilva
PO Box 160
North Cobalt, Ontario POJ 1R0
bnsconergas@outlook.com

Design Engineer: Hani S. Asfur, Ph.D., P.Eng.
Asfur Engineering
313 Niagara Blvd. Fort Erie, Ontario L2A 3H1
hani.asfur@asfurengineering.com

1.3. Authorisation Required

For this project it is anticipated that the following approval/authorisation will be required:

City of Temiskeming Shores

1.4. Project Location

The project is located at 101 Lakeshore Road N, New Liskeard between Broadwood and Edgewood Avenues as shown on Figure 1.

The intersection of Lakeshore Road N with Broadwood Avenue is controlled by pedestrian traffic light along lakeshore Road and stop signs on Broadwood Ave,

The intersection of Lakeshore Rd with Edgewood Avenue is controlled by stop signs on Edgewood Avenue with no control on Lakeshore Road.

Figure 1: Project Location



2. Existing Conditions

2.1. Sanitary Sewer

The sanitary sewer runs from south to north and is located along the centre of the carriageway. It is Ø 200 mm with maintenance holes (manholes) before and after the property.

The sanitary service connection is Ø 150 mm.

The existing fixtures in the building and their corresponding fixture units are presented in Table 1.

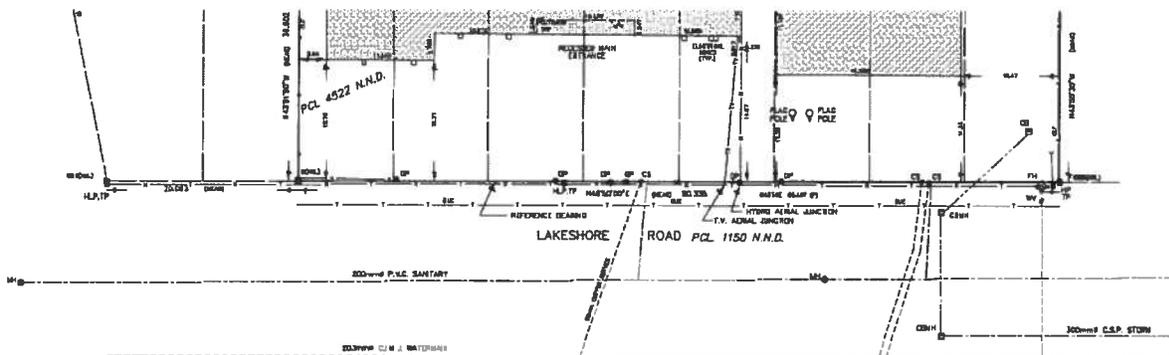
The municipal services are shown on Figure 2.

Table 1: Existing Fixtures and Hydraulic Loading

Fixture	Quantity	Hydraulic Load, Fixture Units	Total Fixture Units
Water Closet	17	4	68
Urinals	6	1.5	9
Kitchen Sink	5	1.25	6.25
Floor Drains	3	3	9
Slop Sink	2	4	8
Lavatory	13	1.25	28.75
Water Fountain	5	0.5	2.5
Shower Drain	1	2	2
Total			133.5

The maximum probable drainage rate for 133.5 fixture units is 61 gpm which is equivalent to 4.6 L/s.

Figure 2: Existing Municipal Services



2.2. Water Supply

The water main is Ø 200 mm and runs along the eastern side of the carriageway.

There are three water supply service connections to the property: one active and two inactive. The active service connection is Ø 38 mm.

The maximum probable water demand rate is considered to be equal to the maximum probable drainage rate, i.e., 4.6 L/s.

2.3. Storm Sewer

The storm sewer is located near the eastern edge of the carriageway and it commences from a catch basin on the eastern edge of the carriageway. It is Ø 300 mm and flows northwards. A second catch basin on the western side of the carriageway discharges into the eastern carriageway catch basin.

The building has a flat roof. the roof drains from the original building discharges through a \varnothing 150 mm pipe into the carriageway's western catch basin. The roof drains from the addition discharge through a second \varnothing 150 mm pipe into a catch basin at the north-eastern part of the property

The surface runoff from the grounds runs either directly onto the carriageway or to the catch basin located in the north-eastern part of the property.

The grounds catch basin discharges into the carriageway's western catch basin.

2.4. Existing Entrances

The property is surrounded by a chain-link fence with three openings along Lakeshore Road N. Two entrances are vehicular and located near the north (4.43 m wide, Plate 1) and south (10.38 m wide, Plate 2) limits of the property. The third entrance is a pedestrian one which is 1.62 m wide. Figure 3 shows the existing entrances. The posted speed limit for Lakeshore Road N near the property is 40 km/h.

Plate 1: Existing North Entrance



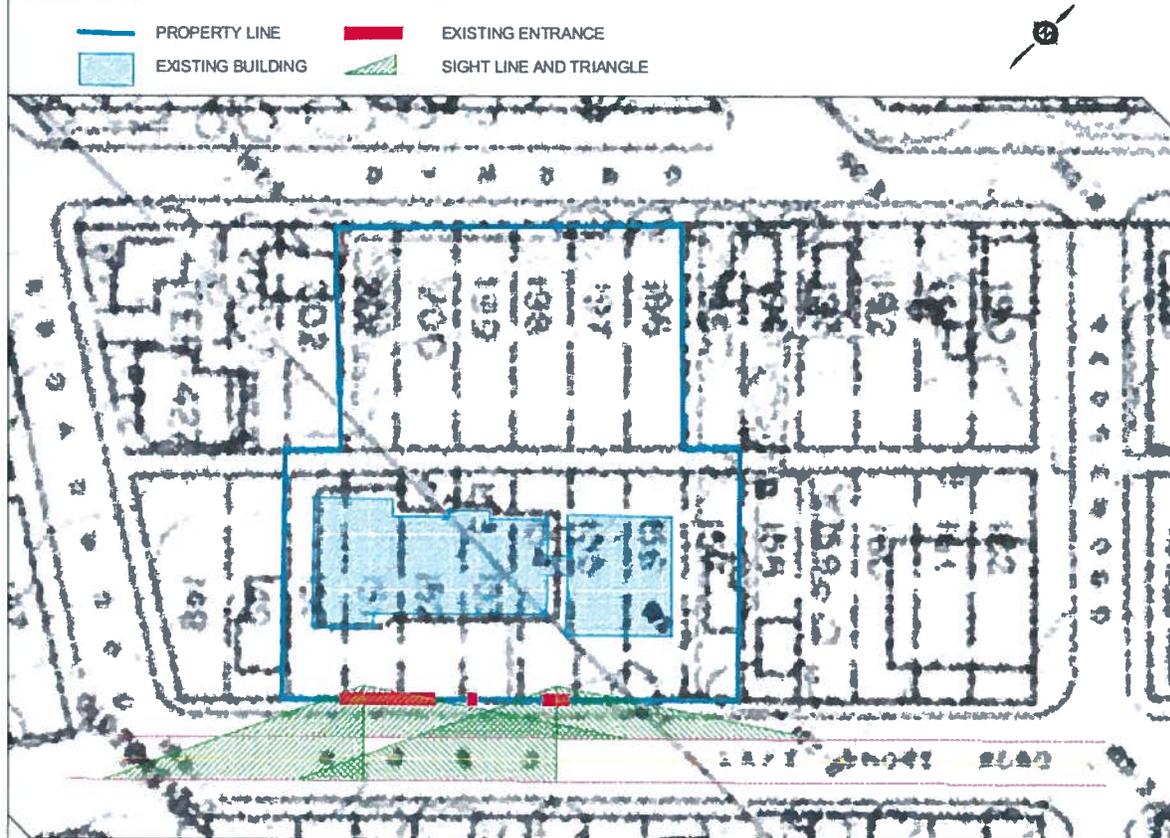
Table E3-1 of the Geometric Design Standards for Ontario Highways gives the minimum stopping sight distance (SSD) for the 40 km/hr speed limit to be 45 m. The position of the driver existing the entrance is considered to be a point 3 m away from the edge of the roadway. The average number of vehicles per day is not a factor at this posted speed limit.

The constructed sight distance triangles for the south and north entrances are shown on Figure 3.

Plate 2: Existing South Entrance



Figure 3: Existing Entrances and Sight Distance Triangles



It can be noticed that the sight distance triangle for left turn movement (heading north) from the south entrance extends to the centre of the intersection of Broadwood Avenue with

Lakeshore Road N.

3. Conditions under Proposed Redevelopment

3.1. Sanitary Components

The proposed redevelopment is 40 apartment units. The future fixtures in the building after redevelopment and their corresponding fixture units are presented in Table 2.

Table 2: Future Fixtures and Hydraulic Loading

Fixture	Quantity	Hydraulic Load, Fixture Units	Total Fixture Units
Water Closet	2	4	8
Bathroom Group	40	6	240
Kitchen Sink	40	1.25	50
Floor Drain	1	3	3
Lavatory	2	1.25	2.5
Laundry Sink	1	1.5	1.5
Laundry Washer	6	1.5	9
Total			314

The maximum probable drainage rate for 314 fixture units is 91 gpm which is equivalent to 6.9 L/s.

The existing service connection is Ø 150 mm which can accommodate, at a hydraulic gradient of 0.5%, a flow of 10.8 L/s when flowing full and 5.4 L/s when flowing half full.

3.2. Water Supply Component

The total number of fixture units under the proposed redevelopment is 314.

Table A-7.6.1.1.(1) of the Appendix of the Building Code stipulates that for this number of fixture units a Ø 50 mm water service connection would be needed to provide the required flow rate under a pressure range of 200 to 310 kPa to the farthest point in the building of about 55 m.

The existing connection is only Ø 38 mm and needs to be replaced by a Ø 50 mm water service connection.

3.3. Stormwater Component

The stormwater runoff pattern will remain the same as the existing pattern. However, the runoff rate and volume will most probably decrease due to a decrease in the impermeable area resulting from reduced front parking lot. The back parking lot and driveways will not be paved. Changes in runoff rate will be mitigated during the detailed site services design.

3.4. Entrances Component

It is anticipated that the existing playground at the back of the building will be converted into a parking lot. Although this area may be accessed from Dymond Crescent, the large difference in elevation (see Plate 3) precludes the provision of an entrance from this road.

Plate 3: Existing Playground



The northern face of the building is setback from the northern property line by 10.47 m. It is proposed to place a 6.0 m wide driveway within this space to access the proposed back parking lot.

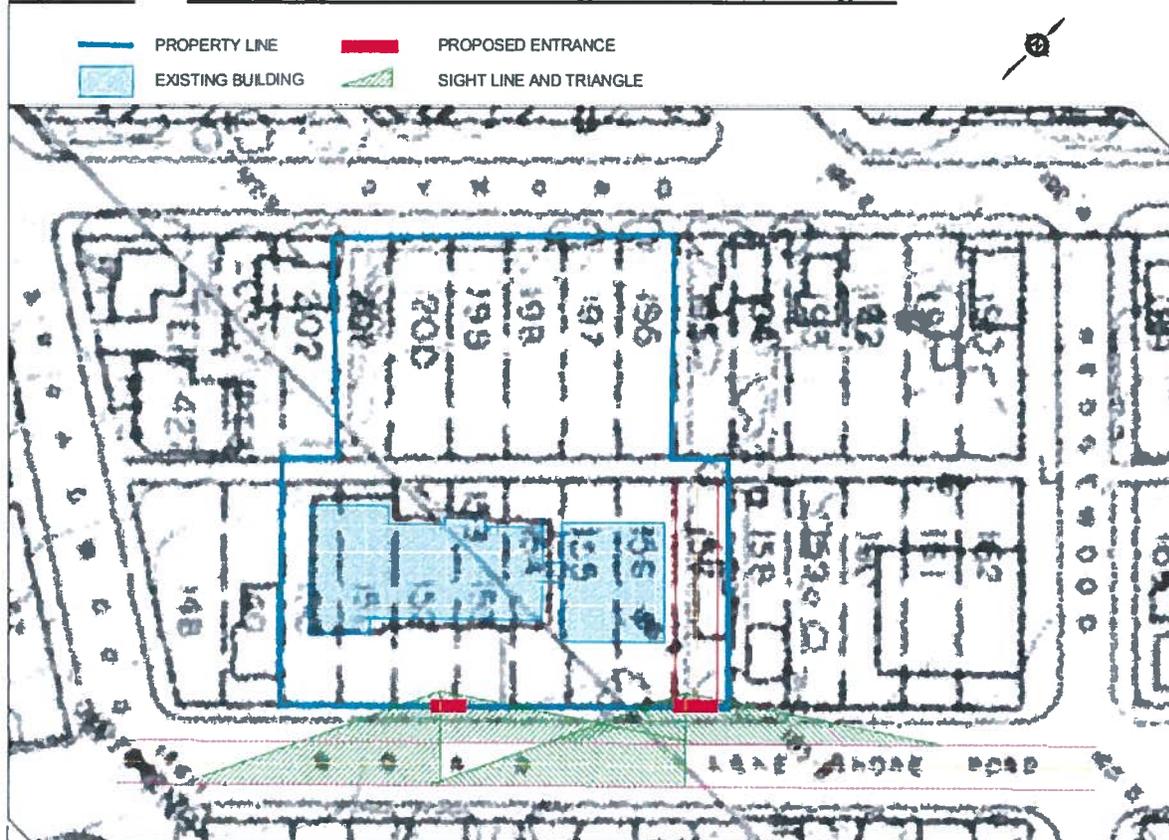
The existing northern entrance from Lakeshore Road will be extended northwards and aligned with the proposed driveway. This entrance will serve the back parking lot only.

The front parking lot will be devoted to barrier free parking only. It will be accessed through the existing southern entrance reduced to 6.0 m and moved 6.0 m northward.

Sight distance triangles for the south and north entrances have been constructed as described in Section 2.4 above. The results are shown on Figure 4.

The existing pedestrian entrance will be maintained after the redevelopment.

Figure 4: Proposed Entrances and Sight Distance Triangles



4. Conclusions

Based on my analysis of the impact of the conversion of the school to a 40-unit residential apartment building, I am of the opinion:

1. That there is sufficient municipal reserve sewage system capacity and municipal water system capacity to accommodate the proposed redevelopment.
2. That the existing sanitary service connection is sufficient for the provision to the site without any alteration.
3. That the existing water supply service connection is insufficient for the provision to the site and needs to be replaced.
4. That changes in stormwater flows will be controlled through best management practices at the design stage of development without any required improvements to municipal infrastructure.
5. That Lakeshore Road will continue to operate at a safe and efficient level of service in accommodating the projected traffic volumes arising from the redevelopment.
6. That the southern entrance be reduced to 6.0 m in width and be moved 6.0 m towards the north to ensure that an adequate sight distance from the intersect of Lakeshore Road and Broadwood Avenue is maintained

Submitted by:



Hani S. Asfur, Ph.D., P.Eng.
Asfur Engineering



The Corporation of the City of Temiskaming Shores

By-law No. 2016-000

**Being a by-law to enact a Zoning by-law Amendment to
rezone property from Institutional (S1) to Apartment
Residential Exception 6 (R4-E6) in the Town of New Liskeard
Zoning By-law 2233 - 100 Lakeshore Road North
Roll No. 54-18-010-006-032.00**

Whereas pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990 c.P. 13, as amended, the Council of a Municipality may enact by-laws to authorize the use of land, buildings or structures for any purpose set out therein that is otherwise prohibited;

And whereas By-law No. 2233 regulates the use of land and the use and erection of buildings and structures within the Town of New Liskeard, now the City of Temiskaming Shores;

And whereas an application has been filed to rezone land occupied by the former Ecole Sacre Coeur at 100 Lakeshore Road from the Institutional (S1) Zone to the Apartment Residential Exception 6 (R4-E6) Zone to permit the conversion of the existing school building to a 40 unit residential apartment building and to grant other exceptions;

And whereas Council considered Administrative Report No. CGP-013-2016 at the Regular Council meeting held on June 21, 2016 and directed staff to prepare the necessary by-law to amend the Town of New Liskeard Zoning By-law No. 2233 to change the zoning on the property from Institutional (S1) to Apartment Residential Exception (R4-E6);

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

1. That By-law No. 2233 of the former Town of New Liskeard, as amended be further amended as follows:

Schedule Changes

- a) Schedule "A" of By-law No. 2233, as amended, is hereby further amended by rezoning the property locally known as 100 Lakeshore Road North, as shown on Schedule "1" to this By-law, from the Institutional (S1) Zone to the Apartment Residential Exception 6 (R4-E6) Zone.

Text Changes

- a) Section 8 is hereby amended by adding the following new subsection:

ZONE PROVISIONS FOR THE R4-E6 ZONE:

No person shall within any R4-E6 zone use any lot or erect, alter or use any building or structure except in accordance with Section 8 (2) and Section 3 of Zoning By-law 2233, unless otherwise provided herein:

- | | |
|--|------------------------------------|
| (e) Building Setback, Front (minimum) | - 4.5m (one accessory gazebo only) |
| (h) Building Setback, Side (minima) | |
| (i) apartment building | - 2.9m (south side) |
| (k) Apartment Dwelling Unit Area (minima) | - 37m ² |
| (m) Play Facilities for Apartment Buildings | - Not required |
| (n) Play Facility Area for Apartment Buildings | - Not required |
| (o) Play Facility Location for Apartment Buildings | - Not required |
| (r) Landscaping Area (minimum) | - 30% |
| (t) Parking Spaces (minimum) | - 1.25 for each dwelling unit, |

recognizing that six (6) of the required parking spaces shall be dedicated as accessible parking spaces as defined in the City of Temiskaming Shores Traffic and Parking By-law

2. That all other provisions of By-law No. 2233 shall continue to apply.
3. That the passing of this by-law shall be subject to the provisions of the *Planning Act*.
4. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-law and schedule as may be deemed necessary after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law.

Read a first, second and third time and finally passed this 5th day of July, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

City of Temiskaming Shores



Lands to be rezoned from Institutional (S1) to Apartment Residential Exception 6 (R4-E6)

CONSOLIDATED FINANCIAL REPORT

2015

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

DISTRICT OF TIMISKAMING

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THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

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MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

The accompanying financial statements of The Corporation of the City of Temiskaming Shores are the responsibility of the City of Temiskaming Shores' management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of The Chartered Professional Accountants Canada. A summary of the significant accounting policies are described in Note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The City of Temiskaming Shores' management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by Management.

The Corporate Services Committee meets with Management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by Kemp Elliott & Blair LLP, independent external auditors appointed by the City of Temiskaming Shores. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the City of Temiskaming Shores' financial statements.

Mayor
Carman Kidd

City Manager
Chris Oslund

INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants
and Ratepayers of the Corporation
of the City of Temiskaming Shores:

We have audited the accompanying consolidated financial statements of the Corporation of the City of Temiskaming Shores, which comprise the consolidated statement of financial position as at December 31, 2015, and the consolidated statement of operations, consolidated statement of change in net financial assets (net debt) and the consolidated statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management and Council's Responsibility for the Financial Statements

Management and council are responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management and council determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the Corporation of the City of Temiskaming Shores as at December 31, 2015, and its operations, change in net financial assets (net debt) and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Kemp Elliott & Blair LLP



Licensed Public Accountants
New Liskeard, Ontario
June 9, 2016

Chartered Professional Accountants

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2015

	2015	2014
FINANCIAL ASSETS		
Cash	\$ 491,766	\$ 1,761,921
Short-term investments – note 5	3,387,711	3,354,253
Taxes receivable	811,202	796,832
Accounts receivable	3,464,121	2,310,577
Inventories for resale	2,801,875	1,708,010
Long-term receivables – note 10	59,676	71,961
	<u>11,016,351</u>	<u>10,003,554</u>
LIABILITIES		
Short-term debt – note 6	2,000,000	-
Accounts payable and accrued liabilities	5,470,225	3,012,626
Deferred revenue – other – note 7	269,640	781,940
Deferred revenue – obligatory reserve funds – note 8	390,116	1,051,398
Solid waste landfill closure and post-closure liabilities – note 9	2,120,201	2,357,244
Municipal debt – note 10	3,360,049	3,348,846
	<u>13,610,231</u>	<u>10,552,054</u>
Contingencies and commitments – note 12		
NET FINANCIAL ASSETS (NET DEBT)	(2,593,880)	(548,500)
NON-FINANCIAL ASSETS		
Tangible capital assets – note 15	66,958,731	60,314,041
Inventories of supplies	100,117	58,673
Prepaid expenses	164,895	167,095
	<u>67,223,743</u>	<u>60,539,809</u>
ACCUMULATED SURPLUS – note 11	\$ 64,629,863	\$ 59,991,309

The accompanying notes form an integral part of these financial statements.

On behalf of Council:

Mayor

Treasurer

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

CONSOLIDATED STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2015

	(Note 13) Budget 2015	Actual 2015	Actual 2014
REVENUES			
Municipal taxation	\$ 12,090,691	\$ 12,076,037	\$ 12,045,130
Water, sewer and waste diversion fees	4,056,175	4,074,853	3,861,742
Taxation from other governments	328,959	331,122	360,996
Provincial grants – operating	4,322,676	4,530,069	4,319,924
Provincial grants – capital	5,070,918	3,259,192	1,227,477
Federal grants – operating	397,500	511,946	245,255
Federal grants – capital	1,260,257	923,979	359,648
Federal gas tax	1,071,600	1,006,407	(101,953)
Charges to other municipalities	113,734	108,287	221,917
User charges	2,045,926	2,043,137	1,837,186
Investment income	151,650	152,600	209,727
Penalties and interest on taxes	145,000	159,804	163,391
Provincial Offences Act revenues	1,360,889	1,476,560	1,237,566
Other	418,050	239,750	686,030
Gain (loss) on disposal of tangible capital assets	-	38,784	(298,618)
Total revenues	<u>32,834,025</u>	<u>30,932,527</u>	<u>26,375,418</u>
EXPENDITURES			
General government	2,690,638	2,835,633	2,850,361
Protection to persons and property	4,367,255	4,661,504	4,497,590
Transportation services	6,062,451	5,770,842	5,222,143
Environmental services	5,217,878	5,450,100	5,780,954
Health services	1,791,633	1,656,351	1,662,145
Social and family services	1,321,564	1,346,815	1,387,007
Recreation and cultural services	2,961,667	3,065,569	2,989,834
Planning and development	1,398,995	1,507,159	912,978
Total expenditures	<u>25,812,081</u>	<u>26,293,973</u>	<u>25,303,012</u>
ANNUAL SURPLUS	7,021,944	4,638,554	1,072,406
Accumulated surplus, beginning of year	<u>59,991,309</u>	<u>59,991,309</u>	<u>58,918,903</u>
ACCUMULATED SURPLUS, END OF YEAR – note 11	<u>\$ 67,013,253</u>	<u>\$ 64,629,863</u>	<u>\$ 59,991,309</u>

The accompanying notes form an integral part of these financial statements

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS (NET DEBT)

FOR THE YEAR ENDED DECEMBER 31, 2015

	(Note 13) Budget 2015	Actual 2015	Actual 2014
ANNUAL SURPLUS	\$ 7,021,944	\$ 4,638,554	\$ 1,072,406
Acquisition of tangible capital assets	(13,133,309)	(9,397,548)	(4,805,326)
Amortization of tangible capital assets	2,346,907	2,748,731	2,439,928
Loss on disposal of tangible capital assets	-	(38,784)	298,618
Proceeds on sale of tangible capital assets	-	42,911	27,888
	<u>(10,786,402)</u>	<u>(6,644,690)</u>	<u>(2,038,892)</u>
Consumption of supplies inventories	-	(41,444)	32,632
Consumption (acquisition) of prepaid expenses	-	2,200	(16,411)
	<u>-</u>	<u>(39,244)</u>	<u>16,221</u>
Decrease in net financial assets (net debt)	(3,764,458)	(2,045,380)	(950,265)
Net financial assets (net debt), beginning of year	<u>(548,500)</u>	<u>(548,500)</u>	401,765
NET FINANCIAL ASSETS (NET DEBT), END OF YEAR	\$ (4,312,958)	\$ (2,593,880)	\$ (548,500)

The accompanying notes form an integral part of these financial statements

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

CONSOLIDATED STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2015

	2015	2014
Operating activities		
Annual surplus	\$ 4,638,554	\$ 1,072,406
Charges not affecting cash –		
Amortization	2,748,731	2,439,928
Gain (loss) on disposal of tangible capital assets	(38,784)	298,618
	<u>7,348,501</u>	<u>3,810,952</u>
Net change in non-cash working capital items –		
Taxes receivable	(14,370)	187,392
Accounts receivable	(1,153,544)	(990,202)
Inventories for resale	(1,093,865)	26,756
Inventories of supplies	(41,444)	32,633
Prepaid expenses	2,200	(16,411)
Accounts payable and accrued liabilities	2,457,599	423,665
Deferred revenue – other	(512,300)	(445,842)
Deferred revenue – obligatory reserve funds	(661,282)	743,291
Employee benefits payable	-	(15,568)
Solid waste landfill closure and post-closure liabilities	(237,043)	127,481
	<u>(1,254,049)</u>	<u>73,195</u>
Cash provided by operating activities	<u>6,094,452</u>	<u>3,884,147</u>
Capital activities		
Acquisition of tangible capital assets	(9,397,548)	(4,805,326)
Proceeds on sale of tangible capital assets	42,911	27,888
Cash used for capital activities	<u>(9,354,637)</u>	<u>(4,777,438)</u>
Financing activities		
Short-term debt advance	2,000,000	-
New debt issued	709,176	169,605
Debt repayments	(685,688)	(564,470)
Cash provided by (used for) financing activities	<u>2,023,488</u>	<u>(394,865)</u>
Decrease in cash	<u>(1,236,697)</u>	<u>(1,288,156)</u>
Cash, beginning of year	<u>5,116,174</u>	<u>6,404,330</u>
Cash, end of year	<u>\$ 3,879,477</u>	<u>\$ 5,116,174</u>
Represented by		
Cash	\$ 491,766	\$ 1,761,921
Short-term investments	<u>3,387,711</u>	<u>3,354,253</u>
	<u>\$ 3,879,477</u>	<u>\$ 5,116,174</u>
Supplemental cash flow information		
Interest paid	\$ 109,543	\$ 111,475

The accompanying notes form an integral part of these financial statements.

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

The Corporation of the City of Temiskaming Shores is a City in the Province of Ontario, Canada. It conducts its operations guided by the provisions of provincial statutes such as the Municipal Act 2001, Provincial Offences Act and other related legislation.

1. **Accounting Policies**

The consolidated financial statements of the Corporation of the City of Temiskaming Shores are the representation of management and council prepared in accordance with generally accepted accounting principles for local government as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants Canada as prescribed for Ontario municipalities by the Ministry of Municipal Affairs.

(a) (i) **Basis of Consolidation**

These consolidated statements reflect the assets, liabilities, operating revenues and expenditures, changes in investment in tangible capital assets, reserve funds and reserves and includes the activities of all committees of Council and the following boards, municipal enterprises and utilities which are under the control of Council:

Public Library Board	Cemetery Committee
Business Improvement Area	Police Services Board
Enterprise Temiskaming	Water Supply System
Provincial Offences Act Office – Temiskaming Shores	

All interfund assets and liabilities and sources of financing and expenditures have been eliminated.

(ii) **Other Entities**

Non-consolidated

The following local boards, joint local boards, municipal enterprises and utilities are not consolidated:

District of Timiskaming Social Services Administration Board

Timiskaming Health Unit

Although these are joint local boards they run autonomously to provide those services mandated by the province. The City has no control over these programs or their financing. These joint local boards are not proportionately consolidated. The yearly requisitions of these boards are expensed by the City in its statements (note 3).

Consolidated

Tri Town Transit System

This joint local board is a cooperative effort by two municipalities to jointly provide public transit services. The City recognizes the full cost of the operations as an expenditure, all transit fares as revenue and the other municipality's contribution as a revenue.

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

1. (a) **Accounting Policies – continued**

(iii) **Accounting for School Board Transactions**

The taxation, other revenues, expenditures, assets and liabilities with respect to the operations of the school boards are not reflected in these financial statements.

(iv) **Trust Funds**

Trust funds and their related operations administered by the City are not consolidated, but are reported separately on the Trust Funds Statement of Continuity and Statement of Financial Position.

(b) (i) **Revenue recognition**

Government transfers (provincial and federal grants)

Government transfers are transfers from senior levels of government that are not the result of an exchange transaction and are not expected to be repaid in the future. Government transfers without eligibility criteria or stipulations are recognized as revenue when the transfer is authorized. A transfer with eligibility criteria is recognized as revenue when the transfer is authorized and all eligibility criteria have been met. A transfer with or without eligibility criteria but with stipulation is recognized as revenue in the period the transfer is authorized and all eligibility criteria have been met, except where and to the extent that the transfer gives rise to an obligation that meets the definition of a liability. Government transfers that meet the definition of a liability are recognized as revenue as the liability is extinguished.

Taxation and related revenues

Property tax billings are prepared by the City based on assessment rolls issued by the Municipal Property Assessment Corporation ("MPAC"). Tax rates are established annually by Council, incorporating amounts to be raised for local services and amounts the City is required to collect on behalf of the Province of Ontario in respect of education taxes. A normal part of the assessment process is the issue of supplementary assessment rolls, which provide updated information with respect to changes in property assessment. Once a supplementary assessment roll is received, the City determines the taxes applicable and renders supplementary tax billings. Taxation revenues are recorded when they meet the definition of an asset, the tax is authorized and the taxable event has occurred. Assessments and the related property taxes are subject to appeal. Tax adjustments as a result of appeals are recorded when the results of the appeal process are known.

The City is entitled to collect interest and penalties on overdue taxes. These revenues are recorded in the period the interest and penalties are levied.

Fees, service charges and other revenue

Fees, service charges and other revenue are recognized when earned.

(ii) **Cash and cash equivalents**

Cash consists of balances held at financial institutions and all cash equivalents consist of highly liquid financial instruments.

(iii) **Inventories**

Inventories held for resale, consisting of surplus land, is recorded at the lower of cost and net realizable value. Cost includes amounts for improvements to prepare the land for sale or servicing. Inventories held for consumption are recorded at the lower of cost or replacement cost.

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

1. (b) (iv) **Tangible capital assets**

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Land improvements	20 to 30 years
Buildings	20 to 50 years
Machinery and equipment	10 to 30 years
Vehicles	5 to 15 years
Roads and sidewalks	15 to 30 years
Bridges and culverts	30 to 40 years
Water and sewer systems	30 to 50 years

Amortization is charged beginning in the month of acquisition and no amortization is charged in the year of disposal. Assets under construction are not amortized until the asset is in productive use.

The City has no capitalization threshold for land, a capitalization threshold of \$50,000 for appropriate pooled assets and \$5,000 for all other assets. Individual assets of lesser value may be capitalized if they are pooled, or because, collectively, they have significant value, or for operational purposes.

(v) **Deferred revenue – other**

The City receives certain amounts pursuant to funding agreements that may only be used in the conduct of certain programs or in the delivery of specific services and transactions. These amounts are recorded as deferred revenue and are recognized as revenue in the fiscal year the eligibility criteria has been met except when stipulations are present and to the extent that the transfer gives rise to an obligation that meets the definition of a liability.

(vi) **Deferred revenue – obligatory reserve funds**

The City receives Gas Tax funding under the authority of Federal and Provincial legislation. These funds, by their nature, are restricted in their use and until applied to specific expenses, are recorded as deferred revenue. Amounts applied to qualifying expenses are recorded as revenue in the fiscal period they are expended.

(vii) **Employee benefit plans**

The contributions to a multi-employer, defined benefit pension plan are expensed when contributions are due.

The contributions for post-employment benefits are expensed when contributions are due.

(viii) **Use of estimates**

Management has made estimates and assumptions that affect the amounts reported in preparing these financial statements. Significant areas requiring the use of management estimates relate to the determination of allowances for uncollectable taxes, tangible capital assets historical cost, estimated useful life and related amortization and landfill post-closure costs.

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

2. **Operations of School Boards**

Further to note 1(a) (iii), net municipal taxation and taxation from governments levied in 2015 on behalf of and payable to school boards totalled \$3,013,885 (2014 \$3,059,785).

3. **Contributions to Joint Boards**

Further to note 1(a) (ii), the following contributions were made by the City to these boards:

	2015	2014
Unconsolidated		
District of Timiskaming Social Services Administration Board	\$ 2,313,964	\$ 2,368,803
Timiskaming Health Unit	438,697	445,120
Cochrane/Timiskaming Waste Management Board	-	111,228
	<u>2,752,661</u>	<u>2,925,151</u>
Consolidated		
Tri Town Transit System	<u>192,226</u>	<u>199,703</u>
	<u>\$ 2,944,887</u>	<u>\$ 3,124,854</u>

4. **Trust Funds**

Trust funds administered by the City amounting to \$490,387 (2014 \$468,570) have not been included in the Consolidated Statement of Financial Position nor have their operations been included in the Consolidated Statement of Operations.

5. **Short-term investments**

The short-term investments of \$3,387,711 (2014 \$3,354,253) are classified as held for trading due to their short-term nature and are recorded at market value.

6. **Short-term debt**

The City has an operating line loan agreement with its financial institution. There is a \$2,000,000 Operating line credit limit with interest at Prime minus 0.25%; a \$2,000,000 Revolving term line/lease at Prime and a Visa Business Card authorized up to \$750,000. The operating line is utilized from time to time to cover temporary cash shortfalls that may occur during the year.

As at December 31, 2015, the outstanding balance of the operating line was \$2,000,000 (2014 \$nil).

7. **Deferred revenue – other**

Deferred revenue, set aside for specific purposes by legislation, regulation or agreement as at December 31st is comprised of:

	2015	2014
FedNor – Dymond Industrial Park	\$ -	\$ 494,184
Ministry of Health – Healthy Kids Community Challenge	60,051	-
Timiskaming Health Unit	24,375	-
FedNor – PDAC conference	110,706	184,591
MTCS – Cultural plan	21,410	71,515
Enterprise Temiskaming	21,812	22,150
Other	<u>31,286</u>	<u>9,500</u>
	<u>\$ 269,640</u>	<u>\$ 781,940</u>

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

8. **Deferred revenue – obligatory reserve funds**

Deferred revenue – obligatory reserve funds consist of the following:

	2015	2014
Provincial Gas Tax	\$ -	\$ 263,238
Federal Gas Tax	390,116	788,160
	<u>\$ 390,116</u>	<u>\$ 1,051,398</u>

9. **Solid waste landfill closure and post-closure liabilities**

The City owns and operates one active and one inactive landfill site. The liability for closure and post-closure of the landfill sites has been recognized using the present value of the estimated closure and post-closure costs, based upon the usage of the site's capacity. The total capacity of the Haileybury site is 452,080 cubic metres. The approximate area that has been landfilled is 413,394 cubic metres, leaving an estimated remaining capacity of 38,686 cubic metres. The estimated life of the landfill site is 4.5 years and post-closure care is estimated to be required for 25 years from the date of site closure. The total capacity of the New Liskeard site is 85,000 cubic metres. The approximate area that has been landfilled is 85,000 cubic metres, leaving no remaining capacity. The estimated life of the landfill site before closure costs will have to be incurred is 4 years and post-closure care is estimated to be required for 25 years from the date of site closure.

The discount factor used is 2.78% net of inflation of 1.5%. The liability as at December 31, 2015 is \$2,120,201 (2014 \$2,357,244). Estimated expenditures for closure and post-closure care are \$2,980,619. The liability remaining to be recognized is \$860,418.

The City has a reserve fund of \$1,279,831 for the Haileybury landfill site.

10. (a) **Tile Drainage Loans**

The municipality is liable for long-term liabilities with respect to tile drainage loans in the former Township of Dymond for which the responsibility for the payment of principal and interest has been assumed by specific ratepayers. The total amount outstanding as at December 31, 2015 is \$59,676 (2014 \$71,961) and is reflected as Municipal Debt and Long-term Receivables on the Consolidated Statement of Financial Position.

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

10. (b) Net Long-term Liabilities

The balance of the net long-term liabilities reported on the Statement of Financial Position is made up of the following:

	2015	2014
Ontario Infrastructure Projects Corporation (OIPC) debenture, repayable in semi-annual payments of \$73,279.12 including interest at 2.34%, maturing June 2018.	\$ 353,878	\$ 489,766
Canada Mortgage and Housing Corporation (CMHC) debenture, repayable in annual payments of \$107,411.34 including interest at 3.97%, maturing December 2024.	799,732	872,505
Canada Mortgage and Housing Corporation (CMHC) debenture, repayable in annual payments of \$87,381.73 including interest at 3.59%, maturing December 2025.	723,434	782,716
Canada Mortgage and Housing Corporation (CMHC) debenture, repayable in annual payments of \$28,748.50 including interest at 3.42%, maturing September 2025.	240,057	259,916
Ontario Infrastructure and Lands Corporation (OILC) debenture, repayable in semi-annual payments of \$134,127.28 principal plus interest at 2.22%, maturing April 2017.	402,382	670,636
Scotia Capital Lease, repayable in monthly payments of \$2,952.45 plus HST, including interest at 3%, maturing in August 2019.	126,634	158,674
Scotia Capital Lease, repayable in monthly payments of \$6,031.11 plus HST, including interest at 2.7%, maturing in May 2020.	307,898	-
Scotia Capital Lease, repayable in monthly payments of \$6,354.85 plus HST, including interest at 2.7%, maturing in September 2020.	346,358	-
Lease/purchase agreement for the Cow/Chamber of Commerce property in the former Township of Dymond, bearing no interest, repayable in annual principal payments of \$6,096. This loan was paid out during the year.	-	42,672
	3,300,373	3,276,885
Tile drainage amounts	59,676	71,961
Total municipal debt	<u>\$ 3,360,049</u>	<u>\$ 3,348,846</u>

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

10. (b) **Net Long-term Liabilities – continued**

Principal repayments due in the next five years are as follows:

	From Benefitting Landowners	From General Municipal Revenues	Total
2016	\$ 13,023	\$ 735,434	\$ 748,457
2017	11,780	614,370	626,150
2018	9,456	420,447	429,903
2019	10,024	346,134	356,158
2020	10,625	270,195	280,820
Thereafter	4,768	913,793	918,561
	<u>\$ 59,676</u>	<u>\$ 3,300,373</u>	<u>\$ 3,360,049</u>

The long-term liabilities were approved by by-law. The annual principal and interest payments required to service these liabilities are within the annual debt repayment limit prescribed by the Ministry of Municipal Affairs.

In 2015, interest expense of \$109,543 (2014 \$111,475) has been reflected in the Consolidated Statement of Operations.

11. **Accumulated surplus**

The accumulated surplus is made up of the following:

	2015	2014
Reserves, surpluses and deficits		
Working capital reserve – general	\$ 1,154,872	\$ 833,621
Working capital reserve – environmental	450,736	2,036,698
Working capital reserve – business improvement area	35,586	29,570
Election expenses reserve	7,951	451
Cemetery reserve	9,308	-
Doctor recruitment reserve	31,607	28,080
Recreation programs and facilities reserve	23,291	24,138
Great West Life ASO reserve	50,000	50,000
Insurance deductible reserve	27,803	27,803
Transit reserve	89,718	90,073
PDAC reserve	53,396	-
Solid waste landfill reserve	1,279,831	1,416,389
Long-term debt retirement reserve	-	32,101
Amounts to be recovered	(4,682,347)	(4,923,517)
General municipal surplus	78,998	93,026
Capital deficit	<u>(1,204,630)</u>	<u>(286,933)</u>
	<u>(2,593,880)</u>	<u>(548,500)</u>
Non-financial assets		
Tangible capital assets	66,958,731	60,314,041
Inventories of supplies	100,117	58,673
Prepaid expenses	164,895	167,095
	<u>67,223,743</u>	<u>60,539,809</u>
	<u>\$ 64,629,863</u>	<u>\$ 59,991,309</u>

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

11. **Accumulated surplus – continued**

Reserves represent an appropriation of surplus for a specific purpose, determined by council, are non-statutory and subject to change by council at any time.

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenditures, provides the Change in Net Financial Assets (Net Debt) for the year.

12. **Contingent liabilities and commitments**

Non-consolidated entities

The City is contingently liable for the deficits and long-term debt of the non-consolidated entities.

Ontario Municipal Employees Retirement Fund

All permanent, full-time employees of the City are eligible to be members of the Ontario Municipal Employees Retirement System (“OMERS”), a multi-employer pension plan. The plan provides defined pension benefits to employees based on their length of service and rates of pay. The City’s contributions equal the employee contributions to the plan. During the year ended December 31, 2015, the City contributed \$424,638 (2014 \$405,189) to the plan. As this is a multi-employer pension plan, the contributions by the City are recognized as an expenditure. No pension liability for this type of plan is recognized in the City’s financial statements. As of December 31, 2015 OMERS had a funding deficit of \$7 billion (2014 \$7.1 billion) and Net Assets Available for Benefits of \$77.2 billion (2014 \$72.1 billion).

Post-employment Benefits

City employees retiring do not receive any retirement allowance that either vests or accrues over the period of employment. Sick benefits, other than amounts that were carried over on amalgamation, do not accrue and are not vested. The City recognizes the expenses for sick time when the event obliges the City to pay. No other post-employment benefits are payable by the City.

13. **Budgeting**

The City budgets to determine an appropriate tax rate based on all revenues, including proceeds on long-term debt, and all expenditures, including debt principal payments and the acquisition of tangible capital assets, but do not include amortization. The City reconciles this tax levy budget to the budget in accordance with Public Sector Accounting Standards.

	2015	2014
Tax levy budget deficit for the year – as below	\$ (2,388,366)	\$ (472,457)
Add: Capital expenditures	13,133,309	5,893,640
Debt repayments	774,461	596,213
Less: Estimated amortization	(2,346,907)	(2,061,917)
New debt issued	(2,150,553)	(1,433,850)
	<hr/>	<hr/>
Budget surplus per Consolidated Statement of Operations	<u>\$ 7,021,944</u>	<u>\$ 2,521,629</u>

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

13. Budgeting – continued

	Budget 2015	Actual 2015	Actual 2014
REVENUES			
Operating			
Municipal taxation	\$ 12,090,691	\$ 12,076,037	\$ 12,045,130
Water, sewer and waste diversion fees	4,056,175	4,074,853	3,861,742
Taxation from other governments	328,959	331,122	360,996
Provincial grants	4,322,676	4,530,069	4,319,924
Federal grants	397,500	511,946	245,255
Charges to other municipalities	113,734	108,287	89,363
User charges	2,045,926	2,043,137	1,837,186
Investment income	151,650	152,600	209,727
Penalties and interest on taxes	145,000	159,804	163,391
Provincial Offences Act revenues	1,360,889	1,476,560	1,237,566
Other	418,050	239,750	686,030
Proceeds on disposal of tangible capital assets	-	42,911	27,888
	<u>25,431,250</u>	<u>25,747,076</u>	<u>25,084,198</u>
Capital			
Provincial grants	5,070,918	3,259,192	1,227,477
Federal grants	1,260,257	923,979	359,648
Federal gas tax	1,071,600	1,006,407	(101,953)
Charges to other municipalities	-	-	132,554
	<u>7,402,775</u>	<u>5,189,578</u>	<u>1,617,726</u>
New debt issued	<u>2,150,553</u>	<u>709,176</u>	<u>169,605</u>
Total revenues	<u>34,984,578</u>	<u>31,645,830</u>	<u>26,871,529</u>
EXPENDITURES			
Operating			
General government	2,549,933	2,665,215	2,722,671
Protection to persons and property	4,247,595	4,534,774	4,372,290
Transportation services	5,339,037	4,873,283	4,417,545
Environmental services	4,254,845	4,415,792	4,804,872
Health services	1,783,528	1,648,529	1,654,040
Social and family services	1,321,564	1,346,815	1,387,007
Recreation and cultural services	2,573,270	2,592,919	2,575,456
Planning and development	1,395,402	1,507,159	912,978
	<u>23,465,174</u>	<u>23,584,486</u>	<u>22,846,859</u>
Capital expenditures	13,133,309	9,397,548	4,805,326
Long-term debt repayments	774,461	685,688	564,470
Total expenditures	<u>37,372,944</u>	<u>33,667,722</u>	<u>28,216,655</u>
Deficit, tax levy budget base	<u>\$ (2,388,366)</u>	<u>\$ (2,021,892)</u>	<u>\$ (1,345,126)</u>
Financed by			
Transfer from reserves	\$ 2,388,366	\$ 2,021,892	\$ 1,345,126

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

14. **Segmented information**

The Corporation of the City of Temiskaming Shores is a diversified municipal government institution that provides a wide range of services to its citizens, including General Government Services, Protection Services, Transportation Services, Environmental Services, Health Services, Social and Family Services, Recreational and Cultural Services and Planning and Development Services. Service areas were created for the purpose of recording specific activities to attain certain objectives in accordance with regulations, restrictions or limitations.

Municipal Services are provided by departments and their activities are reported in these Service Areas. Departments disclosed in the Segmented Information, along with the services they provide, are as follows:

General Government Services

The Departments within General Government Services are responsible for adopting bylaws; adopting administrative policy; levying taxes; acquiring, disposing and managing Municipal assets; ensuring effective financial management; monitoring performance and ensuring that high quality Municipal Service standards are met.

Protection Services

Services provided in this segment include the enforcement of laws, prevention of crime, and maintenance of peace, order, and security by protecting life, property and the environment through the provision of emergency response, thus ensuring safe homes and safe communities.

Transportation Services

The Public Works department is responsible for the delivery of municipal public works services related to planning, design, construction, cleaning, repair, snow removal and signage of roadway systems.

Environmental Services

The environmental services include water and sewer services as well as garbage and recycling services. Water and Sewer services include the operation and distribution of water and networking sewer mains, storm sewers and pump stations.

The Garbage and Recycling Services Group are responsible for the delivery of municipal services including garbage collection and recycling.

Health Services

The City funds a range of public health services through the Health Unit and provides cemetery services.

Social and Family Services

The services are provided indirectly by the City through the District Social Services Administration Board and include family and children's services and housing services.

Recreation and Cultural Services

The Department is responsible for providing, facilitating the development of, and maintaining high quality parks, recreational facilities, and cultural services.

Planning and Development

The Planning and Development Department is responsible for preparing land use plans, bylaws and policies for sustainable development of the City and for reviewing and approving new development, as well as maintaining drainage systems.

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

14. Segmented information – continued

	General Government Services	Protection Services	Transportation Services	Environmental Services	Health Services	Social and Family Services	Recreation and Cultural Services	Planning and Development	Total 2015	Total 2014
REVENUES										
Municipal taxation	\$ 12,076,037	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,076,037	\$ 12,045,130
Water, sewer and waste diversion fees	-	-	-	4,074,853	-	-	-	-	4,074,853	3,861,742
Taxation from other governments	331,122	-	-	-	-	-	-	-	331,122	360,996
Provincial grants – operating	3,743,100	100,550	153,409	72,653	33,699	25,251	66,538	334,869	4,530,069	4,319,924
Provincial grants – capital	-	-	361,689	2,310,138	-	-	587,365	-	3,259,192	1,227,477
Federal grants – operating	-	-	4,805	-	-	-	-	507,141	511,946	245,255
Federal grants – capital	-	-	286,614	-	-	-	637,365	-	923,979	359,648
Federal gas tax	-	-	1,006,407	-	-	-	-	-	1,006,407	(101,953)
Charges to other municipalities	-	31,800	25,350	35,470	-	-	9,742	5,925	108,287	221,917
User charges	73,199	126,955	344,924	229,047	248,441	-	799,430	221,141	2,043,137	1,837,186
Investment income	152,600	-	-	-	-	-	-	-	152,600	209,727
Penalties and interest on taxes	159,804	-	-	-	-	-	-	-	159,804	163,391
Provincial Offences Act revenues	-	1,476,560	-	-	-	-	-	-	1,476,560	1,237,566
Other	52,842	24,271	9,078	1,098	1,961	-	56,500	94,000	239,750	686,030
Gain (loss) on disposal of tangible capital assets	38,784	-	-	-	-	-	-	-	38,784	(298,618)
Total revenues	16,627,488	1,760,136	2,192,276	6,723,259	284,101	25,251	2,156,940	1,163,076	30,932,527	26,375,418
EXPENDITURES										
Wages and benefits	1,576,326	852,275	1,688,358	529,265	86,705	22,103	1,590,058	341,111	6,686,201	6,624,800
Long-term interest	740	9,764	30,152	66,220	-	-	2,667	-	109,543	111,475
Materials	492,354	196,850	2,254,763	1,558,741	104,520	3,148	954,366	864,640	6,429,382	6,390,400
Contracted services	587,068	2,705,022	849,730	2,261,566	26,208	-	33,604	300,908	6,764,106	6,260,103
Rents and financial expenses	10,927	15,681	8,836	-	-	-	12,224	-	47,668	59,011
External transfers	-	755,182	-	-	1,431,096	1,321,564	-	500	3,508,342	3,417,302
Amortization	168,218	126,730	939,003	1,034,308	7,822	-	472,650	-	2,748,731	2,439,921
Total expenditures	2,835,633	4,661,504	5,770,842	5,450,100	1,656,351	1,346,815	3,065,569	1,507,159	26,293,973	25,303,012
Annual surplus (deficit)	\$ 13,791,855	\$ (2,901,368)	\$ (3,578,566)	\$ 1,273,159	\$ (1,372,250)	\$ (1,321,564)	\$ (908,629)	\$ (344,083)	\$ 4,638,554	\$ 1,072,406

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

15. Schedule of tangible capital assets

	Opening Cost Dec 31, 2014	Additions	Disposals	Ending Cost Dec 31, 2015	Opening Accumulated Amortization Dec 31, 2014	Current Amortization	Disposals	Ending Accumulated Amortization Dec 31, 2015	Net Dec 31, 2015
General									
Land	\$ 1,158,516	\$ -	\$ -	\$ 1,158,516	\$ -	\$ -	\$ -	\$ -	\$ 1,158,516
Land improvements	5,106,839	1,386,841	-	6,493,680	2,885,519	200,934	-	3,086,453	3,407,227
Buildings	16,384,247	1,469,153	-	17,853,400	5,552,726	350,268	-	5,902,994	11,950,406
Machinery and equipment	4,516,669	106,718	6,004	4,617,383	2,618,424	257,442	4,353	2,871,513	1,745,870
Vehicles	4,121,550	1,627,081	436,544	5,312,087	2,619,527	321,704	434,627	2,506,604	2,805,483
Construction in progress	1,322,741	183,930	993,263	513,408	-	-	-	-	513,408
Infrastructure									
Roads and sidewalks	22,696,463	2,745,216	184,744	25,256,935	18,176,635	444,260	184,744	18,436,151	6,820,784
Bridges and culverts	8,161,200	111,936	120,719	8,152,417	5,829,622	164,820	120,719	5,873,723	2,278,694
Water and sewer systems	45,882,938	1,122,140	10,265	46,994,813	15,020,815	1,009,303	9,706	16,020,412	30,974,401
Construction in progress	3,666,146	4,346,591	2,708,795	5,303,942	-	-	-	-	5,303,942
Total	\$ 113,017,309	\$ 13,099,606	\$ 4,460,334	\$ 121,656,581	\$ 52,703,268	\$ 2,748,731	\$ 754,149	\$ 54,697,850	\$ 66,958,731

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

15. **Schedule of tangible capital assets – continued**

	Opening Cost Dec 31, 2013	Additions	Disposals	Ending Cost Dec 31, 2014	Opening Accumulated Amortization Dec 31, 2013	Current Amortization	Disposals	Ending Accumulated Amortization Dec 31, 2014	Net Dec 31, 2014
General									
Land	\$ 1,158,660	\$ 2	\$ 146	\$ 1,158,516	\$ -	\$ -	\$ -	\$ -	\$ 1,158,516
Land improvements	4,785,247	583,617	262,025	5,106,839	2,799,622	157,928	72,031	2,885,519	2,221,320
Buildings	15,235,404	1,172,513	23,670	16,384,247	5,253,999	313,244	14,517	5,552,726	10,831,521
Machinery and equipment	4,549,710	338,953	371,994	4,516,669	2,604,828	229,585	215,989	2,618,424	1,898,245
Vehicles	4,272,858	39,541	190,849	4,121,550	2,478,018	292,817	151,308	2,619,527	1,502,023
Construction in progress	1,385,289	1,014,414	1,076,962	1,322,741	-	-	-	-	1,322,741
Infrastructure									
Roads and sidewalks	21,028,299	1,865,932	197,768	22,696,463	18,060,362	314,041	197,768	18,176,635	4,519,828
Bridges and culverts	8,161,200	-	-	8,161,200	5,665,735	163,887	-	5,829,622	2,331,578
Water and sewer systems	43,342,899	2,721,909	181,870	45,882,938	14,219,594	968,426	167,205	15,020,815	30,862,123
Construction in progress	5,437,740	1,237,576	3,009,170	3,666,146	-	-	-	-	3,666,146
Total	\$ 109,357,306	\$ 8,974,457	\$ 5,314,454	\$ 113,017,309	\$ 51,082,158	\$ 2,439,928	\$ 818,818	\$ 52,703,268	\$ 60,314,041

NOTICE TO READER

To the Members of Council, Inhabitants
and Ratepayers of the Corporation
of the CITY OF TEMISKAMING SHORES:

On the basis of information provided by management, we have compiled the statement of financial position of the Trust Funds of the Corporation of the City of Temiskaming Shores as at December 31, 2015 and the statement of continuity for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Kemp Elliott & Blair LLP



Licensed Public Accountants
New Liskeard, Ontario
June 9, 2016

Chartered Professional Accountants

(Unaudited – See Notice to Reader)

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES**TRUST FUNDS****STATEMENT OF FINANCIAL POSITION****AS AT DECEMBER 31, 2015**

	Cemetery Care and Maintenance	Library May Ball	2015 Total	2014 Total
FINANCIAL ASSETS				
Cash	\$ -	\$ 7,178	\$ 7,178	\$ 10,473
Investments - note 2	247,197	234,121	481,318	456,245
Due from City	8,150	-	8,150	1,851
	<u>\$ 255,347</u>	<u>\$ 241,299</u>	<u>\$ 496,646</u>	<u>\$ 468,569</u>
LIABILITIES AND FUND EQUITY				
Deferred revenue	\$ -	\$ 6,259	\$ 6,259	\$ -
Trust balance	255,347	235,040	490,387	468,569
	<u>\$ 255,347</u>	<u>\$ 241,299</u>	<u>\$ 496,646</u>	<u>\$ 468,569</u>

STATEMENT OF CONTINUITY**FOR THE YEAR ENDED DECEMBER 31, 2015**

Trust balance, beginning of year	\$ 247,237	\$ 221,332	\$ 468,569	\$ 472,022
Revenues				
Sale of plots	8,110	-	8,110	6,488
Interest earned/loss on investment	-	34,039	34,039	(29)
	<u>8,110</u>	<u>34,039</u>	<u>42,149</u>	<u>6,459</u>
Expenditures				
Transfer to own funds	-	20,331	20,331	9,912
Trust balance, end of year	<u>\$ 255,347</u>	<u>\$ 235,040</u>	<u>\$ 490,387</u>	<u>\$ 468,569</u>

The accompanying notes form an integral part of these financial statements.

(Unaudited – See Notice to Reader)

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

TRUST FUNDS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

1. **Accounting Policy**
Trust fund activities are recorded on the cash basis of accounting with the exception of amounts due to or from the City.
2. **Investments**
The total investments of \$481,318 (2014 \$456,245) reported on the trust statement of financial position at cost, have a market value of \$481,318 (2014 \$456,245).
3. Interest earned by the Cemetery Care and Maintenance fund is transferred directly to the City and is not reflected on these statements.

INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants
and Ratepayers of the Corporation
of the City of Temiskaming Shores:

We have audited the accompanying financial statements of the Temiskaming Shores Public Library Board, which comprise the statement of financial position as at December 31, 2015, and the statements of operations, change in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management and Council's Responsibility for the Financial Statements

Management and council are responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management and council determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Temiskaming Shores Public Library Board as at December 31, 2015, and its operations, change in net financial assets and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Licensed Public Accountants
New Liskeard, Ontario
June 9, 2016

Kemp Elliott & Blair LLP

Kemp Elliott & Blair LLP

Chartered Professional Accountants

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

TEMISKAMING SHORES PUBLIC LIBRARY BOARD

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2015

	2015	2014
FINANCIAL ASSETS		
Petty cash	\$ 200	\$ 200
Investments	918	820
	<u>1,118</u>	<u>1,020</u>
NET FINANCIAL ASSETS	1,118	1,020
NON-FINANCIAL ASSETS		
Tangible capital assets – note 3	<u>138,266</u>	<u>61,492</u>
ACCUMULATED SURPLUS – note 2	<u>\$ 139,384</u>	<u>\$ 62,512</u>

The accompanying notes form an integral part of these financial statements.

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

TEMISKAMING SHORES PUBLIC LIBRARY BOARD

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2015

	Budget 2015	Actual 2015	Actual 2014
REVENUES			
Provincial grants	\$ 28,734	\$ 40,707	\$ 36,555
Own municipal grant	463,741	462,022	407,587
Other municipal grants	9,764	9,042	11,248
Fees and fines	9,600	9,972	10,968
Other	25,978	25,097	18,975
Total revenues	537,817	546,840	485,333
EXPENDITURES			
Salaries and benefits	350,699	357,905	393,072
Collection development and maintenance	61,478	58,602	46,634
Utilities	20,000	18,054	19,843
Office and supplies	10,900	20,311	11,450
Telephone	3,840	2,884	3,194
Miscellaneous	7,500	4,018	4,960
Training and travel	5,400	4,313	3,339
Amortization	2,574	3,881	4,332
Total expenditures	462,391	469,968	486,824
ANNUAL SURPLUS (DEFICIT)	75,426	76,872	(1,491)
Accumulated surplus, beginning of year	62,512	62,512	64,003
ACCUMULATED SURPLUS, END OF YEAR – note 2	\$ 137,938	\$ 139,384	\$ 62,512

The accompanying notes form an integral part of these financial statements.

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

TEMISKAMING SHORES PUBLIC LIBRARY BOARD

STATEMENT OF CHANGE IN NET FINANCIAL ASSETS

FOR THE YEAR ENDED DECEMBER 31, 2015

	Budget 2015	Actual 2015	Actual 2014
ANNUAL SURPLUS (DEFICIT)	\$ 75,426	\$ 76,872	\$ (1,491)
Acquisition of tangible capital assets	(78,000)	(80,655)	(8,789)
Amortization of tangible capital assets	2,574	3,881	10,192
Increase (decrease) in net financial assets	-	98	(88)
Net financial assets, beginning of year	1,020	1,020	1,108
NET FINANCIAL ASSETS, END OF YEAR	\$ 1,020	\$ 1,118	\$ 1,020

The accompanying notes form an integral part of these financial statements.

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

TEMISKAMING SHORES PUBLIC LIBRARY BOARD

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2015

	2015	2014
Operating activities		
Annual surplus (deficit)	\$ 76,872	\$ (1,491)
Charges not affecting cash – Amortization	3,881	10,192
	<u>80,753</u>	<u>8,701</u>
Cash provided by operating activities	<u>80,753</u>	<u>8,701</u>
Capital activities		
Acquisition of tangible capital assets	<u>(80,655)</u>	<u>(8,789)</u>
Cash used for capital activities	<u>(80,655)</u>	<u>(8,789)</u>
Increase (decrease) in cash	98	(88)
Cash, beginning of year	<u>1,020</u>	<u>1,108</u>
Cash, end of year	<u>\$ 1,118</u>	<u>\$ 1,020</u>
Represented by		
Petty cash	\$ 200	\$ 200
Investments	<u>918</u>	<u>820</u>
	<u>\$ 1,118</u>	<u>\$ 1,020</u>

The accompanying notes form an integral part of these financial statements.

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

TEMISKAMING SHORES PUBLIC LIBRARY BOARD

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

1. **Significant accounting policies**

(a) **Revenue recognition**

Revenues are recognized as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(b) **Tangible capital assets**

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over their estimated useful lives as follows:

Buildings	50 years
Equipment	10 years

Amortization is charged on a monthly basis beginning in the month of acquisition. Assets under construction are not amortized until the asset is in productive use.

2. **Accumulated surplus**

The accumulated surplus is made up of the following:

	<u>2015</u>		<u>2014</u>
Operational surplus	\$ 1,118	\$	1,020
Non-financial assets			
Tangible capital assets	<u>138,266</u>		<u>61,492</u>
	<u>\$ 139,384</u>	<u>\$</u>	<u>62,512</u>

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year, and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the Change in Net Financial Assets for the year.

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

TEMISKAMING SHORES PUBLIC LIBRARY BOARD

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2015

3. Schedule of tangible capital assets

	Opening Cost Dec 31, 2014	Additions	Ending Cost Dec 31, 2015	Opening Accumulated Amortization Dec 31, 2014	Current Amortization	Amortization Adjustment	Ending Accumulated Amortization Dec 31, 2015	Net Dec 31, 2015
Land	\$ 2,685	\$ -	\$ 2,685	\$ -	\$ -	\$ -	\$ -	\$ 2,685
Buildings	82,039	80,655	162,694	27,457	1,352	-	28,809	133,885
Machinery and equipment	22,360	-	22,360	18,135	2,529	-	20,664	1,696
Total	\$ 107,084	\$ 80,655	\$ 187,739	\$ 45,592	\$ 3,881	\$ -	\$ 49,473	\$ 138,266

	Opening Cost Dec 31, 2013	Additions	Ending Cost Dec 31, 2014	Opening Accumulated Amortization Dec 31, 2013	Current Amortization	Amortization Adjustment	Ending Accumulated Amortization Dec 31, 2014	Net Dec 31, 2014
Land	\$ 2,685	\$ -	\$ 2,685	\$ -	\$ -	\$ -	\$ -	\$ 2,685
Buildings	82,039	-	82,039	26,240	1,217	-	27,457	54,582
Machinery and equipment	13,571	8,789	22,360	9,160	3,115	5,860	18,135	4,225
Total	\$ 98,295	\$ 8,789	\$ 107,084	\$ 35,400	\$ 4,332	\$ 5,860	\$ 45,592	\$ 61,492

INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants
and Ratepayers of the Corporation
of the City of Temiskaming Shores:

We have audited the accompanying financial statements of the Corporation of the City of Temiskaming Shores Business Improvement Area, which comprise the statement of financial position as at December 31, 2015, and the statement of operations for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management and Council's Responsibility for the Financial Statements

Management and council are responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management and council determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Corporation of the City of Temiskaming Shores Business Improvement Area as at December 31, 2015, and its operations for the year then ended in accordance with Canadian public sector accounting standards.

Kemp Elliott & Blair LLP



Chartered Professional Accountants

Licensed Public Accountants
New Liskeard, Ontario
June 9, 2016

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

BUSINESS IMPROVEMENT AREA

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2015

	2015	2014
FINANCIAL ASSETS		
Due from own municipality	\$ 35,585	\$ 29,570
NET FINANCIAL ASSETS AND ACCUMULATED SURPLUS	\$ 35,585	\$ 29,570

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2015

	Budget 2015	Actual 2015	Actual 2014
REVENUES			
Taxation	\$ -	\$ 31,727	\$ 31,441
Federal grant	-	15,702	-
Other	-	1,925	7,520
Total revenues	-	49,354	38,961
EXPENDITURES			
Salaries, wages and employee benefits	-	18,321	8,742
Materials, supplies and services	-	2,567	19,677
Advertising and promotion	-	21,951	19,369
External transfers	-	500	-
Total expenditures	-	43,339	47,788
ANNUAL SURPLUS (DEFICIT)	-	6,015	(8,827)
Accumulated surplus, beginning of year	29,570	29,570	38,397
ACCUMULATED SURPLUS, END OF YEAR	\$ 29,570	\$ 35,585	\$ 29,570

NOTES TO THE FINANCIAL STATEMENTS

1. **Revenue recognition**

Revenues are recognized as they become available and measurable; expenditures are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

2. **Cash flows and change in net financial assets**

Required cash flow information is readily available from the Statement of Operations. The Business Improvement Area has no tangible capital assets, so the Statement of Change in net financial assets has not been included since the Annual Surplus reported on the Statement of Operations reflects the change in Net Financial Assets for the year.

INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants
and Ratepayers of the Corporation
of the CITY OF TEMISKAMING SHORES

We have audited the accompanying financial statements of the Provincial Offences Act Office – The Corporation of the City of Temiskaming Shores, which comprise the statement of financial position as at December 31, 2015 and the statements of operations and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Basis for Qualified Opinion

The financial records of The Corporation of the City of Temiskaming Shores Court Service Area are maintained and generated by the ICON system, maintained by the Province of Ontario. The scope of our audit did not include a review over the controls of this system nor was a service auditor's report made available to us.

Included in the revenue for the year ended December 31, 2015 are revenues of \$216,494 received on behalf of The Corporation of the City of Temiskaming Shores Court Service Area by other courts located throughout the Province of Ontario. The scope of our audit did not include a review of the systems or controls over cash collections and deposits at these other court locations.

Qualified Opinion

In our opinion, except for the effects of the matters described in the Basis for Qualified Opinion paragraphs, these financial statements present fairly, in all material respects, the financial position of the Provincial Offences Act Office – The Corporation of the City of Temiskaming Shores as at December 31, 2015 and its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Licensed Public Accountants
New Liskeard, Ontario
May 5, 2016

KEMP ELLIOTT & BLAIR LLP

Kemp Elliott & Blair LLP

Chartered Professional Accountants

PROVINCIAL OFFENCES ACT OFFICE - THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2015

	2015	2014
FINANCIAL ASSETS		
Cash	\$ 215,812	\$ 221,492
Accounts receivable	71,450	50,210
	<u>\$ 287,262</u>	<u>\$ 271,702</u>
LIABILITIES		
Victim surcharge payable - Province of Ontario	\$ 82,284	\$ 72,243
Accounts payable - other provincial offences act offices	14,034	11,834
- other payables and accrued liabilities	20,611	81,863
Municipal allocations payable	<u>170,333</u>	<u>105,762</u>
	<u>\$ 287,262</u>	<u>\$ 271,702</u>

The accompanying notes form an integral part of these financial statements.

PROVINCIAL OFFENCES ACT OFFICE – THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2015

REVENUES	(Unaudited)		
	Budget 2015	Actual 2015	Actual 2014
Fines, costs and fees			
Home court			
Highway traffic	\$ 878,174	\$ 788,493	\$ 654,126
Liquor license	34,665	18,682	24,680
Provincial offences	231,098	194,288	168,747
Municipal by-law fines	14,232	13,246	13,384
Dedicated fines	10,743	26,610	11,255
Victim fine surcharge	177,637	218,747	179,918
Other provincial offences act offices	11,555	216,494	185,456
	1,358,104	1,476,560	1,237,566
Investment income	2,785	2,989	2,904
Total revenues	1,360,889	1,479,549	1,240,470
EXPENDITURES			
Salaries, wages and employee benefits	171,112	174,025	165,296
Materials			
Office supplies	7,260	12,979	10,078
Materials	3,530	6,118	3,269
Telephone	7,004	17,526	6,758
Travel and conference	3,266	2,225	3,625
	21,060	38,848	23,730
Services			
Legal and auditing	67,412	78,134	67,726
Witness fees	3,534	1,642	2,041
Interpreter's fees	8,651	5,080	4,894
Restitution	90	-	90
Collection fees	28,463	23,215	24,340
Provincial government cost recovery	67,303	87,020	73,906
	175,453	195,091	172,997
Rent and financial expenses			
Rent and administrative fees	67,477	73,175	86,076
Bank charges	7,810	10,501	8,233
	75,287	83,676	94,309
External transfers			
Fines collected on behalf of others			
Dedicated fines	10,743	26,610	11,255
Victim fine surcharge	177,637	218,747	179,918
Municipal by-law fines	14,232	15,095	14,652
Other provincial offences act offices	97,179	46,150	43,049
Transfer to municipalities	618,186	681,307	535,264
	917,977	987,909	784,138
Total expenditures	1,360,889	1,479,549	1,240,470
Annual surplus	\$ -	\$ -	\$ -

The accompanying notes form an integral part of these financial statements.

PROVINCIAL OFFENCES ACT OFFICE - THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2015

	2015	2014
Operating activities		
Net change in non-cash working capital items –		
Accounts receivable	\$ (21,240)	\$ (2)
Accounts payable and accrued liabilities	15,560	22,356
Cash provided by (used for) operating activities and net change for the year	(5,680)	22,354
Cash, beginning of year	221,492	199,138
Cash, end of year	\$ 215,812	\$ 221,492
Represented by		
Cash	\$ 215,812	\$ 221,492

The accompanying notes form an integral part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS

1. The City of Temiskaming Shores serves as the lead municipality in administering the Provincial Offences Act Office – City of Temiskaming Shores.
2. The activities of the Provincial Offences Act Office – City of Temiskaming Shores are reported on the accrual basis of accounting.
3. A Statement of Change in net financial assets has not been included since the annual surplus reported on the Statement of Operations reflects the change in Net Financial Assets for the year.



Memo

To: Mayor and Council
From: Laura-Lee MacLeod, Treasurer
Date: June 21, 2016
Subject: OILC Loan Application(s)

Mayor and Council:

By-law No. 2016-055 was passed on April 19, 2016 and it includes borrowing to finance certain approved capital works including fleet replacement (general and environmental) and other environmental projects such as the Gray Road Lift Station.

Further to the approval of the budget, the Treasurer will proceed with the applications for financing through the Ontario Infrastructure and Lands Corporation (OILC) as the projects progress or are completed. It is anticipated that borrowing for the 2016 projects will be approximately \$2,619,341.

The OILC interest rates are very competitive. A copy of the current rates are attached for your information. The rates are subject to change.

One of the components of the application process is a by-law authorizing the submission of an application to OILC for temporary and long-term borrowing through the issuance of debentures.

Upon notice of a successful application the funds will be available to draw upon for the payment of the expenditures of the various capital works. Once the projects are completed or reach substantial completion, a debenture will be requested at which time a debenture by-law will be required.

The Treasurer respectfully requests that Council consider the following as a resolution:

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 013-2016-CS;

That Council directs staff to prepare the necessary by-law to permit the Treasurer to proceed with application(s) to OILC for capital works as approved in the 2016 Budget By-law No. 2016-055 for consideration at the June 21, 2016 Regular Council meeting; and

That Council authorizes staff to prepare the necessary by-law(s) for debenture(s) as required upon the completion or substantial completion of the approved capital works for consideration at future meeting(s).

Prepared by:

Reviewed and approved by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

Laura Lee MacLeod
Treasurer

Kelly Conlin
Director of Corporate Services (A)

Christopher W. Oslund
City Manager

- Major Projects**

- Infrastructure Lending**

- Eligible Borrowers

- Lending Rates

- Loan Payment Calculator

- Strategic Partnership Program

- FAQs - Loans

- Loan Program Stats

- Contact Customer Relations

- Real Estate - Buildings**

- Real Estate - Lands**

- Commercial Projects**

Lending Rates: Municipalities

Indicative Lending Rates as of 09/06/2016

Term	Construction	Serial	Amortizer
1 Month	1.47%	-	-
5 Year	-	1.60%	1.61%
10 Year	-	2.16%	2.18%
15 Year	-	2.59%	2.63%
20 Year	-	2.88%	2.95%
25 Year	-	3.06%	3.14%
30 Year	-	3.17%	3.25%

About our Lending Rates

Our online lending rates are updated frequently as we track the movement of our cost of borrowing in the capital markets.

Debentures - rates on debentures are fixed for the entire life of the loan once the debenture is purchased by Infrastructure Ontario.

Construction Loans - for construction loans, rates float throughout the term of the loan until they are replaced by a debenture. Construction loan requests over \$75 million are subject to funding availability and interest rates may vary from those posted.

**These interest rates are the all-in cost for loans of the term and type selected

Infrastructure Ontario

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Subject: Small Craft Harbour Agreement

Agenda Date: June 21, 2016

Report No.: CS-005-2016

Attachments

Appendix 01: Letter from Fisheries and Oceans Canada (May 16, 2016)

Appendix 02: Lease Agreement (Haileybury Marina) – Refer to By-law Section

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-005-2016; and
2. That Council directs staff to prepare the necessary by-law to enter into a five (5) year agreement with Fisheries and Oceans Canada for the Small Craft Harbour facility (Haileybury Marina) for consideration at the June 21, 2016 Regular Council meeting.

Background

The Town of Haileybury had a 25 year lease agreement with the Department of Fisheries and Oceans (DFO) for a portion of the Haileybury Marina. The Agreement expired in 2010 and the City has been on hold-over status. Staff have attempted over the years to secure a new agreement and have DFO undertake the necessary repairs to the breakwall (particularly the section at the bottom of Main Street).

This Spring, a section of the breakwall at the bottom of Main Street collapsed. DFO agreed to undertake the emergency repairs and forwarded a new agreement for consideration.

The agreement covers the “North Marina” and the “Harbourplace Pavilion”. These lands are owned by the Department of Fisheries and Oceans under their Small Craft Harbour Program.

Analysis

The City rents slips at the Haileybury Marina on an annual basis. Since these lands are owned by DFO, the agreement contemplates 20% of the gross revenue being paid each year to DFO. This amounts to approximately \$4,000 paid to DFO each year.

The agreement is for a five (5) year term (expiring June 30, 2020). Under the agreement, DFO is still responsible for major and structural repairs to the facility. City staff continue to work with DFO to address the structural issues at the marina.

In 2010 the Department carried out an Engineering Inspection. DFO have committed to undertake an updated inspection of the facility in the near future.

Financial / Staffing Implications

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

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

Alternatives

Should the City not renew the lease agreement we would no longer be able to rent slips in the North Haileybury Marina. This alternative is not being recommended.

Submission

Prepared by:

“Original signed by”

Christopher W. Oslund
City Manager



Fisheries and
Oceans Canada

Pêches et
Océans Canada

Small Craft Harbours
Central and Arctic Region
3027 Harvester Road
Suite 310
Burlington, Ontario
L7N 3G7
TEL (905) 639-4858

Ports pour petits bateaux
Région du Centre et de l'Arctique
3027, chemin Harvester
Bureau 310
Burlington, Ontario
L7N 3G7
TÉL (905) 639-4858

Your file *Votre référence*

Our file *Notre référence*

5882 Haileybury



May 16, 2016

Christopher W. Oslund
City Manager
City of Temiskaming Shores
451 Meridian Avenue, PO Box 2050
Haileybury, ON P0J 1K0

Re: Her Majesty The Queen and the Corporation of the City of Temiskaming Shores – Management Agreement # CA-4626-H-1605 for the Small Craft Harbours' facility at Haileybury, Ontario

With further reference to the above noted, please be advised that pursuant to Paragraph 18 of expired Management Agreement #200507 00 002, the Corporation of the City of Temiskaming Shores continues to be in *Hold Over* status. Accordingly the advance rental rate of \$500.00 per annum or 20% of gross revenue (whichever is the greater), remains in effect as do all other provisions of the expired Agreement. In that regard I am enclosing a worksheet to assist you in your calculation of the amounts owing, which we would request be remitted at your earliest convenience. Please include copies of financial statements in support thereof.

In that regard, enclosed please find a new five (5) year Agreement, in triplicate, to replace your expired lease. In addition to a new Agreement for the period July 1, 2015 to June 30, 2020, we would like to acknowledge the City's continued occupancy and use of the subject premise from July 1, 2010 to June 30, 2015. The *Hold Over* status will cease immediately upon execution of the aforementioned Agreement.

Please review the enclosed lease and if you are in agreement with the terms thereof, please have all three copies executed by your authorized signing officers. Please have them sign, seal and date each copy of the lease where indicated, in the presence of a witness, and return all three copies to this office, together with a certified copy of a By-Law of the The Corporation of the City of Temiskaming Shores authorizing the execution of the Lease. Upon receipt of such along with all amounts past due this office will have the lease executed on behalf of the Minister of Fisheries and Oceans and will return the Duplicate Original to you for your records.

Clause 1.(c) of your new lease provides that, "...the Minister shall supply to the Agent, one copy of the said Act and Regulations, as amended from time to time." In compliance therewith, and in keeping with present trends regarding use of electronic media and the internet, we have included the current web links for both the Act and the Regulations should you wish to access them directly:

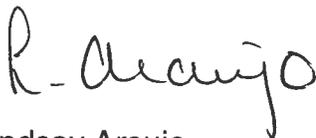
Act	http://laws.justice.gc.ca/PDF/Statute/F/F-24.pdf
Regulations	http://laws.justice.gc.ca/PDF/Regulation/S/SOR-78-767.pdf

Should you still wish to receive a hard copy of the Act and/or the Regulations, please advise and we will gladly send you a copy in due course.

As stated in Clause 33 of your new lease, you are required to arrange liability insurance coverage of the demised premises with Her Majesty the Queen being named as a co-insured, and with coverage of at least Two Million Dollars (\$2,000,000.00) per occurrence. Accordingly, please provide us with a copy of the required insurance, for our records, when you return the executed copies of the lease to us.

As noted above, pending finalization of your new lease, and while you continue to occupy and use this facility, your obligations and responsibilities under your expired lease continue in accordance with the *Hold Over* clause 18 of your expired lease.

Yours truly,



Lindsay Araujo
Program Development Officer



Fisheries and Oceans
Canada

Pêches et Océans
Canada



ORIGINAL

CA-4627-H-1605

LEASE**BAIL**

SMALL CRAFT HARBOURS BRANCH
AND

DIRECTION DES PORTS POUR PETITES EMBARCATIONS
ET

CORPORATION OF THE CITY OF TEMISKAMING SHORES

AUTHORITY
Autorisation _____

DATE OF DOCUMENT
Document daté du MAY 9, 2016

BEGINNING OF TERM
La période de location commence le JULY 1, 2015

END OF TERM
La période de location se termine le JUNE 30, 2020

RENT PAYABLE
Loyer payable \$500.00 (FIVE HUNDRED DOLLARS) PLUS TAXES PER ANNUM OR 20% OF
GROSS REVENUE PLUS TAXES

LANDS OR RIGHTS DEMISED
Cession ou transfert ALL AND SINGULAR those certain parcel or tract of land and land covered by water
 in the former Town of Haileybury, now City of Temiskaming Shores, composed of Part of the bed of Lake
 Temiskaming in front of Part of Lot 12, Concession III, Township of Bucke, in the District of Temiskaming
 and Province of Ontario, designated as Part 1 on Plan 54R-3418, TOGETHER WITH the Government
 improvements located thereon, being more particularly shown outlined in red on the plan hereto annexed and
 designated Schedule "A".

FILE No.
No de dossier 5882 Haileybury

REMARKS / Remarques

THIS AGREEMENT dated for reference this day of May, 2016.

BETWEEN –

HER MAJESTY THE QUEEN, in right of Canada,
represented herein by the Minister of Fisheries and Oceans
(hereinafter called “the Minister”)

OF THE FIRST PART;

-and-

CORPORATION OF THE CITY OF TEMISKAMING SHORES
Province of Ontario
(hereinafter called “the Agent”)

OF THE SECOND PART;

WITNESSETH that the Minister, in consideration of the rents, covenants, provisos, and conditions hereinafter contained, hereby leases unto the Agent:-

Description

ALL AND SINGULAR those certain parcels or tracts of land and land covered by water in the former Town of Haileybury, now City of Temiskaming Shores, more particularly described as Location RF 188, comprising an area of two and forty-five hundredths (2.45) hectares, more or less, composed of Part of the bed of Lake Temiskaming in front of Part of Lot 12, Concession III, Township of Bucke, in the District of Temiskaming and Province of Ontario, designated as Part 1 on Plan 54R-3418, TOGETHER WITH the Government improvements located thereon, (hereinafter referred to as “the said premises”), being more particularly shown outlined in red on the plan hereto annexed and designated Schedule “A”.

Habendum

TO HAVE TO HOLD the said premises unto the Agent from and after the 1st day of July, 2015, for a term or period of five (5) years and then fully to be complete and ended.

Reddendum

YIELDING AND PAYING therefor, during the currency of this Agreement, unto the Minister, to the Receiver General of Canada, in lawful money of Canada. The following rent or sum, namely:-

- (a) FIVE HUNDRED DOLLARS (\$500.00) PLUS TAXES per annum, payable each year in advance, or
- (b) TWENTY PER CENT (20%) PLUS TAXES of all gross revenue derived by the Agent from the management and operation of the said premises, whichever is the greater amount, and the difference between the \$500.00 paid in advance and 20% gross revenue is payable within sixty days of the end of each agreement-year.

Interpretation IN THIS AGREEMENT;

- (i) "Minister" means the Minister of Fisheries and Oceans and any person he has delegated to act on his behalf.
- (ii) "Regional Director" means the Regional Director of Small Craft Harbours Branch of the Department of Fisheries and Oceans and any person he has delegated to act on his behalf.

It is agreed by and between the said parties hereto that these Presents are made and executed upon and subject to the covenants, provisos, conditions and reservations hereinafter set forth and contained, namely:

Purpose

- 1. a) The Agent shall use and occupy the said premises and carry out the management and operation of the said premises in accordance with the Fishing and Recreational Harbours Act and the Fishing and Recreational Harbours Regulations as amended from time to time, or any other applicable act or regulations enacted or made during the currency of this Agreement.
- b) Nothing in Clause No. 1a) hereof, shall relieve the Minister from discharging any of his duties under the said Fishing and Recreational Harbours Act and the said Fishing and Recreational Harbours Regulations.
- c) That the Minister shall supply to the Agent, one copy of the said Act and Regulations, as amended from time to time.

To Pay Rent

- 2. That the Agent will pay all annual rental fees herein reserved at the time and in the manner in these Presents set forth, without any abatement or deduction whatever.

Taxes

- 3. That the Agent will pay or cause to be paid all rates, taxes and assessments, of whatsoever description, that may at any time during the existence of these Presents be imposed, or become due and payable upon, or in respect of the said premises.

Compliance with Law

- 4. The Agent shall in all respects abide by and comply with all rules, regulations and by-laws of municipalities and other governing bodies, in any manner affecting the said premises.

Public Use

- 5. Subject to Clause No. 19 hereof, the Agent shall not interfere with the public use of the said premises during the currency of this Agreement; it being expressly understood and agreed, however, that the Agent may refuse the use of the said premises to any vessel on which tolls and dues are outstanding and the Agent may take all lawful action through Small Debts Court or otherwise to obtain payment of outstanding or overdue accounts.

Access

- 6. a) That the Minister, his servants or agents shall, at all times and for the purpose of inspecting the said premises, have full and free access to any and every part of the said premises.
- b) The Minister shall, upon reasonable notice to the Agent, except in the case of emergency, have full and free access to the said premises for the purposes of repairing and maintaining the said premises.

Assignment

- 7. That the Agent shall not make any assignment of these Presents, nor any transfer or sub-lease of any of the premises, rights or privileges demised or leased hereunder, without obtaining the prior consent in writing of the Minister to such assignment, transfer or sub-lease. The Agent shall pay to the Minister a reasonable charge for the preparation of any consent thereto expressed in writing, and shall be responsible for any costs incurred by the Minister in addressing the request for consent, provided that such costs are reasonable.

**Repair and
Maintenance**

8. That the Agent shall not, during the currency of this Agreement, do, suffer or permit to be done any act or thing which may impair, damage or injure the said premises beyond the damage occasioned by reasonable use, and shall inspect, maintain, and effect minor repairs of the said premises which may at any time become damaged, whether due to the negligence of the Agent or otherwise. Nothing in this provision shall obligate the Agent to be responsible to effect repairs of any major or structural kind but, in the event that such repairs are needed, it shall be the responsibility of the Agent to provide notice to the Minister of the need for major or structural repairs, and to take whatever steps are appropriate to deal with continued use of the premises while such repairs are pending. When such repairs are warranted, the parties hereto shall consider, and together decide how and when to effect such repairs.

**Care of
Property**

9. That the Agent shall, at its own cost and expense, at all times during the currency of this Agreement, keep the said premises in a neat and tidy condition, removing or causing to be removed therefrom all papers, refuse, litter, waste or rubbish arising out of the operations of the Agent under this Agreement, all to the satisfaction of the Regional Director.

Improvements

10. That any improvements made to the said premises by the Agent at any time during the term of this Agreement, to make the said premises suitable for the purpose referred to in Clause No. 1 hereof, shall be at the risk, cost and expense of the Agent and to the satisfaction of the Regional Director.

**Construction
of Buildings
or Structures**

11. That the Agent shall not construct or erect any buildings or other structures on the said premises without obtaining the approval of the Regional Director, of plans showing the design and nature of construction of such buildings or structures and their proposed locations.

**Annoyance
Nuisance and
Disturbance**

12. That the Agent shall not, at any time during the currency of this Agreement do, cause or permit to be done, any act or thing in or upon the said premises which shall, or may be, or might become, an annoyance, nuisance or disturbance to the occupiers of any lands or premises adjoining or in the vicinity of the said premises.

Title

13. That is hereby declared, and this Agreement is accepted by the Agent, upon the express condition that the Agent shall have no recourse against the Minister, should the minister's title to the said premises be found to be defective, or should these Presents prove ineffectual by reason of any defect in such title.

**Claims and
Damages**

14. That the Agent shall not have any claims or demand against the Minister for loss, damage or injury of any nature whatsoever, or howsoever caused to the said premises or to any person or property, at any time brought, placed, made or being on the said premises unless such damage or injury is due to the negligence of any officer, servant, agent, contractor or sub-contractor of Her Majesty the Queen in right of Canada while acting within the scope of his duties or employment.

**Indemni-
fication**

15. That the Agent shall at all times indemnify and save harmless Her Majesty the Queen in respect of any action, claim, cause of action, suit, debt, loss, damage, cost, expense or demand whatsoever, at law or in equity, arising by way of any breach by the Agent, its employees, servants, agents, sub-lessees or persons for whom it is by law responsible, of any provisions of this Agreement or arising by way of the Agent and her Majesty's ownership, occupation and control of the premises, except claims for damages resulting from the negligence of any officer, servant, agent, contractor or sub-contractor of Her Majesty the Queen while acting within the scope of his duties.

Termination

16. That this Agreement may be terminated at any time:

(a) By the Agent upon sixty (60) days' notice in writing, such notice to be signed by the Agent and delivered to or mailed addressed to the Regional Director, Small Craft Harbours Branch, Department of Fisheries and Oceans, 501 University Crescent, Winnipeg, Manitoba, R3T 2N6, or

(b) By the Minister upon sixty (60) days' notice in writing, signed by the Minister, and either delivered to the Agent or any officer of the Agent, or mailed addressed to the last known place of business or office of the Agent,

and thereupon, after the expiration of such period of notification, these Presents shall be determined and ended, and the Agent shall thereupon, and also in the event of the determination of this Agreement in any other manner, except re-entry under Clause No. 17 hereof, forthwith remove from the said premises all things at any time brought or placed thereon by the Agent and shall also to the satisfaction of the Regional Director repair all and every damage and injury occasioned to the said premises by reason of such removal or in the performance thereof, but the Agent shall not, by reason of any action taken or things performed or required under this Clause, be entitled to any compensation whatsoever, provided that, unless required by the Minister, no goods, chattels, materials, effects or things shall be removed from the said premises until all rent due or to become due under this Agreement, is fully paid.

Default

17. That, notwithstanding anything in this Agreement contained, if the rent above reserved or any part thereof, shall be in arrears or unpaid, whether or not the same shall have been in any manner demanded, or in the case of default, breach or non-observance to be made or suffered by the Agent at any time or times, in, or in respect of any of the covenants, provisos, conditions, and reservations herein contained, which on the part of the Agent ought to be observed and performed, then, and in every such case, provided such non-payment of rent, default, breach or non-observance is not cured within thirty (30) days from the date of notice thereof in writing from the Minister to the Agent, the Minister may terminate this Agreement by giving to the Agent a notice in writing, signed by the Minister, and either delivered to the Agent or any officer of the Agent, mailed addressed to the last known place of business or office of the Agent, and thereupon after delivery or mailing of such written notification, this Agreement shall be determined and ended, and in that event, it shall be lawful for the Minister, his servants or agents, to re-enter and thereafter to have, possess and enjoy the said premises and all improvements thereon.

And no acceptance of rent subsequent to any breach or default, other than non-payment of rent, nor any condoning, excusing or overlooking by the Minister on previous occasions of breaches or defaults similar to that for which re-entry is made shall be taken to operate as a waiver of this condition nor in any way defeat or affect the rights of the Minister hereunder.

The Agent shall pay in addition to any other provisions hereof the reasonable fees and disbursements of counsel to the Minister in connection with the enforcement of this Agreement, or in the event of default hereunder.

Hold Over

18. Provided always and that it is hereby agreed by and between the parties hereto that if the said Agent shall hold over after the expiration of the term hereby granted, and if the Minister shall accept rent, the new tenancy thereby created shall be a tenancy at will and not a tenancy from year to year, and the Agent shall pay as rent during the time of such occupancy a rental to be determined at the discretion of the Minister, and shall be subject to the covenants and conditions herein contained so far as the same are applicable to tenancy at will.

**Tolls, Dues
& Charges**

19. That the Agent shall, during the currency of this Agreement, charge tolls or dues established under the authority of the Fishing and Recreational Harbours Act or by Regulations approved from time to time by the Governor in Council respecting the said premises. The Agent may collect additional reasonable charges for services such as electrical power outlets, water outlets, watchman services, etc., provided at the Agent's expense for the benefit and use of the boating public using said premises.

**Accounting
Records**

20. That during the currency of this Agreement, the Agent shall cause to be kept records of its operation hereunder, such records to be kept according to accepted principles of accounting, and the Agent shall supply to the Regional Director, a certified statement for each accounting period during the currency of this Agreement.

**Audit
Inspection**

21. That the books of the Agent concerning the operation and management of the said premises, shall be open for audit and inspection at all times during business hours, by the accredited officers of the Minister.

Pollution

22. That the Agent shall not place or deposit, or cause or permit to be placed or deposited, any fill, sand, gravel, detritus, waste, debris or other materials, articles or things on the said premises which may form a deposit thereon or therein without the prior consent, in writing, of the Regional Director.

**Environ
mental
Protection**

23. (i) The Agent agrees to abide by and comply with all federal environmental legislation, including the relevant provisions of the Canadian Environmental Protection Act, affecting the said premises, as well as with the regulations and guidelines made and established under it, and all applicable Provincial, Territorial and municipal environmental legislation, regulations, rules or guidelines affecting the said premises.

(ii) The Agent shall not process, use, deposit or store on the said premises or in its subsoil any toxic substances, as defined in the Canadian Environmental Protection Act, nor any other substance that constitutes or may constitute a danger to the environment or to human life or health.

(iii) The Agent agrees to clean up, at its expense, to then current federal and provincial standards, any part or all of the said premises contaminated during the term of this Lease or any renewal of it immediately upon becoming aware of the contamination.

**Service
Reservation**

24. That this Agreement is granted strictly subject to the right of the Minister and Lessees and Licensees of the Minister to maintain and operate services installed on the said premises at the date of this Agreement, and to the right of the Minister to grant leases or licences, as the case may be, at any time during the currency of this Agreement, covering the right and privilege or permission to install, lay, maintain and use services on, over or across the said premises and the Agent shall not, at any time during the currency hereof, do anything or cause or permit anything to be done which will in any way interfere with the rights and privileges or permissions thereby granted, provided however, that such leases or licences will be granted subject to this Agreement and provided that the Lessees or Licensees thereunder shall not commence to exercise the rights and privileges or permissions thereby granted unless and until the consent in writing is first obtained from the Agent, and which consent shall not be unreasonably withheld.

Concession

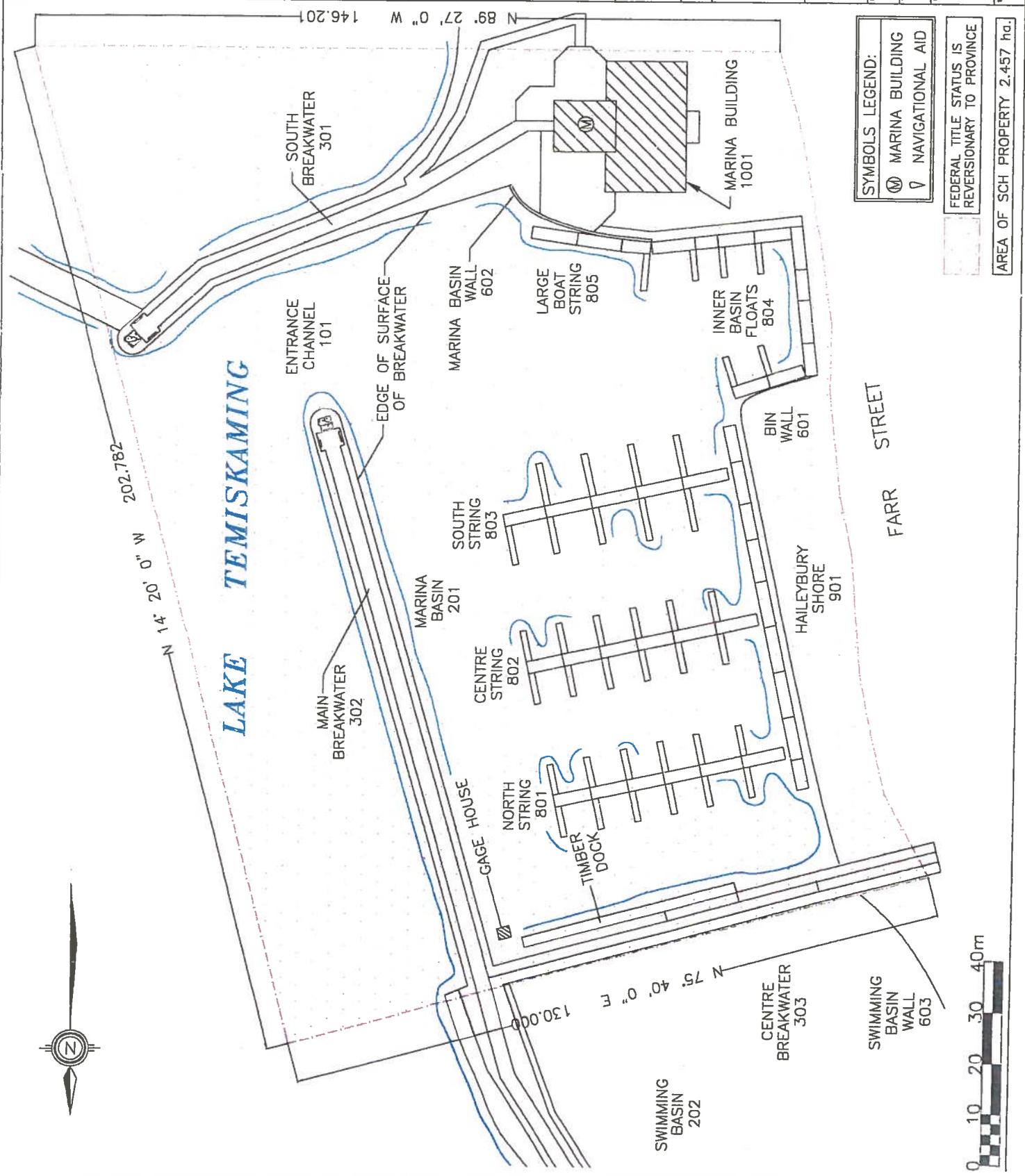
25. That no application for permission to establish concessions of any kind shall be granted without the prior approval in writing of the Regional Director.

Use by Agent

26. That in the event that any portions of the said premises are used for the purposes of the Agent, the Agent shall establish a market rental for such use and the Reddendum Clause shall be applied to such rental.

- Fire Prevention** 27. That the Agent shall take all necessary precautions against fire occurring in or on the said premises.
- Navigation Protection Act** 28. That the Agent shall fulfill in all respects the requirements of "Works" Section of the Navigation Protection Act, Chapter N-22 of the Revised Statutes of Canada 1985.
- Members of Parliament** 29. No member of the House of Commons shall be admitted to any share or part of this Agreement or to any benefit to arise therefrom.
- Discrimination** 30. That the Agent and any Sub-lessee shall not discriminate against any person by reason of race, colour or creed, in any manner whatsoever, pertaining to the operation of the said premises.
- Sale or Transfer** 31. (i) Notwithstanding any other provision of this Agreement, in the event that the Minister disposes of its interest in the leased premises, or any part thereof, by way of sale, transfer or other conveyance, including a transfer of administration and control to Her Majesty the Queen in right of the Province of Ontario, the Minister shall be entitled at their sole option to assign this Agreement, or such portion thereof, to the transferee, or to terminate this Agreement, and the Agreement shall upon notice thereof be terminated forthwith.
- (ii) In the event of notice of termination being given by the Minister to the Agent, the Agent agrees that it shall forthwith vacate the said premises, and remove any chattels from the said premises in accordance with the provisions of this Agreement. The Agent further agrees and acknowledges that it shall have no cause of action against the Crown arising out of early termination of the Agreement, and hereby releases the Minister from any liability or otherwise that may be said to flow from the aforesaid early termination of this Agreement.
- Financial Administration Act** 32. If the Agent defaults in the payment of any amount due under this Agreement, the Agent shall be responsible for and pay interest on such defaulted payment (to the extent permitted by the Financial Administration Act R.S.C. 1985, Chapter F-11 and the Interest and Administration Charges Regulations SOR/96-188 (the Regulations) or any amendments thereto) up to the date payment is received by or on behalf of Her Majesty. For greater certainty and until such time as the Regulations are amended, in the case of default in respect of any monetary amount due, interest on the amount in default shall be calculated and compounded monthly at the average bank rate plus three per cent and accrue from the due date of the payment, until paid. Furthermore, in the event that any instrument is tendered in payment or settlement of any amount due to Her Majesty hereunder which for any reason is dishonoured, the Agent shall be responsible and pay an administrative charge of \$15.00 to Her Majesty, or any amount prescribed therefor by the Regulations will be applicable and in addition to the outstanding amount due.
- Insurance** 33. That the Agent shall, in addition to the payment of yearly rental hereunder, at its own cost, insure concurrently with the execution of this Agreement, and thereafter during the currency of this Agreement, maintain in force, a policy of liability insurance for the ownership, possession and control of the said premises with coverage of at least Two Million Dollars (\$2,000,000.00) per occurrence and including Her Majesty as a named co-insured in that policy. The Agent, on the anniversary of this Agreement, in each and every year, shall submit to the Regional Director, proof of such insurance.

 GOVERNMENT OF CANADA TRAVAUX ET OcéANS ET OcéANS TRAVAILS ET OcéANS ET OcéANS	 SMALL CRAFT HARBOURS CENTRAL AND ARCTIC REGION	PLAN OF SURVEY OF WATER LOT LOCATION IN PART OF THE BED OF LAKE TEMISKAMING IN FRONT OF PART OF THE SWIMMING BASIN IN THE TOWNSHIP OF BUCCO TOWN OF HAILEYBURY. BEARINGS ARE ASTRONOMIC AND ARE TAKEN FROM CONTROL MONUMENTS No. 301078-259 AND 301078-260 AND REFERRED TO THE CENTRAL MERIDIAN 81° W. COMPILED FROM PLAN No. 344 DATED MARCH 14, 1989 BY R. W. HARRIS AND R. W. HARRIS FROM ORIGINAL DRAWING SCALE 1" = 1000. JUNE 1989 PHOTOS.	SMALL CRAFT HARBOURS PROPERTY OUTLINED IN RED. EXTENSIONS 29/10/96 - G.A.B. 18/09/87 - N.F.G.	SHEET 1-500	BLOCK B
				COMPILED PROPERTY PLAN	
HAILEYBURY ONTARIO		FEDERAL TITLE STATUS IS REVERSIONARY TO PROVINCE		AREA OF SCH PROPERTY 2.457 ha.	



SYMBOLS LEGEND:

-  MARINA BUILDING
-  NAVIGATIONAL AID

FEDERAL TITLE STATUS IS REVERSIONARY TO PROVINCE

AREA OF SCH PROPERTY 2.457 ha.

Subject: Municipal Insurance Renewal

Agenda Date: June 21, 2016

Report No.: CS-006-2016

Attachments

Appendix 01: Municipal Insurance Renewal Proposal

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-006-2016; and
2. That Council directs staff to prepare the necessary by-law to enter into an agreement with BFL Canada Ltd. brokered by Tench-MacDiarmid Insurance Brokers Ltd. for Municipal Insurance and Risk Management Services for a premium of \$307,594, plus applicable taxes for consideration at the July 5, 2016 Regular Meeting.

Background

At the May 3, 2016 meeting, Council passed Resolution No. 2016-253 to extend the current agreement with Tench-MacDiarmid Insurance Brokers Ltd. for Municipal Insurance and Risk Management Services for a period of July 1, 2016 – June 30, 2017.

Following that meeting, staff requested the brokerage to seek pricing from providers of municipal insurance. Staff also requested options on deductibles for General Liability and Property.

Tench-MacDiarmid currently has access to two providers of municipal insurance; BFL Canada and Frank Cowan.

The City's insurance policy is due for renewal on July 1, 2016.

Analysis

The premiums proposed for this year's renewal are \$329,560.64 (\$307,594 plus non-refundable PST \$21,966.64) which is an overall decrease of approximately 1% from last year. The decrease is due to the removal of all Environmental facilities that are operated by OCWA. The agreement between the City and OCWA outlines that insurance premiums related to these facilities are the responsibility of OCWA.

Appendix 01 – Municipal Insurance Renewal Proposal outlines an overall increase of \$8,191.00 in Municipal General Liability and a decrease in Property of \$8,408.00 and

Owned Automobile of \$1.00 for a net difference of (\$212.00) from the 2015/2016 to 2016/2017 renewals.

City staff also considered an increase in the deductible of \$25,000 to \$50,000 for General Liability. The increase would result in a cost savings of \$28,805. Staff is recommending to remain at a \$25,000 deductible, based on claim history and the current status of pending claims.

For comparison purposes and to remain competitive, the City's Insurance Broker requested a quote from Frank Cowan Company. The Company respectfully declined quotation as they would not be able to meet our current premium level.

Attached as Appendix 01 is the City's Renewal Proposal for the period of July 1, 2016 to June 30, 2017.

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 budget allocation for liability insurance is \$338,000. The premium is paid in full upon endorsement by Council with the unexpended 50% posted to a prepaid insurance account.

\$164,894.76 has already been expended to date, 50% of the 2016/2017 premium equates to \$164,780.32 for a total liability insurance expense in 2016 of \$329,675.08, under budget by \$8,324.92.

Alternatives

No alternatives were considered in the preparation of this report.

Submission

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Kelly Conlin
Director of Corporate Services (A)

Christopher W. Oslund
City Manager

BFL MAKES A DIFFERENCE

**Municipal Insurance Program
Renewal Proposal**

Corporation of the City of Temiskaming Shores

For the period
July 1, 2016 to July 1, 2017



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1. INTRODUCTION

It is with pleasure that **BFL CANADA** presents the **Corporation of the city of Temiskaming Shores** with the following Municipal Insurance Program Renewal Proposal.

Please review this document carefully and contact our representative, if you have any questions or comments.

Thank you for your business. We look forward to being of further service to you.



2. SUMMARY OF PROPOSED COVERAGES, LIMITS, DEDUCTIBLES & PREMIUMS

SUMMARY OF COVERAGES	LIMITS AND DEDUCTIBLES	
MUNICIPAL LIABILITY	\$ 50,000,000	(no annual aggregate)
Including:		
Tenants Legal Liability		
Incidental Medical Malpractice Abuse/Molestation		
Third Party Deductible, including expenses	\$ 25,000	per occurrence
Sewer Back Up Deductible, including expenses	\$ 25,000	per claimant
LEGAL EXPENSE FOR STATUTE LAW INCLUDING CONFLICT OF INTEREST	\$ 100,000	per action
	\$ 500,000	aggregate
Deductible	NIL	
WRONGFUL DISMISSAL LEGAL EXPENSE	\$ 250,000	per action
	\$ 500,000	aggregate
Deductible	\$ 5,000	per action
FOREST FIRE FIGHTING EXPENSE	\$ 1,000,000	per occurrence
	\$ 2,000,000	aggregate
Deductible	\$ 25,000	per occurrence
MEDICAL EXPENSE	\$ 25,000	any one person
Deductible	\$ 2,500	per person
VOLUNTARY COMPENSATION	\$ 50,000	per claim
	\$ 250,000	annual aggregate
Deductible	NIL	
PUBLIC OFFICIALS (ERRORS & OMISSIONS) LIABILITY	\$ 25,000,000	each claim
Including:		
Municipal Employee Benefits Liability		
Deductible	\$ 25,000	each claim

SUMMARY OF COVERAGES**LIMITS AND DEDUCTIBLES**

S.P.F. 6 – NON-OWNED AUTOMOBILE	\$ 50,000,000	any one accident
Deductible	NIL	
SEF 94 Legal Liability for Non-Owned Vehicles	\$ 250,000	per vehicle
Deductible	\$ 1,000	per vehicle
OWNED AUTOMOBILE – Third Party Liability	\$ 50,000,000	per occurrence
All Perils Deductible	\$ 5,000	per vehicle
* Replacement Cost on all vehicles unless otherwise stated		

ENVIROMENTAL IMPAIRMENT LIABILITY	\$ 5,000,000	each loss
	\$ 5,000,000	aggregate
Deductible	\$ 25,000	each loss
* No Retro-Active Date		

COMPREHENSIVE CRIME INSURANCE

Employee Dishonesty Form A	\$ 1,000,000	
Loss of Money/Security Inside the Premises	\$ 200,000	
Loss of Money/Security Outside the Premises	\$ 200,000	
Money Orders & Counterfeit Paper Currency	\$ 200,000	
Depositors Forgery	\$ 1,000,000	
Audit Expenses	\$ 200,000	
Computer Fraud	\$ 200,000	
Deductible	NIL	

COMBINED PHYSICAL DAMAGE BROAD FORM	LIMITS AND DEDUCTIBLES	
Blanket Limit	\$	71,634,678
Property of Every Description	\$	68,484,678
Boiler & Machinery – Limit Per Accident	\$	50,000,000
Valuable Papers	\$	500,000
Business Income including Rental Income	\$	600,000
Accounts Receivable	\$	500,000
Extra Expense	\$	500,000
Media/Computers/Electronic Data Processing	\$	1,000,000
Fine Arts	\$	50,000 (\$5,000 limit per item)
Expediting Expenses	\$	500,000
Contamination – Ammonia, Hazardous Substance (including PCB)	\$	500,000
Professional Fees	\$	500,000
Pollutant Clean Up and Removal	\$	50,000
Fire Suppression System Recharge	\$	25,000
Growing Plants, Trees, Shrubs or Flowers in the Open	Included	(\$10,000 per item including debris removal)
Personal Property of Officers and Employees	Included	(\$5,000 per Officer/Employee)
Water Damage	Included	
Building Damage by Theft	Included	
Debris Removal	Included	
Increased Costs Repairs – Laws & By-Laws	Included	
Consequential Damage – Premises Power Protection	Included	
New Generation	Included	
Inflation Protection	Included	
Exhibition Form/Waterfront Sign	Included	
Deductibles	\$	5,000 per claim except
	\$	5,000 applies to Computer/EDP
	\$	5,000 applies to Fine Arts
	\$	25,000 applies to Anaerobic Digestors
	\$	5,000 applies to Pollutant Clean Up & Removal
	\$	2,500 applies to Fire Suppression System Recharge
	\$	50,000 applies to Flood
		3% of Total Loss or \$100,000 min., whichever is greater, applies to Earthquake

MUNICIPAL OFFICIALS ACCIDENT

LIMITS AND DEDUCTIBLES

Principal Sum \$ 250,000 applies on a 24 Hour Basis

Limits as outlined in Coverage Description

Coverage applies to 7 (Seven) Council Members and Staff Members

*Coverage only applies to Insureds under the age of 80

VOLUNTEER FIRE FIGHTERS' ACCIDENT

Principal Sum \$ 150,000 applies on a While on Duty Basis

Weekly Indemnity Period – Total Disability

Weekly Indemnity Period – Partial Disability

Limits as outlined in Coverage Description

*Coverage applies to all members of the Volunteer Fire Department, up to 80 years of age.

RENEWAL PREMIUM: 2016-2017

Annual Premium, as per preceding coverage description:	\$307,594.00
Provincial Sales Tax:	<u>\$21,966.64</u>
Total Annual Cost, including P.S.T.:	\$329,560.64

NOTE: Limits of Liability are comprised of \$5,000,000 Primary with \$45,000,000 Excess.

Policies supercede the summaries of insurance contained herein

****In the event of cancellation after inception, a time on risk premium will apply subject to a minimum retained premium as outlined on each of the individual policies if any as noted.**



This quotation has been provided by BFL CANADA Risk and Insurance Services Inc., who is permitted to confirm coverage terms, limits, deductibles, and premiums under a binding authority agreement with the following insurance carriers:

1) AIG Insurance Company of Canada (100%)

Municipal General Liability, Public Officials (Errors & Omissions) Liability, Legal Expense (including Conflict of Interest and Wrongful Dismissal), Municipal Employee Benefits Liability, SPF 6 – Standard Non-Owned Automobile, Owned Automobile, Comprehensive Crime, Combined Physical Damage Broad Form, including Boiler and Machinery

2) Certain Underwriters at Lloyds (100%)

Follow Form Excess Liability

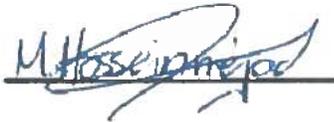
3) Markel International (100%)

Environmental Impairment Liability

4) SSQ Insurance Company Inc.(100%)

Municipal Officials' Accident and Volunteer Fire Fighters' Accident

Authorized Signature



**Mahsa Hosseinnejad, BA, RIBO, CAIB
Client Service Manager
BFL CANADA Risk and Insurance Services Inc.**

Date: June 10, 2016



3. COVERAGE SUBJECTIVITIES

- | | |
|--------------------------------|---|
| MUNICIPAL LIABITLIY | 1. Completed, dated and signed Municipal Liability application - Recieved |
| EXCESS LIABILITY | 1. Excess Liability Transit Bus coverage - Please provide evidence of insurance from the primary insurer along with the bus details (year/make/model/VIN#) – WITHIN 30 DAYS OF BINDING |
| ENVIRONMENTAL LIABILITY | 1. Completed, dated and signed AIG EIL application including all applicable attachments – Received |
| PROPERTY | 1. Signed Property Schedule – WITHIN 60 DAYS OF BINDING |

4. PREMIUM BREAKDOWN

Please find attached the following premium breakdown:

1. Premium Breakdown per Line of Coverage
2. Property Premium Breakdown
3. Vehicle Premium Breakdown

PREMIUM BREAKDOWN BY LINE OF COVERAGE
NAME OF INSURED: City of Temiskaming Shores
POLICY PERIOD: July 1, 2016 to July 1, 2017

LINE OF COVERAGE	2015 Premium	2016 Premium	2015 Premium Difference
Municipal General Liability (includes Public Officials Liability, Employee Benefits Liability, Legal Expense Insurance, and Non-Owned Automobile)	\$ 163,842.00	\$ 172,033.00	\$ 8,191.00
Excess Liability	\$ 12,420.00	\$ 12,420.00	\$ -
Environmental Impairment Liability	\$ 11,419.00	\$ 11,419.00	\$ -
Crime	\$ 700.00	\$ 700.00	\$ -
Owned Automobile	\$ 33,012.00	\$ 33,011.00	\$ (1.00)
Property (includes Boiler & Machinery and Computer / EDP / Media)	\$ 80,037.00	\$ 71,635.00	\$ (8,402.00)
Municipal Officials' Accident	\$ 1,176.00	\$ 1,176.00	\$ -
Volunteer Fire Fighters' Accident	\$ 5,200.00	\$ 5,200.00	\$ -
TOTAL - ALL LINES	\$ 307,806.00	\$ 307,594.00	\$ (212.00)

Property Premium Breakdown
 NAME OF INSURED: CORPORATION OF THE CITY OF TEMISKAMING SHORES
 PROPERTY POLICY NUMBER: 3630289
 POLICY PERIOD: July 1, 2016 TO July 1, 2017
 AS OF: July 1, 2016

ITEM NO.	LOCATION	CITY	DESCRIPTION	TYPE	CONSTRUCT'N	FIRE PROT'N	BUILDING VALUE	CONTENT / EQUIPMENT VALUE	TOTAL VALUE	2016 PREMIUM
1	400 Ferguson Ave., Halleybury, PQ J1K0	Halleybury	Arena & Community Centre	ARENA	HCB with Fire alarm	H	\$ 10,868,000	\$ 530,450	\$ 11,398,450	11,139
2	75 Wellington St. South, New Liskeard, PQ J1P0	New Liskeard	Arena/Community Centre	ARENA	HCB with Fire alarm	H	\$ 10,868,000	\$ 530,450	\$ 11,398,450	11,139
3	Mount Pleasant Cemetery, Halleybury, PQ J1K0	Halleybury	Mount Pleasant Cemetery Vault	CEMETERY	HCB	H	\$ 92,628	\$ -	\$ 92,628	83
4	Mount Pleasant Cemetery, Halleybury, PQ J1K0	Halleybury	Mount Pleasant Cemetery Storage	CEMETERY	HCB	H	\$ 21,678	\$ -	\$ 21,678	22
5	500 Whitewood Ave., Liskeard, PQ J1P0	New Liskeard	Cemetery Vault	CEMETERY	HCB	H	\$ 92,628	\$ -	\$ 92,628	83
6	177150 Sheppardson Rd, New Liskeard, PQ J1P0	New Liskeard	Office & Storage	CEMETERY	Frame	H	\$ 18,780	\$ 57,964	\$ 76,744	77
9	468 Georgina Ave., South, Halleybury, PQ J1K0	Halleybury	Fire Hall	FIRE	Brick	H	\$ 1,060,900	\$ 304,078	\$ 1,364,978	1,366
10	30 Wellington St., New Liskeard, PQ J1P0	New Liskeard	Fire Hall	FIRE	Brick	H	\$ 1,060,900	\$ 318,270	\$ 1,379,170	1,379
12	80 Whitewood Avenue, New Liskeard, PQ J1P0	New Liskeard	Municipal Office & Community Hall & Apartments	GENERAL	HCB with alarm	H	\$ 1,863,574	\$ 53,045	\$ 1,916,719	1,717
13	55 Riverside Drive, New Liskeard, PQ J1P0	New Liskeard	Riverside Place Community Hall	GENERAL	HCB with alarm	H	\$ 1,815,468	\$ 173,891	\$ 2,009,360	2,099
14	181 Drive Inn Theatre Road, Dymond Township, PQ J1P0	Dymond Township	Municipal Office & Fire Hall & Equipment Depot	GENERAL	HCB and metal clad	H	\$ 1,789,180	\$ 150,708	\$ 1,938,888	1,939
18	325 Fair Drive, Halleybury, PQ J1K0	Halleybury	City Hall & Art Gallery	GENERAL	FR with sprinklers and alarm	H	\$ 6,318,044	\$ 741,935	\$ 7,059,979	7,060
17	50 Whitewood Avenue, New Liskeard, PQ J1P0	New Liskeard	Library	LIBRARY	Stone with alarm	H	\$ 1,773,573	\$ 313,564	\$ 2,087,137	2,087
18	543 Lakeshore Drive, Halleybury, PQ J1K0	Halleybury	Library	LIBRARY	Brick with alarm	H	\$ 882,555	\$ 158,135	\$ 1,041,690	1,042
19	305 Fair Drive, Halleybury, PQ J1K0	Halleybury	Office & Garage	MARINA	Frame	H	\$ 318,270	\$ -	\$ 318,270	318
20	189 Riverside Drive, New Liskeard, PQ J1P0	New Liskeard	Marina	MARINA	Frame	H	\$ 224,320	\$ 25,738	\$ 250,058	250
21	95 Meridian Avenue, Halleybury, PQ J1K0	Halleybury	Medical Centre	MEDICAL CENTRE	FR with alarm	H	\$ 1,740,418	\$ 10,609	\$ 1,751,027	1,751
22	285 Whitewood Avenue, New Liskeard, PQ J1P0	New Liskeard	Medical Centre	MEDICAL CENTRE	HCB with alarm	H	\$ 957,876	\$ 26,523	\$ 984,399	984
23	308 Broadway Street, Halleybury, PQ J1K0	Halleybury	Filialion Building & Changehouse	PARKS/REC	HCB	H	\$ 1,708,929	\$ -	\$ 1,708,929	1,710
25	451 Fair Drive, Halleybury, PQ J1K0	Halleybury	Herbour Office, Carriean & Washroom	PARKS/REC	Brick	H	\$ 371,315	\$ -	\$ 371,315	371
26	400 Monaseta Drive Drive, Halleybury, PQ J1K0	Halleybury	Garage, Washroom & Food Bank	PARKS/REC	Frame	H	\$ 81,033	\$ -	\$ 81,033	81

Property Premium Breakdown
 NAME OF INSURED: CORPORATION OF THE CITY OF TEMISKAMING SHORES
 PROPERTY POLICY NUMBER: 3630288
 POLICY PERIOD: July 1, 2016 TO July 1, 2017
 AS OF: July 1, 2016

ITEM NO.	LOCATION	CITY	DESCRIPTION	TYPE	CONSTRUCTN	FIRE PROT'N	BUILDING VALUE	EQUIPMENT VALUE	CONTENT / EQUIPMENT VALUE	TOTAL VALUE	2016 PREMIUM
27	460 Montselle Drive, Halleybury, POJ 1K0	Halleybury	Concession Booth & Washrooms	PARKS/REC	Frame	H	\$ 57,848	\$ 6,956	\$ -	\$ 64,803	66
28	Bucks Centennial Park, North Cobalt, POJ 1K0	North Cobalt	Chalet	PARKS/REC	Timber Frame	H	\$ 373,286	\$ 7,187	\$ -	\$ 380,474	390
32	Shaver Park, North Cobalt, POJ 1K0	North Cobalt	Storage	PARKS/REC	WOOD		\$ 39,068	\$ -	\$ -	\$ 39,068	39
33	Shaver Park, North Cobalt, POJ 1K0	North Cobalt	Outdoor Rink & Floodlights	PARKS/REC	WOOD		\$ 24,563	\$ -	\$ -	\$ 24,563	25
34	77 Wellington St. South, New Liskeard, POJ 1P0	New Liskeard	Food & Fitness Centre	PARKS/REC	FR with alarm	H	\$ 8,118,078	\$ 1,318,400	\$ -	\$ 9,434,478	9,434
37	Main beach, New Liskeard, POJ 1P0	New Liskeard	Announcers Booth & Storage	PARKS/REC	WOOD	H	\$ 28,982	\$ 31,827	\$ -	\$ 60,809	61
38	Main beach, New Liskeard, POJ 1P0	New Liskeard	Washroom	PARKS/REC	HCB	H	\$ 67,933	\$ -	\$ -	\$ 67,933	68
39	Main beach, New Liskeard, POJ 1P0	New Liskeard	Picnic Shelter	PARKS/REC	WOOD	H	\$ 40,575	\$ -	\$ -	\$ 40,575	41
40	"The Spur Line", New Liskeard, POJ 1P0	New Liskeard	Concession Booth & Washrooms	PARKS/REC	HCB	H	\$ 125,867	\$ 41,200	\$ -	\$ 167,067	167
41	New Liskeard, POJ 1P0	New Liskeard	Judges Stand, Agriculture Grounds	PARKS/REC	Frame	H	\$ 39,068	\$ -	\$ -	\$ 39,068	39
42	Wellington Street, New Liskeard, POJ 1P0	New Liskeard	Quonset Hut Storage	PARKS/REC	METAL CLAD	H	\$ 106,060	\$ 53,045	\$ -	\$ 159,105	159
43	Dymond Park, Dymond, POJ 1P0	Dymond Township	Change House, Washroom & Storage	PARKS/REC	HCB	H	\$ 105,810	\$ 11,563	\$ -	\$ 117,373	117
44	Dymond Park, Dymond, POJ 1P0	Dymond Township	Picnic Shelter	PARKS/REC	WOOD	H	\$ 18,780	\$ -	\$ -	\$ 18,780	19
45	Dymond Park, Dymond, POJ 1P0	Dymond Township	Concession Stand & Washroom	PARKS/REC	HCB	H	\$ 70,832	\$ -	\$ -	\$ 70,832	71
46	Dymond Park, Dymond, POJ 1P0	Dymond Township	Outdoor Rink & Floodlights	PARKS/REC	WOOD	H	\$ 34,778	\$ 10,909	\$ -	\$ 45,687	45
50	Various Locations		Recreational Floodlighting	PARKS/REC			\$ 442,811	\$ -	\$ -	\$ 442,811	443
51	Various Locations		Recreational Fencing	PARKS/REC			\$ 189,837	\$ -	\$ -	\$ 189,837	200
52	Various Locations		Playground Equipment	PARKS/REC			\$ 309,542	\$ -	\$ -	\$ 309,542	310
53	Various Locations		Specialist Bleachers	PARKS/REC			\$ 180,963	\$ -	\$ -	\$ 180,963	181
55	Various Locations		Parks and Recreation Contents and Equipment	PARKS/REC			\$ -	\$ 65,151	\$ -	\$ 65,151	65
56	21 May Street, New Liskeard, POJ 1P0	New Liskeard	Quonset Hut	PARKS/REC			\$ 53,045	\$ -	\$ -	\$ 53,045	53
57	Lakeshore Rd, New Liskeard, POJ 1P0	New Liskeard	Skateboard Park	PARKS/REC	Cement		\$ 106,060	\$ -	\$ -	\$ 106,060	108
72	501 Broadway Street, Halleybury, POJ 1K0	Halleybury	Equipment Depot	WORKS	METAL CLAD	H	\$ 748,471	\$ 106,060	\$ -	\$ 854,531	856
73	500 Broadway Street, Halleybury, POJ 1K0	Halleybury	Public Works Office	WORKS	Frame	H	\$ 202,625	\$ 21,218	\$ -	\$ 223,843	224
74	500 Broadway Street, Halleybury, POJ 1K0	Halleybury	Workshop and Storage shed	WORKS	HCB	H	\$ 483,014	\$ 42,436	\$ -	\$ 525,450	526

Property Premium Breakdown
 NAME OF INSURED: CORPORATION OF THE CITY OF TEMISKAMING SHORES
 PROPERTY POLICY NUMBER: 3630289
 POLICY PERIOD: July 1, 2016 TO July 1, 2017
 AS OF: July 1, 2016

ITEM NO.	LOCATION	CITY	DESCRIPTION	TYPE	CONSTRUCT'N	FIRE PROT'N	BUILDING VALUE	CONTENT / EQUIPMENT VALUE	TOTAL VALUE	2016 PREMIUM
76	800 View Street, Halleybury, POJ 1K0	Halleybury	Sand & Sill Shed	WORKS	Frame	H	\$ 300,948	\$ -	\$ 300,948	301
77	600 View Street, Halleybury, POJ 1K0	Halleybury	Storage Shed	WORKS	WOOD	H	\$ 26,200	\$ -	\$ 26,200	26
78	200 Lakeshore Road, New Liskeard, POJ 1P0	New Liskeard	Garage #1 & Offices	WORKS	HCB	H	\$ 1,591,350	\$ 530,450	\$ 2,121,800	2,122
79	200 Lakeshore Road, New Liskeard, POJ 1P0	New Liskeard	Works Garage #2 and #3	WORKS	STEEL ON STEEL	H	\$ 1,229,758	\$ 53,045	\$ 1,282,803	1,283
80	181 Drive Inn Theatre Road, Dymond Township, POJ 1P0	Dymond Township	Salt and Sand Shed	WORKS	Frame	H	\$ 168,236	\$ -	\$ 168,236	168
81	200 Lakeshore Road, New Liskeard, POJ 1P0	New Liskeard	Quonset Hut	WORKS	STEEL ON STEEL	H	\$ 212,180	\$ 28,523	\$ 239,703	239
82	Various Locations	Ternishaming Shores	Various Mobile Equipment	WORKS			\$ -	\$ 2,265,372	\$ 2,265,372	2,265
83	Various Locations	Ternishaming Shores	Miscellaneous Tools Equipment, Materials and Supplies	WORKS			\$ -	\$ 400,028	\$ 400,028	400
84	7 Barr Drive, New Liskeard Ontario POJ1P0	New Liskeard	2010 Wecker Neuson 550 sh 349090132	WORKS			\$ -	\$ 58,350	\$ 58,350	58
85	7 Barr Drive, New Liskeard Ontario POJ1P0	New Liskeard	2000 Sakco Ballera, Bale, S/n 10957962	WORKS			\$ -	\$ 159,135	\$ 159,135	159
86	7 Barr Drive, New Liskeard Ontario POJ1P0	New Liskeard	Recycling Facility - (Parcel 24756 Section SST, Part South 1/2 Lot 7, Concession 1, Dymond Part 1 Plan 54R-4278, (Third Party operated)	WORKS	Prefab Steel		\$ 265,225	\$ 25,750	\$ 290,975	291
87	7 Barr Drive, New Liskeard Ontario POJ1P0	New Liskeard	New Case Model Model 721PXT Wheel Loader with Bucket s/n NDF221052	WORKS			\$ -	\$ 177,924	\$ 177,924	178
101	Little Claywell Museum	New Liskeard	Museum	REC			\$ 51,500	\$ 5,150	\$ 56,650	57

SCHEDULE OF INSURED VEHICLES
 NAME OF INSURED: CORPORATION OF THE CITY OF TEMISKAMING SHORES
 AUTO POLICY NUMBER: 3630559
 POLICY PERIOD: July 1, 2016 to July 1, 2017
 AS OF: July 1, 2016

ITEM NO.	YEAR	MAKE / MODEL	V.I.N.	R.I.N.	VALUE	2016 PREMIUM
FIRE DEPARTMENT						
1	1989	Ford Pumper-8000		A28745	>\$100,000 \$	1,150
2	1991	Ford Van		A01376	<\$100,000 \$	460
3	2001	International		346592	<\$100,000 \$	460
4		GMC C70C Pumper		511460	>\$100,000 \$	1,150
5	2008	GMC Emergency Van		402410	<\$100,000 \$	575
6	1994	GMC Emergency Van		501680	<\$100,000 \$	575
7	2003	Int'l Fire Truck			>\$100,000 \$	1,150
8	2003	Commercial Pumper		L68442	>\$100,000 \$	1,150
9	2005	Chev Tahoe	1GNEK13Z75R199865		<\$100,000 \$	460
10	2005	Chev Tahoe	1GNEK13Z35R203412		<\$100,000 \$	460
11	2005	Chev Tahoe	1GNEK13Z05R203125		<\$100,000 \$	460
12	2012	Freightliner Pumper/Tanker	1FVHCYBSOCHBP79630		>\$100,000 \$	1,150
13	2003	Freightliner Pumper	1FVABXAK43HL68442		>\$100,000 \$	1,150
14	2015	International 4400 Fire Truck	1HTMKAZRXFH710734		>\$100,000 \$	1,150
PARKS & RECREATION						
15	2001	Pace Skateboard Trailer		072414	Trailer \$	288
16	2005	Ford F150 PU		A35221	<\$100,000 \$	460
17	2003	GMC Pickup		241945	<\$100,000 \$	460
18	2000	GMC PU		36867	<\$100,000 \$	460
19	2009	Chev Silverado PU		107535	<\$100,000 \$	460
20	2010	GMC Sierra	1GTPKTEX3AZ61281		<\$100,000 \$	460
21	2010	Chevrolet Silverado	1GCPCEX1AZ276401		<\$100,000 \$	460
22	2010	Chevrolet Silverado	1GCPCEX1AZ287365		<\$100,000 \$	460
23	2011	Chevrolet Silverado	1GCNKPEABZ366450		<\$100,000 \$	460
24	2011	Chevrolet Silverado	1GCNKPEA6BZ358993		<\$100,000 \$	460
25	2013	Dump Trailer	5LEB1D226D1136312		Trailer \$	288
26	2012	Utility Trailer	2JDUTD522A1000639		Trailer \$	288
27	2016	Chevrolet Silverado	1GCNKNE05GZ249030		<\$100,000 \$	460
28	2016	Chevrolet Silverado	1GCNKNEC1GZ248702		<\$100,000 \$	460
29	2016	Chevrolet Silverado	1GCNKNECXGZ251430		<\$100,000 \$	460
WORKS DEPARTMENT						
30	2005	Chev Silverado		310893	<\$100,000 \$	460
31	2005	Chev Silverado		307453	<\$100,000 \$	460
32	2004	GMC Sierra Pickup		130523	<\$100,000 \$	460
33	2004	GMC Sierra Pickup		286729	<\$100,000 \$	460
34	2004	GMC Sierra Pickup		180797	<\$100,000 \$	460

5. CHANGES IN PREMIUM, EXPOSURE & COVERAGE FROM EXPIRING POLICY

Premiums for all municipalities are continuing to increase under all sections of coverage. The increases are driven by claims trending upwards. The continuous unresolved issue of Joint and Several has resulted in losses reaching the reinsurance level.

Note many municipalities are increasing their deductibles to offset the premium increases. We have provided alternative deductible options as per the Municipality's request. Increasing the policy deductibles can assist the Municipality in reducing their Insurance costs. We suggest the Municipality consider this.

- MUNICIPAL LIABILITY**
- Market conditions for Municipalities (Loss Trends, Joint & Several Liability) and the City's resulted in a 5% increase
 - To increase the current Liability deductible of \$25K to \$50K, the premium savings that will apply is \$28,805.

- EXCESS LIABILITY**
- Placed 4 transit buses that are being insured separately by the Leasing Company unto the City's Excess Liability coverage. \$40,000,000 excess of \$10,000,000 underlying policy as per expiring.

- PROPERTY**
- Increased the value of all buildings, contents and equipment by 3% to reflect inflation.
 - The following changes were made to the Property listing

Mount Pleasant Cemetery, Haileybury, P0J 1K0	Columbarium	\$ -	Deleted Values @ \$44,802
Shepardson Road, New Liskeard, P0J 1P0	Columbarium	\$ -	Deleted Values @ \$45,895
Various Locations	Fire Department Radios	\$ -	Deleted as of 2016 renewal
70165 Rockly Road, Dymond, P0J 1P0	Landfill Office & Storage	\$ -	Deleted as of 2016 renewal
301 Browning Street, Haileybury, P0J 1K0	Water Slide & Pumphouse	\$ -	Deleted valued @ \$413,745 as of 2016 renewal
Bucke Centennial Park, North Cobalt, P0J 1K0	Water Pumphouse	\$ -	Deleted valued @ \$100,000 as of 2016 renewal
Murray Daniels Park, North Cobalt, P0J 1K0	Concession Booth & Washrooms	\$ -	Deleted Values @ \$66,542 as of 2016 renewal
Murray Daniels Park, North Cobalt, P0J 1K0	Office & Storage garage	\$ -	Deleted Values @ \$44,864 as of 2016 renewal



Main beach, New Liskeard, P0J 1P0	Band Stand	\$ 33,271	Deleted Content Value \$5,796 as of 2016 renewal
Main beach, New Liskeard, P0J 1P0	Craft Building	\$ 107,001	Deleted Content Value \$10,609 as of 2016 renewal
Dymond Park, Dymond, P0J 1P0	Announcers Booth	\$ -	Deleted values @ \$2,122 as of 2016 renewal
Various Locations	Two (2) Kiosks	\$ -	Deleted values @ \$14,375 as of 2016 renewal
Various Locations	Twelve (12) Picnic Shelters	\$ -	Deleted values @ \$28,982 as of 2016 renewal
Various Locations	Leased Bleachers	\$ -	Deleted as of 2016 renewal
Montgomery Street, New Liskeard, P0J 1P0	Lift Station	\$ -	Deleted values @ \$450,883 as of 2016 renewal
Whitewood Avenue, New Liskeard, P0J 1P0	Lift Station	\$ -	Deleted values @ \$1,581,250 as of 2016 renewal
Cedar/Armstrong Street, New Liskeard, P0J 1P0	Lift Station	\$ -	Deleted values @ \$106,090 as of 2016 renewal
Niven Street, New Liskeard, P0J 1P0	Sewage Pumphouse	\$ -	Deleted values @ \$1,974,823 as of 2016 renewal
783495 Grey Road, Dymond, P0J 1P0	Lift Station	\$ -	Deleted values @ \$530,450 as of 2016 renewal
Farr Drive, Haileybury	Sanitary Lift Station	\$ -	Deleted values @ \$530,450 as of 2016 renewal
Groom Drive, North Cobalt	Sanitary Lift Station	\$ -	Deleted values @ \$79,568 as of 2016 renewal
Station Drive, North Cobalt	Sanitary Lift Station	\$ -	Deleted values @ \$530,450 as of 2016 renewal
Browning Street, Haileybury	Haileybury Water Treatment Plant Low Lift Station	\$ -	Deleted values @ 265,225 as of 2016 renewal

Jaffray Street, New Liskeard	Goodman Lift Station	\$ -	Deleted values @ \$1,966,909 as of 2016 renewal
286 Raymond Street, Dymond, P0J 1K0	Pump House #1	\$ -	Deleted values @ \$75,237 as of 2016 renewal
286 Raymond Street, Dymond, P0J 1K0	Pump House #2	\$ -	Deleted values @ \$85,323 as of 2016 renewal
Proctors Road North, Cobalt	Aluminum Room	\$ -	Deleted values @ \$28,411 as of 2016 renewal
Niven Street S, Haileybury	Water Reservoir & Pumping Station	\$ -	Deleted values @ \$1,326,125 as of 2016 renewal
500 Broadway Street, Haileybury, P0J 1K0	Storage Garage	\$ -	Deleted values @ \$24,984 as of 2016 renewal
311 Farr Drive, Haileybury, P0J 1K0	Fuel Tank	\$ -	Deleted values @ \$14,205 as of 2016 renewal
1 Riverside Drive, New Liskeard, P0J 1P0	Fuel Tank	\$ -	Deleted values @ \$56,822 as of 2016 renewal
200 Lakeshore Drive, New Liskeard	Fuel Tank	\$ -	Deleted values @ \$79,568 as of 2016 renewal
500 Broadway Street, Haileybury, P0J 1K0	Fuel Tank	\$ -	Deleted values @ \$14,206 as of 2016 renewal
325 Farr Drive, Haileybury, P0J 1K0	Bronze Monument - Man Rescuing Baby	\$ -	Deleted values @ \$173,891 as of 2016 renewal
Main Street, Haileybury, P0J 1K0	Charles Cobbold Farr Monument	\$ -	Deleted values @ \$23,185 as of 2016 renewal
883356 Highway 65 East, Dymond, P0J 1P0	Statue of Cow	\$ -	Deleted values @ \$17,389 as of 2016 renewal
Dymond Township, Dymond, P0J 1P0	Sign at Industrial Park	\$ -	Deleted values @ \$34,778 as of 2016 renewal
545 Lakeshore Drive, Haileybury, P0J 1K0	Fine Arts - Library/Art Gallery Haileybury	\$ -	Deleted values @ \$18,780 as of 2016 renewal

545 Lakeshore Drive, Haileybury, POJ 1K0	Exhibition Floater	\$ -	Deleted as of 2016 renewal
7 Barr Drive, New Liskeard Ontario POJ1P0	LA9/EOH Sweepster angle broom	\$ -	Deleted values @ \$17,021 as of 2016 renewal
Haileybury Beach	Granite Monument	\$ -	Deleted values @ \$4,635 as of 2016 renewal
Haileybury Cenotaph	Granite Monument	\$ -	Deleted values @ \$4,635 as of 2016 renewal
Highway Signs	3 Highway signs	\$ -	Deleted values @ \$61,800 as of 2016 renewal
314 Broadway, Haileybury, ON POJ 1K0		\$ -	Deleted values @ \$206,000 as of 2016 renewal
Various Locations	2015 Vacuum truck on Western Star, 4700 Cab and Chassis	\$ 369,000	Added effective June 03, 2016
Various Locations	2016 Trackless Sidewalk Machine MT6	\$ 160,000	Added effective June 03, 2016

- To increase the current Property deductible of \$5K to \$10K, the premium savings that will apply is \$2,731.
- To increase the current Property deductible of \$5K to \$25K, the premium savings that will apply is \$9,191.

AUTOMOBILE

- Please note that effective June 1, 2016, the Ontario government has introduced changes to the Auto insurance system to help make premiums more affordable. These changes **only apply to Auto policies issue and/or renewed on or after June 1, 2016.**

The most significant changes to your policy are:

Benefit	Current Policy	New Policy	You can choose
Medical and Rehabilitation for <u>non-catastrophic injuries</u>	\$50,000	These benefits have been combined and reduced to \$65,000 total	Increase the benefit to \$130,000 total for non-catastrophic injuries
Attendant Care for <u>non-catastrophic injuries</u>	\$36,000		
Medical and Rehabilitation for <u>catastrophic injuries</u>	\$1,000,000	These benefits have been combined and reduced to \$1,000,000 total	An additional \$1,000,000 for a total of \$2,000,000 for catastrophic injuries
Attendant Care for <u>catastrophic injuries</u>	\$1,000,000		
Medical, Rehabilitation and Attendant Care, <u>all injuries</u>	Not applicable	Not applicable	Increase the combined non-catastrophic benefit to \$1,000,000 and the combined catastrophic benefit total to \$2,000,000

- We have included the **BFL CANADA Auto Reform Brochure** which provides further details for your reference this this proposal. **Please refer to Section 6 of this proposal to review the BFL CANADA Auto Reform Brochure and alternative quotes to increase the Accident Benefit limits.**
- Total Vehicle Count increased to 54 from 52
- The following is vehicle count breakdown:

Owned Automobile	Number
Non-Emergency < \$100,000	33
Non-Emergency > \$100,000	9
Fire < \$100,000	2
Fire > \$100,000	7
Police	
Trailers	3
Unlicensed / No PD	
Ambulance	
Bus (7 or less passengers)	
Bus (more than 7 passengers)	
	54



6. BFL CANADA AUTO REFORM BROCHURE & ALTERNATIVE ACCIDENT BENEFITS QUOTE



TYPES OF COVERAGE

If you own a vehicle in Ontario, you're required by law to purchase coverage in case an accident occurs. At a minimum you must carry **third-party liability**, **accident benefits**, **direct compensation property damage** and **uninsured automobile**. You have the option to increase limits and purchase additional **accident benefit coverage** to protect your lifestyle.

THIRD PARTY LIABILITY

Protects you when someone is injured or killed, or property is damaged. Pays defense costs to settle claims from any lawsuits against you, up to the set limit. Legally in Ontario you must carry at least \$200,000 in liability.

ACCIDENT BENEFITS

If you've been injured in an accident, regardless of who caused it, accident benefits cover expenses not covered by OHIP like rehabilitation, caregiving and loss of income. See chart for changes/options.

DIRECT COMPENSATION PROPERTY DAMAGE

If someone else is at fault for an accident, direct compensation covers damage to your vehicle, its contents and equipment (stereo, speakers) including loss of use and contents.

UNINSURED AUTOMOBILE

Protects you and your family if you're injured or killed by a hit-and-run driver or an uninsured motorist; covers damage to your vehicle caused by identified, uninsured drivers.

ACCIDENT BENEFITS COVERAGE	PRIOR TO JUNE 2016	AS OF JUNE 2016	OPTIONS
Medical, Rehabilitation and Attendant Care Benefit¹ Medical and Rehabilitation: Reimbursement for reasonable, necessary medical and rehabilitation expenses like physiotherapy not covered by OHIP or Group Insurance Plans. Attendant Care: Reimbursement for an attendant to look after you either at home or within a healthcare facility. Non-Catastrophic Injuries: Minor Injuries (sprains, whiplash) + Serious Injuries (broken bones). Catastrophic Injuries: Loss of a limb, para/quadruplegia.	\$50,000 for Medical and Rehabilitation (for Non-Catastrophic Injuries) \$36,000 for Attendant Care (for Non-Catastrophic Injuries) \$1,000,000 for Medical and Rehabilitation (for Catastrophic Injuries) \$1,000,000 for Attendant Care (for Catastrophic Injuries)	\$65,000 total for Medical, Rehabilitation and Attendant Care (for Non-Catastrophic Injuries) \$1,000,000 total for Medical, Rehabilitation and Attendant Care (for Catastrophic Injuries)	Increase Non-Catastrophic benefit to \$1,50,000 total Add an additional \$1,000,000 for a total of \$2,000,000 for Catastrophic Injuries Increase combined all injury benefit to \$1,000,000 and combined Catastrophic benefit total to \$2,000,000 ²
Caregiver Benefit	Up to \$250/week for first dependant, \$50/week for additional dependants (Catastrophic Injuries only)	No Change	Extend benefit to cover all injuries (not just Catastrophic)
Housekeeping and Home Maintenance Expenses	Reimbursement for someone to carry out your household responsibilities.	No Change	Extend benefit to cover all injuries (not just Catastrophic)
Income Replacement Benefit	A weekly income up to \$400; begins one week after the accident occurs.	No Change	Increase to \$600, \$800 or \$1,000/week
Dependant Care Benefit	Reimbursement for additional expenses to care for your dependants if you're employed and injured from a car accident.	No Change	Purchase up to \$75/week for first dependant and \$25/week for additional dependants (max \$150/week)
Death and Funeral Benefit	A lump sum payout to your spouse and dependant(s); a second lump sum payout to cover the cost of funeral expenses.	No Change	Increase to \$50,000 for spouse; \$20,000 for each dependant Increase to \$8,000 for funeral
Indexation Benefit	Adjustment of benefits to account for changes in inflation.	No Change	Adjust annually according to the Consumer Price Index of Canada
Tort Deductible	The amount deducted for court awarded compensation for pain and suffering.	No Change	Reduce deductible by \$10,000 regardless of annual indexation

¹ Medical, Rehabilitation and Attendant Care Benefits for minor injuries are fixed at a max limit of \$3,500.

² If you purchase both the additional Medical, Rehabilitation and Attendant Care benefit for catastrophic injuries and for all injuries, the total eligible benefit amount for a catastrophic impairment would be \$3,000,000.

To help stabilize rates, the Ontario government has implemented changes to auto insurance. Several measures are aimed at reducing fraud and abuse of the system, which increase premiums.

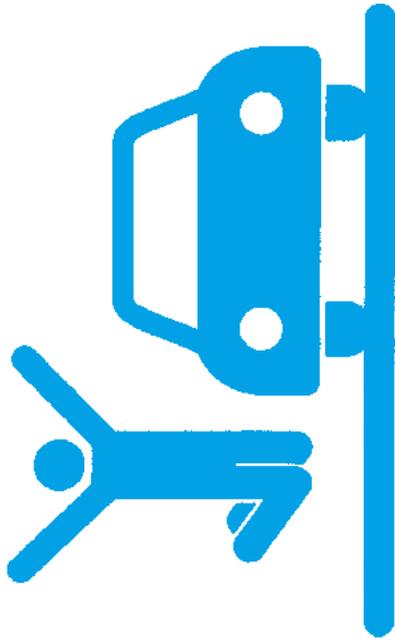
As your lifestyle changes, so do your coverage needs. Regular reviews of your policy will ensure you have the coverage best-suited to your lifestyle.

LIFESTYLE QUESTIONS

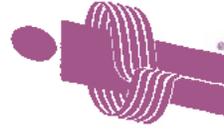
- Do you make more than \$30,000/year?
Consider increasing your Income Replacement Benefit to \$600, \$800 or \$1,000.
- Are there people in your life who depend on you financially or for care (children, elderly or disabled)?
Consider extending your Caregiver Benefit and/or adding a Dependant Care Benefit.
- Does your employer provide a Group Insurance Plan?
Talk to your administrator to find out what you're covered for and consider increasing your Medical Rehabilitation Benefit. Most benefit packages are limited to \$500 a year per practitioner, and OHIP doesn't cover things like occupational therapy, private nursing and psychology.

Auto insurance coverage can be confusing. A licensed insurance broker will explain important details, review costs of increasing coverage and help you make informed decisions. They shop the market to find the right coverage based on your lifestyle. Consider an insurance broker as your trusted advisor.

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ONTARIO AUTO INSURANCE CUSTOMIZED



Your Best Insurance
is an Insurance Broker

BFL CANADA
Risk and Insurance Services Inc.
181 University Avenue, Suite 1700
Toronto, Ontario M5H 3M7

Tel: 416-599-5530
Toll Free: 1-800-668-5901
Fax: 416-599-5458

bflcanada.ca



<u>Accident Benefits Section</u>	<u>Coverage prior to June 1st, 2016</u>	<u>Options Available, as of June 1st, 2016</u>	<u>Pricing (AIG)</u>	<u>Comments/Underwriting Factors, any additional information required</u>
Medical, Rehabilitation and Attendant Care Benefit	\$65,000 total for Medical, Rehabilitation and Attendant Care (<i>for Non-Catastrophic Injuries</i>)	Increase Non Catastrophic benefit to \$130,000 total	\$53	
Medical, Rehabilitation and Attendant Care Benefit	\$1,000,000 total for Medical, Rehabilitation and Attendant Care (<i>for Catastrophic Injuries</i>)	Add an additional \$1,000,000 for a total of \$2,000,000 for Catastrophic Injuries	\$81	
Medical, Rehabilitation and Attendant Care Benefit		Increase combined all injury benefit to \$1,000,000 and combined Catastrophic benefit total to \$2,000,000	\$131	
Caregiver Benefit	Up to \$250/week for first dependant; \$50/week for additional dependants (<i>Catastrophic Injuries only</i>)	Extend benefit to cover all injuries (not just Catastrophic)	\$81	
Housekeeping and Home Maintenance Expenses	Up to \$100/week (<i>Catastrophic Injuries only</i>)	Extend benefit to cover all injuries (not just Catastrophic)	\$81	
Income Replacement Benefit	70% of gross income up to \$400/week	Increase to \$600, \$800 or \$1,000/week	\$95, \$169, \$242	
Dependant Care Benefit	Not Provided	Purchase up to \$75/week for first dependant and \$25/week for additional dependants (max \$150/week)	\$13	
Death and Funeral Benefit	\$25,000 to spouse; \$10,000 to each dependant	Increase to \$50,000 for spouse; \$20,000 for each dependant	\$13	
Death and Funeral Benefit	Up to \$6,000 for Funeral	Increase to \$8,000 for funeral	\$9	
Indexation Benefit	Not Provided	Adjust annually according to the Consumer Price Index of Canada	\$304 \$259 \$156	For the insured age < 25 For insured age 25 – 54 For insured age > 54
Tort Deductible	\$36,905.40 deductible (Jan 1 – Dec 31, 2016)	Reduce deductible by \$10,000 regardless of annual indexation	\$23	

*per unit charge for different options

7. RECOMMENDED IMPROVEMENTS/CHANGES IN COVERAGE**CYBER LIABILITY**

Cyber Insurance policies are there to support the Insured when your computer security system has been breached and the personal data of your residents and staff are lost. These policies cover the cost of security breach notifications, privacy liability, crisis management, public relations expenses and regulatory defence costs and penalties.

**OWNER CONTROLLED
INSURANCE PROGRAM -
CONSTRUCTION
PROJECTS**

Municipalities build new Offices, Public Works Facilities and Community Centres to better serve their community. An important part of these projects is to ensure the proper insurance is in place to protect the Municipality and its interests.

The Owner Controlled Insurance Program is an effective way for a Municipality to have control over their construction project insurance requirements. As the Municipality is the entity organizing the insurance on the project, it can make sure the policies have the correct wording, coverage and limits. An OCIP includes: insurance requirements for the engineering and design professionals (architects, contractors etc), general liability (includes wrap-up liability), environmental and property insurance (course of construction and building materials).

BFL works with each Municipality to create an OCIP policy and risk management plan for their individual construction projects.

**MUNICIPAL OFFICIALS'
CRITICAL ILLNESS**

Pays benefits to Insured Persons under the age of 70 years who suffer a "Critical Illness".

Please see Section 6 for a full breakdown of coverage and limits.

**USERS FACILITY
PROGRAM**

This policy is for the Town's facilities where third parties may rent rooms for private functions and activities. An important Risk Management step is to ensure third party renters have their own insurance when using the Town's facilities. Our Users Facility Program is a "user friendly" system which gives third party renters affordable and easily accessible insurance.

This program is not a Public Entity Insurance Program and does not replace or participate with your General Insurance Program. The User Program enhances your General Insurance Program by transferring the risk. It also offers the following advantages to both the User and the Town:

- It provides the Town with direct knowledge of the insurance protection including its terms, conditions, limitations and the financial stability of the insurer without depending upon the User to find suitable insurance.
- The User is relieved of the need and difficulties of finding acceptable insurance and of providing their own Certificate of Insurance.
- It eliminates the expensive minimum premium cost to the User for "one shot" policies.
- It eliminates the need for the Town to require a Certificate of Insurance from the Users.
- It is convenient and functional to both the Town and its Users.

8. COVERAGE DESCRIPTIONS

The pages that follow offer a brief description of coverages available to municipal entities, including some policy conditions, special features, and exclusions applicable to these lines of Insurance: (see Policy wording for actual conditions and exclusions).

Casualty Insurance Coverage

- Municipal General Liability Insurance
- Legal Expense for Statute Law (including Conflict of Interest and Wrongful Dismissal) Insurance
- Public Officials (Errors & Omissions) Liability Insurance
- Municipal Employee Benefits Liability Insurance
- SPF 6 – Standard Non-Owned Automobile Insurance
- Owned Automobile Insurance (including leased vehicles)
- Follow Form Excess Liability Insurance
- Environmental Impairment Liability Insurance
- Crime Insurance

Property Insurance Coverage

Property Insurance – Combined Physical Damage Broad Form

Accident Coverage

- Municipal Officials' Accident Insurance
- Municipal Officials' Critical Illness
- Volunteer Fire Fighters' Accident Insurance

Casualty Insurance Coverage

User Facility Program

(Risk Management)

Please refer to Summary of Proposed Coverages, Limits, Deductibles and Premiums to confirm which of the above lines of coverage are included in this premium quotation.

MUNICIPAL GENERAL LIABILITY INSURANCE

Description Pays those sums that the Insured becomes legally obligated to pay as compensatory damages because of bodily injury (including personal injury) or property damage

Details of Coverage and Conditions

- Liability for Bodily Injury and Property Damage
- Incidental Medical Malpractice (including use of defibrillation equipment) included to policy limit
- Contingent Employers' Liability
- Blanket Contractual Liability
- Liability under the Provincial Liquor License Act
- Personal Injury Liability
- Tenants Legal Liability
- Medical Payments
- Abuse/Molestation
- Claims settled on an occurrence basis

Named Insured includes

- The Public Sector Entity and all Additional Insureds named on the Policy
- Council Members
- Employees
- Volunteers
- Committee Members
- Appointees
- Statutory Officers
- Fire Fighters
- Volunteer Boards, Commissions and Committees (including their Officers, Employees, and Volunteers)

The following lines of coverage are not insured under this section of the policy

- Nuclear Liability
- *Environmental Impairment Liability
- *Errors and Omissions Liability
- *Automobile Liability

Those lines of coverage marked with an asterisk (*) may be insured elsewhere under the package policy or under a separate policy. Please see Summary of Proposed Coverages, Limits, Deductibles, and Premiums to confirm whether these lines of coverage have been included in the quotation.

The following operations and activities are not insured under the policy. These operations and activities may be added to the policy by special endorsement. Please contact our office if coverage is required for any of these operations and activities:

- Aircraft / Airports / Helipads
- Electrical and / or Gas Utilities
- Hospitals
- Rodeos
- Port Authorities
- Agricultural Fairs and Exhibitions
- Demolition Derbies
- Snowmobile Races

Special Extension of Coverage

Voluntary Compensation can be paid to employees or volunteers of the Insured who suffer an accidental bodily injury while working for the Insured, whether or not the Insured is liable for such bodily injury. This coverage will also pay Medical, Surgical, Pharmaceutical and Hospital expenses within a certain time frame following the accident causing injury.

Voluntary Compensation – Summary of Benefits Schedule

Loss of Life	Up to \$50,000
Temporary Total Disability	Up to \$50,000
Permanent Total Disability	Up to \$50,000
Loss or Total Irrecoverable Loss of Use of:	
Arm	Up to \$50,000
Leg	Up to \$50,000
Hand at Wrist	Up to \$40,000
Foot at Ankle	Up to \$37,500
Thumb	Up to \$12,500
Index Finger	Up to \$12,500
Other Finger	Up to \$ 7,500
Big Toe	Up to \$ 7,500
Other Toe	Up to \$ 5,000
One Eye	Up to \$25,000
Two Eyes	Up to \$50,000
Hearing in One Ear	Up to \$12,500
Hearing in Both Ears	Up to \$50,000



LEGAL EXPENSE FOR STATUTE LAW (Including Conflict of Interest and Wrongful Dismissal) INSURANCE

Description	Reimburses costs of defending Legal Proceedings against any Insured, even if any of the allegations of the action are groundless, false, or fraudulent.
Legal Proceedings refer to:	<ul style="list-style-type: none"> ▪ Any actual or threatened judicial proceeding brought against the Insured concerning its legal rights, powers, privileges, immunities, duties or liabilities ▪ Any actual or threatened judicial procedure brought against the elected Municipal Official concerning the Municipal Conflict of Interest Act, when a contravention is committed through inadvertence or by reason of a bona fide error in judgment
Extension of Coverage	<ul style="list-style-type: none"> ▪ Wrongful Dismissal extension for reimbursement of legal fees to defend wrongful dismissal actions, subject to a separate limit for any one claim ▪ Extension does not apply to Wrongful Dismissal arising from shutdown, redundancies, merger with another municipality, strike, lockout, labour dispute, or union grievance procedure
Details of Coverage and Conditions	<ul style="list-style-type: none"> ▪ Claims made policy, which insures claims first made during the current policy term ▪ Prior claims are covered, provided the Insured had no knowledge of the claim at the effective date of coverage ▪ Includes reimbursement for Inquiry, Inquest and Judicial Review ▪ Reimbursement as per Provincial guidelines ▪ Applies to both Guilty and Not Guilty verdicts (Criminal Code cases are covered for Not Guilty verdicts only)
Exclusions	<ul style="list-style-type: none"> ▪ Where prohibited by law, Legal Proceedings arising out of contravention of the Criminal Code of Canada, the Highway Traffic Act, or the Municipal Act ▪ Legal Proceedings arising out of employment, or involving labour relations
Named Insured includes	<ul style="list-style-type: none"> ▪ The Public Sector Entity and any Additional Insureds named on the Policy (Wrongful Dismissal only) ▪ Council Members ▪ Employees ▪ Members of Boards, Commissions and Committees

PUBLIC OFFICIALS (ERRORS AND OMISSIONS) LIABILITY INSURANCE

Description	Pays those sums that the Insured becomes legally obligated to pay as compensatory damages because of "Wrongful Acts" (an actual or alleged violation of a federal, provincial or local statutes or an error, omission, misleading statement, neglect or breach of duty).
Details of Coverage and Conditions	<ul style="list-style-type: none">▪ Claims made policy, which insures claims first made during the current policy term▪ Prior acts are covered, provided the Insured had no knowledge of the act at the effective date of coverage▪ Extended reporting period available in the event of termination or non-renewal of the policy▪ No retro-active date
Named Insured includes	<ul style="list-style-type: none">▪ The Public Sector Entity and all Additional Insureds named on the Policy▪ Council Members▪ Employees▪ Committee Members▪ Appointees▪ Statutory Officers▪ Fire Fighters▪ Boards, Commissions and Committees (including their Officers and Employees)

MUNICIPAL EMPLOYEE BENEFITS LIABILITY

Description	Pays claims made by any employee or former employee due to any negligent act, error or omission of the Insured arising out of the administration of employee benefits (Group Life insurance, Group Accident and Health insurance, Pension Plans or Employee Stock Subscription Plans).
Details of Coverage and Conditions	<ul style="list-style-type: none">▪ Claims made policy, which insures claims first made during the current policy term▪ Prior claims are covered, provided the Insured had no knowledge of the claim at the effective date of coverage▪ Extended reporting period available in the event of termination or non-renewal of the policy
Named Insured includes	<ul style="list-style-type: none">▪ The Public Sector Entity and all Additional Insureds named on the Policy▪ Council Members▪ Employees▪ Committee Members▪ Appointees▪ Statutory Officers▪ Fire Fighters▪ Boards, Commissions and Committees (including their Officers and Employees)

SPF 6 – STANDARD NON-OWNED AUTOMOBILE INSURANCE

Description

- Standard Non-Owned Automobile Policy Form (S.P.F. 6)
- Insures against bodily injury or property damage claims arising from the use or operation of vehicles not owned by the Insured (vehicles that are leased, rented or hired for a period of 30 days or less)

Special Coverage Extensions

- S.E.F. No. 94 – Insuring legal liability for all perils of physical damage to vehicles that are leased, rented or hired for a period of 30 days or less.
- S.E.F. No. 96 – Contractual Liability for Elected Officials, Board Members, Employees and Volunteers for excess liability protection over and above any primary automobile insurance, when on business of the Insured, subject to a Resolution having been passed by the Insured, thus forming a Contractual Agreement (not restricted to authorized trips and does not exclude traveling to and from work)

OWNED AUTOMOBILE INSURANCE (Includes Leased Vehicles)

Description	As per Ontario Automobile Policy (O.A.P. 1) or Insured's Provincial equivalent
Details of Coverage and Conditions	<ul style="list-style-type: none">▪ Insures all vehicles owned, operated or leased by the Insured, except those vehicles leased or rented for less than 30 days (please see Non-Owned Automobile for coverage details on these vehicles)▪ All Compulsory coverages are met or exceeded as per the legal requirements of the Insured's Province▪ Physical Damage coverage insures for loss or damage by "All Perils" (unless specifically endorsed otherwise)
Special Coverage Extensions	<ul style="list-style-type: none">▪ Automatic coverage is provided for newly acquired vehicles through the Blanket Fleet Endorsement▪ All operators of insured vehicles are automatically covered, even if under age 25▪ Liability for trailers, whether or not the property of the Insured▪ Construction or maintenance equipment, whether or not attached to the insured vehicle▪ Permission to carry explosives▪ Permission to rent or lease▪ Permission to carry passengers for compensation or hire▪ Replacement cost coverage provided on all vehicles unless otherwise endorsed▪ Only new parts and materials are used when repairs are made▪ Non-owned equipment endorsement▪ Freezing of Fire Fighting equipment

FOLLOW FORM EXCESS LIABILITY INSURANCE

Description	This coverage provides increased limits with respect to certain Liability coverages, as specifically detailed below, so that total liability limits reach \$50,000,000 each.
Follows Form	<ul style="list-style-type: none">▪ Municipal General Liability▪ Tenants Legal Liability▪ Marina Liability (if applicable)▪ Public Officials (Errors and Omissions) Liability▪ Municipal Employee Benefits Liability▪ Municipal Nursing Home and Health Care Facilities Professional Liability (if applicable)▪ Owned Automobile Liability▪ SPF 6 – Standard Non-Owned Automobile
Exclusion	<ul style="list-style-type: none">▪ War and Civil War▪ Radioactive Contamination▪ Nuclear Energy▪ Toxic Mould▪ Absolute Pollution (Hostile Fire exception)▪ Wrongful Dismissal / Legal Expense for Statute Law
Endorsements	<ul style="list-style-type: none">▪ Service of Suit clause▪ Several Liability clause▪ Identification of Insurer / Action Against Insurer clause▪ Canadian Automobile Insurance Specific Conditions endorsement

ENVIRONMENTAL IMPAIRMENT LIABILITY INSURANCE

Description	Pays on behalf of the Insured, Loss that the Insured becomes legally obligated to pay as Claims for Bodily Injury, Property Damage or Clean-up Costs resulting from "Pollution Conditions" (discharge, dispersal, release or escape of any solid, liquid, gaseous or thermal irritant or contaminant, including, but not limited to, smoke, vapours, soot, fumes, acids, alkalis, toxic chemicals, medical waste and waste materials into or upon land, or any structure on land, the atmosphere, or any watercourse or body of water, including ground water, provided such conditions are not naturally present in the environment in the amounts or concentrations discovered).
Details of Coverage and Conditions	<ul style="list-style-type: none">▪ Claims made policy, which insures claims first made during the current policy term▪ Unknown prior impairments are covered, provided the Insured had no knowledge of the impairment at the effective date of coverage▪ Extended reporting period available in the event of termination or non-renewal of the policy and no retro-active date.
Key Exclusions	<ul style="list-style-type: none">▪ Fines or penalties▪ Liability assumed by the Insured under any contract or agreement except any agreement with Her Majesty the Queen as represented by the Minister of the Environment, or any other agreement specifically endorsed onto the policy▪ Intentional Non-Compliance▪ Abandoned Properties and Acquired Properties (until reported and confirmed)▪ Asbestos and Lead
Named Insured includes	<ul style="list-style-type: none">▪ The Public Sector Entity and Additional Insureds named on the Policy▪ Council Members, Employees, Volunteers▪ Committee Members, Appointees▪ Statutory Officers, Fire Fighters▪ Volunteer Boards, Commissions and Committees (including their Officers, Employees and Volunteers)

CRIME INSURANCE

Description	Insures against Employee Dishonesty, Loss of Money and Securities , and those costs associated with determining the amount of the loss. Includes the dishonest or fraudulent acts of any employees, appointed officials, Council members, or volunteers.
Details of Coverage and Conditions	<ul style="list-style-type: none">▪ Employee Dishonesty coverage limit applies on a per claim basis, regardless of the number of employees committing the dishonest act▪ Loss of Money or Securities Inside the Premises▪ Loss of Money or Securities Outside the Premises▪ Money Orders and Counterfeit Paper Currency▪ Depositors Forgery▪ Computer Fraud▪ Audit Expenses
Named Insured includes	<ul style="list-style-type: none">▪ The Public Sector Entity and all Additional Insureds named on the Policy▪ Commissions, Committees, and Volunteer Boards

PROPERTY INSURANCE, INCLUDING BOILER AND MACHINERY INSURANCE

Description	Insures against direct physical loss of or damage to Property of Every Description. Coverage applies to all property owned by the Insured and property for which the Insured is legally liable or has agreed in advance to insure.
Details of Coverage and Conditions	<ul style="list-style-type: none"> ▪ Property insured against All Risks of loss or damage, including Flood and Earthquake ▪ Replacement Cost Basis of Loss Settlement applies, unless endorsed otherwise ▪ No Coinsurance Clause applies ▪ New Generation coverage (increase in the Replacement Cost of equipment when necessary to replace with newer equipment, even if it has greater capacity, processing ability or efficiency) ▪ Inflation Protection included ▪ Vacant property included ▪ Automatic coverage for additions, alterations and repairs up to \$1,000,000 in value, to be reported within 90 days for adjustment ▪ Inspections of Boilers and Refrigeration Equipment, as required by law, are provided at no additional cost

The following items are insured, to the Total Sum of Insurance amount listed in SUMMARY OF PROPOSED COVERAGES, LIMITS, DEDUCTIBLES, AND PREMIUMS, unless a specific sub-limit has been indicated:

- Computers / Electronic Data Processing Equipment
- Fine Arts
- Water Damage to building, contents and equipment
- Building Damage by Theft
- Debris Removal
- Increased Costs of Repairs – Laws and By-laws
- Consequential Damage – Premises Power Protection
- Removal Costs to prevent loss or damage
- Growing Plants, Trees, Shrubs or Flowers in the Open (\$10,000 limit per item, including Debris Removal)
- Personal Property of Officers and Employees (\$5,000 limit per Officer or Employee)

Property Excluded from Coverage

- Licensed vehicles, watercraft over 8 metres in length, or aircraft
- Bridges, dams, parking meters, power lines, fencing
- Pavement, roads, streetlights, guardrails, road signs, tunnels
- Please see the Policy Wordings for a complete description of Excluded Property.
- Please contact our office if you require a coverage quotation for any excluded items listed above.

Perils Excluded from Coverage

- War
- Nuclear Incident
- Criminal Acts of the Insured's employees or agents
- Wear and tear
- Terrorism
- Fungi and Fungal Derivatives

Named Insured includes

- The Public Sector Entity and all Additional Insureds named on the Policy
- Lessors, Mortgagees, and other third party interests, as requested by the Public Sector Entity, when appropriate

MUNICIPAL OFFICIALS' ACCIDENT INSURANCE

Description

Pays benefits to Insured Persons under the age of 80 years who suffer bodily injury as a result of an accident. The policy may apply on either a "While on Municipal Business, including Travel" basis or a "24-Hour" basis, except Weekly Accident Indemnity, which applies only while traveling on business of the Public Sector Entity.

Please refer to Summary of Proposed Coverages, Limits, Deductibles, and Premiums for the Principal Sum Amount applicable to this quotation.

DESCRIPTION OF BENEFIT	MAXIMUM AMOUNT PAID	
	\$150,000 Principal Sum	\$250,000 Principal Sum
Loss of Life	\$150,000	\$250,000
Paralysis (Quadriplegia, Paraplegia, Hemiplegia)	\$300,000	\$500,000
Permanent Total Disability	\$150,000	\$250,000
Seat Belt Benefit	\$ 15,000	\$ 25,000
Hospital Indemnity (for up to 365 days per injury)	\$50.00 per day Maximum \$2,500 per month	\$83.33 per day Maximum \$2,500 per month
Spousal Benefit (Loss of Life only)	\$10,000	
Repatriation Benefit	\$15,000	
Funeral Expense Benefit	\$ 5,000	
*Education Benefit (up to 4 years per eligible child)	\$5,000 per year per eligible child	
*Day Care Benefit (up to 4 years per eligible child)	\$5,000 per year per eligible child	
Rehabilitation Benefit	\$15,000	
Occupational Training	\$15,000	
Weekly Accident Indemnity – Total Disability	\$500 per week	
Weekly Accident Indemnity – Partial Disability	\$250 per week	
**Accident Reimbursement Expense	\$10,000	
Accidental Dental Expense	\$ 2,000	
Fracture	\$ 2,500	
Complete Dislocation	\$ 1,050	
Severance of tendon or tendons	\$ 550	
Miscellaneous injuries: ruptured kidney, liver or spleen; punctured lung requiring surgery; burns requiring skin grafts; knee requiring surgery; bone operation	\$ 675	
Eyeglasses or Contact Lenses	\$ 2,000	
Family Transportation	\$15,000	
Home Alteration and/or Vehicle Modification Benefit	\$15,000	
Work Place Modification and Accommodation Benefit	\$ 5,000	
Aggregate Limit per any one accident	\$2,500,000	

*If none of the Insured Person's children are eligible for either the Education or Day Care Benefits, \$2,500 will be paid to the Insured Person's beneficiary.

**Expenses covered under this benefit include, but are not limited to: upgraded hospital accommodation; prescribed Nurse (up to \$5,000); prescription drugs, sera and vaccines; physiotherapy (up to \$25 per treatment, \$250 per accident, \$500 per policy term); ambulance services (up to \$1,000); hearing aids, crutches, splints, casts, trusses, and braces; rental of wheelchair or iron lung (up to \$5,000); and chiropractic care (up to \$25 per treatment, \$250 per accident, \$500 per policy term).



Details of Coverage and Conditions

In the event of accidental death of the Insured Person, the benefit is paid to the Estate of the Insured Person, unless an alternate Beneficiary has been previously declared to the Public Sector Entity

Exclusions

- Suicide or intentionally self-inflicted injury
- Participation in a riot, insurrection, civil commotion or disturbance
- Active full-time, part-time or temporary services in the armed forces of any country
- War
- Sickness or disease
- Persons while acting in their duty as an aircraft pilot or crew member
- Experimental drugs not approved by the appropriate governing authority

Named Insured includes all persons eligible for coverage, which the Public Sector Entity has declared to the insuring company, and for whom premium has been paid. Such persons can include, but are not limited to:

- Active Council Members
- Directors, Trustees and Officials
- Members of Commissions, Boards, or other special units
- Other employees or volunteers of the Insured Public Sector Entity, as declared

MUNICIPAL OFFICIALS' CRITICAL ILLNESS INSURANCE

Description	Pays benefits to Insured Persons under the age of 70 years who suffer a "Critical Illness". Please refer to Summary of Proposed Coverages, Limits, Deductibles, and Premiums for the Principal Sum Amount applicable to this quotation.
Details of Coverage and Conditions	<p>In the event of a Critical Illness affecting of the Insured Person, the benefit is paid to the Estate of the Insured Person, unless an alternate Beneficiary has been previously declared to the Public Sector Entity.</p> <p>Critical Illness includes: Heart Attack, Coronary Artery Bypass Surgery, Stroke, Life Threatening Cancer, Parkinson's, Alzheimer's Disease, Multiple Sclerosis, Kidney Failure, Paralysis, Blindness, Deafness, Loss of Speech, Benign Brain Tumour, Coma, Major Burns, Major Organ Transplant, Major Organ Failure Requiring Transplant, Motor Neuron Disease, subject to the policy definitions.</p>
Exclusions	<ul style="list-style-type: none">▪ Diagnosis of Cancer within 90 days of coverage inception, including any symptoms or medical problems commenced and initiated investigations leading to the subsequent diagnosis of cancer▪ Suicide or intentionally self-inflicted injury▪ The use of illicit drugs▪ Pre-existing Conditions unless if diagnosed Twenty-four (24) months after the Insured Persons effective date
Named Insured includes	All Council Members eligible for coverage, which the Public Sector Entity has declared to the insuring company, and for whom premium has been paid.

VOLUNTEER FIRE FIGHTERS' ACCIDENT INSURANCE**Description**

Pays benefits to Insured Persons under the age of 80 years who suffer bodily injury as a result of an accident. The policy applies on a "While On Duty" basis ("24-Hour" coverage is available upon request).

Please refer to Summary of Proposed Coverages, Limits, Deductibles, and Premiums for the Principal Sum Amount applicable to this quotation.

DESCRIPTION OF BENEFIT	MAXIMUM AMOUNT PAID	
	\$150,000 Principal Sum	\$250,000 Principal Sum
Loss of Life	\$150,000	\$250,000
Paralysis (Quadriplegia, Paraplegia, Hemiplegia)	\$300,000	\$500,000
Heart and Circulatory Malfunction	\$150,000	\$250,000
Permanent Total Disability	\$150,000	\$250,000
Cosmetic Disfigurement Indemnity	\$150,000	\$250,000
Infectious Disease Benefit	\$150,000	\$250,000
Seat Belt Benefit	\$ 15,000	\$25,000
Hospital Indemnity (for up to 365 days per injury)	\$50.00 per day Maximum \$2,500 per month	\$83.33 per day Maximum \$2,500 per month
Repatriation Benefit	\$10,000	
Funeral Expense Benefit	\$ 5,000	
*Education Benefit (up to 4 years per eligible child)	\$5,000 per year per eligible child	
*Day Care Benefit (up to 4 years per eligible child)	\$5,000 per year per eligible child	
Rehabilitation Benefit	\$10,000	
Occupational Training	\$10,000	
Weekly Accident Indemnity – Total Disability	\$500 per week	
Weekly Accident Indemnity – Partial Disability	\$250 per week	
Home-Maker Weekly Indemnity	\$150 per week	
**Accident Reimbursement Expense	\$10,000	
Accidental Dental Expense	\$ 2,000	
Dentures or Bridgework Benefit	\$ 500	
Fracture	\$ 2,500	
Complete Dislocation	\$ 1,050	
Severance of tendon or tendons	\$ 550	
Miscellaneous injuries: ruptured kidney, spleen or liver; punctured lung requiring surgery; burns requiring skin grafts; knee requiring surgery; bone operation	\$ 675	
Eyeglasses or Contact Lenses	\$ 200	
Family Transportation and Accommodation Benefit	\$10,000	
Home Alteration and/or Vehicle Modification Benefit	\$10,000	
Aggregate Limit per any one accident	\$2,500,000	

*If none of the Insured Person's children are eligible for either the Education or Day Care Benefits, \$2,500 will be paid to the Insured Person's beneficiary.

**Expenses covered under this benefit include, but are not limited to: upgraded hospital accommodation; prescribed Nurse (up to \$5,000); prescription drugs, sera and vaccines; physiotherapy (up to \$5,000 per policy term); ambulance services (up to \$1,000); hearing aids, crutches, splints, casts, trusses, and braces (up to \$750 per policy term); rental of wheelchair or iron lung (up to \$5,000); and chiropractic care.

Details of Coverage and Conditions

- All duties of the Volunteer Fire Department are covered, including meetings, training drills, parades, fundraising events, and equipment testing
- In the event of accidental death of the Insured Person, the benefit is paid to the Estate of the Insured Person, unless an alternate Beneficiary has been previously declared to the Public Sector Entity

Exclusions

- Suicide or intentionally self-inflicted injury
- War
- Participation in a riot, insurrection, civil commotion or disturbance
- Active full-time, part-time or temporary service in the Armed Forces of any country
- Sickness or disease, other than as provided under "Heart and Circulatory Malfunction Benefit" and "Infectious Disease Benefit"
- Persons while acting in their duty as an aircraft pilot or crew member
- Persons not covered under any Federal or Provincial Hospital or Medical Plan
- Experimental drugs not approved by the appropriate governing authority, or experimental medical treatments

Named Insured includes

All active members of the volunteer fire brigade, whether or not they receive remuneration for their services, as well as individuals drafted into emergency service at the scene of a fire by the Fire Chief or Acting Fire Chief of the Insured Public Sector Entity.

USERS FACILITY PROGRAM

This program is not a Public Entity Insurance Program and does not replace or participate with your General Insurance Program. The User Program enhances your General Insurance Program by transferring the risk. It also offers the following advantages to both the User and the Municipality:

- It serves as a promotion/sales tool for the Municipality to attract more Users by having insurance readily available at reasonable rates, thereby increasing revenues for the Municipality.
- It provides the Municipality with direct knowledge of the insurance protection including its terms, conditions, limitations and the financial stability of the insurer without depending upon the User to find suitable insurance.
- The User is relieved of the need and difficulties of finding acceptable insurance and of providing his own Certificate of Insurance.
- It eliminates the expensive minimum premium cost to the User for "one shot" policies.
- It eliminates the need for the Municipality to require a Certificate of Insurance from the Users.
- It is a convenient and functional to both the Municipality and its Users.

An open "Master Policy" is issued to the Tenants and/or Lessees of the Facilities, owned and/or operated by "The Corporation of the Named Municipality" c/o "The Corporation of the Named Municipality".

Coverage applies only when the Facilities are rented to and being used by the Tenants/Users/Lessees for short-term events and are specifically declared to the "Master Policy".

Tenants/Users/Lessees of the Facilities are added as "Named Insureds" to the Master Policy. The Municipality is automatically an "Additional Insured" at no charge.

A certificate of insurance can be issued to the Tenant/User/Lessee if requested

This document was issued by:

BFL CANADA Risk and Insurance Services Inc.

181 University Avenue, Suite 1700

Toronto, Ontario M5H 3M7

Tel: (416)599-5530 Watt: (800) 668-5901 Fax: (416) 599-5458

Website: www.BFLCANADA.ca

Policy Number	Effective	Loss Date	Description	Reserves (A)	Paid (B)	Total (A+B)	Deductible (C)	Net to Insurer (A+B - C)	Status
Public Sector Liability									
07PS0054	January 1, 2010	June 1, 2010	Subrogation letter from 3rd party adjuster alleges water damage resulted from broken water main.	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
07PS0054	January 1, 2010	August 12, 2010	3rd party alleges injury resulting from trip and fall on boardwalk.	\$175,000.00	\$49,730.55	\$224,730.55	\$25,000.00	\$199,730.55	Open
07PS0054	January 1, 2010	August 25, 2010	Statement of Claim alleges wrongful dismissal. City counsel handling claim.	\$0.00	\$129,372.40	\$129,372.40	\$25,000.00	\$104,372.40	Closed
07PS0054	January 1, 2010	December 14, 2010	Claimant alleges injury due to slip and fall on side in front of store.	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
07PS0054	January 1, 2010	February 20, 2011	3rd party alleges road conditions responsible for cause of accident resulting in injury.	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
07PS0054	January 1, 2010	February 25, 2011	Equipment used to break up frozen ground in effort to repair water main may have damaged building.	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
07PS0054	January 1, 2010	March 18, 2011	Allegations of slip and fall on icy street resulting in neck injury.	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
10PS0054	July 1, 2011	September 6, 2011	Claimant alleges wrongful dismissal and mental anguish.	\$0.00	\$4,043.13	\$4,043.13	\$25,000.00	\$0.00	Closed
10PS0054	July 1, 2011	November 25, 2011	Claimant alleges injury due to a slip and fall on icy sidewalk.	\$0.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	Closed
10PS0054	July 1, 2011	January 7, 2012	Claimant alleges injury from a motor vehicle accident due to the insured's negligence in maintaining safe road conditions.	\$85,000.00	\$144,383.25	\$229,383.25	\$25,000.00	\$204,383.25	Open
10PS0054	July 1, 2012	February 5, 2013	Claimant alleges injury resulting from slip and fall on icy sidewalk.	\$0.00	\$891.60	\$891.60	\$25,000.00	\$0.00	Closed
10PS0054	July 1, 2012	February 8, 2013	Claimant alleges injury resulting from slip and fall on icy sidewalk.	\$0.00	\$790.00	\$790.00	\$25,000.00	\$0.00	Closed
10PS0054	July 1, 2012	March 4, 2013	Claimant alleges injury resulting from slip and fall on icy sidewalk.	\$0.00	\$1,628.88	\$1,628.88	\$25,000.00	\$0.00	Closed
10PS0054	July 1, 2012	April 13, 2013	Claimant alleges injury resulting from slip and fall on icy sidewalk.	\$0.00	\$73,295.95	\$73,295.95	\$25,000.00	\$48,295.95	Closed
10PS0054	July 1, 2012	May 21, 2013	Claimant alleges he has been bullied and improperly accused.	\$0.00	\$9,985.69	\$9,985.69	\$25,000.00	\$0.00	Closed
3630298	July 1, 2013	December 30, 2013	Claimant alleges that poor maintenance of road Premises/Operations - Other SEXUAL MISCONDUCT BETWEEN A DOCTOR AND VARIOUS CLAIMANTS	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
3630298	July 1, 2014	August 29, 2014	Various claimants	\$0.00	\$5,739.57	\$5,739.57	\$25,000.00	\$0.00	Closed
3630298	July 1, 2014	November 9, 2014	Premises/Operations - Slip / Trip and Fall	\$65,997.33	\$3,054.23	\$69,051.56	\$25,000.00	\$38,051.56	Open
3630298	July 1, 2014	November 14, 2014	Premises/Operations - Slip / Trip and Fall - Municipal liability / public entity - other errors and omissions claim due to roof collapse	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
3630298	July 1, 2014	November 21, 2014	Municipal liability / public entity - other errors and omissions claim due to roof collapse	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
3630298	July 1, 2014	January 11, 2015	Ruptured water main causing claimant basement to suffer water damage	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed



Municipality Loss Run
For: City of Tandskamling Shores

Period: January 1, 2010 to May 12, 2016
Data as of: May 12, 2016

	July 1, 2014	March 6, 2015	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
3630299	July 1, 2014	March 6, 2015	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
MUNICIPAL LIABILITY / PUBLIC ENTITY - Road Design / Maintenance										
3630298	July 1, 2014	March 11, 2015	\$175,000.00	\$0.00	\$175,000.00	\$25,000.00	\$150,000.00	\$25,000.00	\$150,000.00	Open
3630299	July 1, 2014	March 26, 2015	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
ROOF COLLAPSED DUE TO IMPROPER BRACING.										
3630299	July 1, 2014	March 15, 2015	\$50,000.00	\$0.00	\$50,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	Open
3630299	July 1, 2015	July 23, 2015	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
3630299	July 1, 2015	September 2, 2015	\$0.00	\$27,733.06	\$27,733.06	\$25,000.00	\$2,733.06	\$25,000.00	\$2,733.06	Closed
3630299	July 1, 2015	August 27, 2015	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
WATER MAIN RUPTURED CAUSING EXTENSIVE DAMAGE TO HOME. Premises/Operations - Flood/Pipe Burst. SEVERE SEWER BACK UP AT CHURCH. WHILE EXITING LOCATION, CLAIMANT FELL.										
AN EMPLOYEE OF TMSKARNINGS WAS OPERATING THEIR PERSONAL VEHICLE FROM CITY HALL TO FIRE STATION AND										
3630299	July 1, 2015	January 11, 2016	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
3630299	July 1, 2015	January 10, 2016	\$15,000.00	\$0.00	\$15,000.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Open
3630299	July 1, 2015	August 12, 2015	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
3630299	July 1, 2015	December 8, 2015	\$15,000.00	\$0.00	\$15,000.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Open
3630299	July 1, 2015	February 19, 2016	\$65,000.00	\$0.00	\$65,000.00	\$25,000.00	\$40,000.00	\$25,000.00	\$40,000.00	Open
			\$830,997.33	\$485,648.31	\$1,122,645.64		\$309,366.77			
Public Sector Automobile										
3630559	January 1, 2010	March 3, 2010	\$0.00	\$102,965.14	\$102,965.14		\$102,965.14		\$102,965.14	Closed
3630559	July 1, 2013	September 26, 2013	\$0.00	\$4,218.63	\$4,218.63		\$4,218.63		\$4,218.63	Closed
Insured vehicle damaged by fire Third party backed into insured vehicle										
3630559	July 1, 2014	February 23, 2015	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Closed
			\$0.00	\$107,183.77	\$107,183.77		\$107,183.77		\$107,183.77	
Theft of maintenance vehicle - later recovered but tools were stolen (see related Property claim)										
Property & Crime										
3630299	July 1, 2011	March 14, 2012	\$0.00	\$70,939.32	\$70,939.32		\$70,939.32		\$70,939.32	Closed
3630299	July 1, 2011	March 26, 2012	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Closed
3630299	July 1, 2013	January 6, 2014	\$0.00	\$12,345.24	\$12,345.24		\$12,345.24		\$12,345.24	Closed
Electrical surge damaged two submersible pumps. NOTICE OF PUMP FAILURE. Pipe burst in library										
3630299	July 1, 2014	February 23, 2015	\$0.00	\$7,477.85	\$7,477.85		\$7,477.85		\$7,477.85	Closed
Crime - Burglary - theft of tools - walking on pool of loss to chase										
3630559	July 1, 2015	December 31, 2015	\$30,927.02	\$5,072.98	\$45,000.00		\$45,000.00		\$45,000.00	Open
			\$30,927.02	\$95,035.39	\$135,762.41		\$135,762.41		\$135,762.41	
Natural Perils - Other PROPERTY DAMAGE TO COMMUNITY BUILDINGS AS A RESULT OF A SEVERE WINDSTORM										
Environmental Impairment Liability										
EIL334151	No Claims									
Excess Liability	No Claims									
06C56057	Municipal Officials' Accident									
1F195	Volunteer Firefighters' Accident									
1F200	No Claims									



Subject: Appointment of Volunteer Captain
Ron Quenneville (Dymond Station)

Report No.: PPP-005-2016
Agenda Date: June 21, 2016

Attachments

None

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PPP-005-2016; and
2. That Council hereby appoints Ronald Quenneville as Volunteer Captain to the Temiskaming Shores Fire Department in accordance with By-law No. 2016-040 Being a by-law for the Adoption of a Recruitment and Retention Program for the Temiskaming Shores Fire Department.

Background

As a result of a recent resignation of a Volunteer Captain at the Dymond Fire Station, and to help ensure adequate staffing levels are maintained, the Department is seeking to fill the vacant Volunteer Captain's position at the Dymond Fire Station.

Analysis

Section 4.02 of Schedule "A" to By-law 2008-030, being the Fire Department Establishing and Regulating By-law for the Temiskaming Shores Fire Department, states that for the purposes of ensuring adequate staffing, twenty (20) shall be used as a guideline for the minimum number of firefighters per District Station and in no case shall the number of firefighters per District Station exceed twenty-five (25).

Based on the identified need to fill the Volunteer Captain's vacancy at the Dymond Fire Station, the position was posted at the Dymond Station and two applications were received. Subsequently on June 30, 2016 an interview was conducted with the candidates by the Fire Chief, District Chief, and Deputy District Chief for the Temiskaming Shores Fire Department.

The candidate being recommended has demonstrated a strong desire to continue to take a leading role as a member of the Temiskaming Shores Fire Department team. This coupled with his nineteen years as a Volunteer Firefighter with the department, along with his work related experience as a Paramedic, make him an excellent candidate for the position he is being recommended for.

Based on the above, I am pleased to recommend that Ronald Quenneville be promoted to the position of Volunteer Captain to the Temiskaming Shores Fire Department in accordance with the Recruitment and Retention Program.

Financial / Staffing Implications

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

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

Financial implications include the provision of appropriate Volunteer Firefighter Honorariums which have been included in the 2016 Fire and Emergency Management Services Operational Budget. All costs associated with the appointment would include the provision of a dress uniform and protective equipment that would be drawn from the fire departments 2016 operational budget.

Staffing implications associated with the proposed appointment are limited to normal administrative functions and duties, and the requirement to fill the vacant position at the Dymond Fire Station. Adequate staffing levels are established based on availability and the ability of fire department personnel to respond.

Current fire station staffing levels are as follows:

- 22 members for the Dymond Station.
- 22 for the Haileybury Station, and
- 23 for the New Liskeard Station.

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Timothy H. Uttley
Fire Chief

Christopher W. Oslund
City Manager



Memo

To: Mayor and Council
From: Steve Burnett, Technical and Environmental Compliance Coordinator
Date: June 21, 2016
Subject: By-law No. 2016-083 - Water Works System Use
Attachments: **Appendix 01** – Water Works System Use By-law

Mayor and Council:

At the Regular Council Meeting held on May 3, 2016, staff presented the Draft Water Works System Use By-law resulting in Resolution No. 2016-242 being passed which states:

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-027-2016;

That Council directs staff to submit the final draft By-law for Water Works System Use for consideration of First and Second Reading at the May 3, 2016 Regular Council meeting; and

That Council directs staff to undertake a public consultation process and submission to the Ministry of Attorney General and Regional Senior Justice for approval of the short form wording and set fines prior to Third & Final Reading.

The thirty (30) day public consultation period has ended resulting in no comments or concerns being received. The By-law was submitted to the Ministry of Attorney General and Regional Senior Justice for approval of the short form wording and set fines. The Ministry responded with minor modifications being recommended. In addition, minor modifications were recommended by the Public Works Committee on clarification of certain sections. These recommendations have subsequently been adopted within By-law No. 2016-083.

Appendix 01 outlines the final Water Works System Use By-law. It is Staff's recommendation that Council proceed with third and final reading.

Prepared by:	Reviewed and approved by:	Reviewed and submitted for Council's consideration by:
"Original signed by"	"Original signed by"	"Original signed by"
<hr/> Steve Burnett Technical and Environmental Compliance Coordinator	<hr/> G. Douglas Walsh Director of Public Works	<hr/> Christopher W. Oslund City Manager

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES
BY-LAW 2016-000
BEING A BY-LAW TO REGULATE THE MANAGEMENT AND OPERATION OF THE
WATER WORKS SYSTEM IN THE CITY OF TEMISKAMING SHORES

WHEREAS the City is authorized to enact by-laws respecting matters within the sphere of jurisdiction of Public Utilities, and Public Utilities includes a system that is used to provide potable water services for the public under Section 11 of the *Municipal Act 2001*;

AND WHEREAS the City is authorized to enact by-laws imposing fees or charges for services or activities provided or done by or on behalf of it pursuant to Section 391 of the Municipal Act, 2001 (S.O. 2001, c.25);

AND WHEREAS the *Building Code Act*, S.O. 1992, Chapter 23, as amended, regulates and controls the location, construction, repair and renewal, or alteration of plumbing and materials to be used in the construction thereof, and further provides for the inspection of said plumbing works by officers duly appointed by municipal by-law;

AND WHEREAS City Council is desirous of passing a By-law to address such services;

NOW THEREFORE the Council of The Corporation of the City of Temiskaming Shores hereby enacts as follows:

1. That municipal council adopts a “*Water Works System Use*” By-Law identified as Schedule “A”.
2. That this By-Law shall become effective **on the date of passing thereof.**
3. That By-law No. **0000**, as amended of the former Town of Haileybury, By-law No. **0000**, as amended of the former Township of Dymond and By-law No. **0000** as amended of the former Town of New Liskeard are hereby repealed;
4. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-Law and Schedules as may be deemed necessary after the passage of this By-Law.

Read a FIRST and SECOND time this **3rd** day of May, 2016.

Mayor

Clerk

Read a THIRD time and FINALLY PASSED this **21st** day of June, 2016.

Mayor

Clerk



WATER WORKS SYSTEM USE BY-LAW

SCHEDULE "A" TO
BY-LAW NO. 2016-000

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PART 1 – DEFINITIONS

For the purpose of this Schedule:

- 1.1 **AGENT** means a person authorized by the Corporation to provide services on behalf of the Corporation.
- 1.2 **APPURTENANCES** mean the apparatus or equipment that is a pertinent accessory to the Water Works system, including municipal water laterals and their components, or to a private water distribution system or to a fire protection system.
- 1.3 **BLANK OR BLANKING** means the temporary or permanent decommissioning of a pipe by means of plugging, capping, or other method approved by the Director of Public Works.
- 1.4 **BUILDING** includes any permanent structure, trailer, or other covering which:
 - (i) is located on a parcel of land having frontage on a public highway and/or the Water Works system;
 - (ii) and
 1. contains, or is required by any other by-law, regulation or statute to contain any permanent sleeping, eating or food preparation facilities; or
 2. contains or is required by any other by-law, regulation or statute to contain, any washing or toilet or cleaning facilities; or
 3. is connected, or is required by any other by-law, regulation or statute to be connected, to a water supply system, or Water Works; or
 4. is a source of sewage; or
 5. is habitable.
- 1.5 **CHIEF BUILDING OFFICIAL** means a chief building official such inspectors as are appointed by the Corporation necessary for the enforcement of *The Building Code Act* and any other statutes referred to in this Schedule, and all persons authorized at the direction of the Chief Building Official for the purposes of exercising the power and duties of the Chief Building Official under this Schedule.
- 1.6 **CONNECT** (connects, makes a connection, connected) means to install a water service connection, including laterals and lateral appurtenances.
- 1.7 **CONSUMER** means the occupant of the premises supplied with municipal water under jurisdiction of the Corporation.
- 1.8 **CORPORATION** means The Corporation of the City of Temiskaming Shores.
- 1.9 **COST** includes the cost of:
 - (i) restoring any property disturbed or damaged in the course of making a water service connection;
 - (ii) design;
 - (iii) materials;
 - (iv) labour; and
 - (v) supervision of any work,and includes the amount of expenses charged by the Corporation to the Owner when the Corporation makes a connection at the expense of the Owner.
- 1.10 **CROSS CONNECTION** means any temporary, permanent or potential connection to the Water Works that could allow backflow or back siphonage into the Water Works of untreated water contaminants, pollutants, injurious chemicals, infectious agents or other substances that will alter the quality and/or safety of the potable water supply; and includes hydrant connections, swivels or changeover devices, removable sections, jumper connections and by-pass

arrangements.

- 1.11 **CURB STOPS** means a valve installed in the water service connection and accessible for operation from the surface of the ground for the purpose of interrupting flow through the water service connection, normally installed at or near the property line.
- 1.12 **CUSTOMER** means any person, owner, firm, business, corporation, institute or identity who enters into a verbal or written contract or agreement with the Corporation to take potable water from the Corporation's Water Works, or to receive water related services from the Corporation.
- 1.13 **TREASURER** means anyone hired in the capacity of Treasurer for the Corporation or any person or persons appointed or designated by the Corporation from time to time for the purposes of exercising the powers or duties of the Treasurer under this Schedule.
- 1.14 **DIRECTOR OF PUBLIC WORKS** means anyone hired in the capacity of Director of Public Works or the person or persons appointed or designated by the Corporation from time to time for the purposes of exercising the powers or duties of the Director of Public Works under this Schedule or his or her duly authorized representative, or as the situation or context may require, all persons authorized at the direction of the Director of Public Works to exercise the powers and duties of the Director of Public Works under this Schedule.
- 1.15 **FIRE METER** means a meter designed to measure the quantity of water used by a fire protection service or system.
- 1.16 **FIRE PROTECTION SERVICE OR SYSTEM** means a system of pipes and appurtenances designed to deliver a water supply for the purposes of fire suppression.
- 1.13 **METER** means that mechanical device installed under the provisions of this Schedule for the purpose of measuring the quantity of water supplied by the Corporation to any building or premises in which such meter is installed and may include the meter body, mechanism, remote reader, associated pipe, valve and wires, and any apparatus attached thereto.
- 1.14 **METER CHAMBER** means an accessible in-ground structure located remote from any building or premises and solely used for containing and protecting any water meter, backflow prevention device and associated piping and apparatus installed to serve that property.
- 1.15 **MUNICIPAL FIRE HYDRANT** means a hydrant owned by the Corporation.
- 1.16 **MUNICIPAL STANDARDS** means standards, guidelines, specifications and drawings relating to the construction and maintenance and operation of the Water Works, which coincide with the City's Drinking Water Quality Management System approved by the Corporation from time to time.
- 1.17 **MUNICIPAL WATER LATERAL(S)** means the pipes and appurtenances of the Water Works located within the right-of-way and situated between the main and the street line or up to and including the curb stop, if it is located outside the right-of-way.
- 1.18 **OWNER** means any person or persons who or any firm, business, corporation or institute that is the registered owner of land or a building or buildings or premises under consideration, or any agent thereof, or a person entitled to a limited estate in the property, a trustee in whom the property is invested, an executor, an administrator and a guardian, to whom the context applies.
- 1.19 **PREMISES** mean a building or property abutting on a right-of-way through which a main is laid.
- 1.20 **POTABLE WATER** means water that is fit for human consumption.
- 1.21 **PRIVATE FIRE HYDRANT** includes a hydrant owned by someone or some entity other than the Corporation.
- 1.22 **PRIVATE WATER LATERAL** means the water pipes and appurtenances located between the street line or curb stop and a meter. If a meter is located in a meter chamber, the private water

lateral includes any water service pipe from the meter to the interior face of the outer wall of the building being served.

- 1.23 **PRIVATE WATER DISTRIBUTION SYSTEM** includes a privately owned network of water supply pipelines, including valves and appurtenances, supplied with water by the Corporation and:
- (i) servicing two or more units, and/or
 - (ii) being a water supply containing one or more private fire hydrants not owned by the Corporation.
- 1.24 **RATES** means those rates, levies, rents or charges for the supply and/or use of water so described and itemized on Schedules in by-laws enacted by the Corporation from time to time.
- 1.25 **RIGHT OF WAY** means a public highway, lane or easement in which a main is located.
- 1.32 **UNACCOUNTED FOR WATER (UFW)** means the comparison of the amount of water supplied to the Corporation to the amount of water supplied to the customers by the Corporation, plus that known to be used for the operation and maintenance of the Water Distribution System.
- 1.33 **UNIT** means a residential, commercial, or industrial premise, which is separated or is capable of being separated, from any other premises recorded on the last revised assessment roll of the Corporation.
- 1.34 **WATER** means potable water supplied by the Corporation through the Corporation's Water Works.
- 1.35 **WATER CONSUMPTION** means the amount of water consumed or used by a customer as determined through metering or estimates approved by the Director of Public Works and/or the Treasurer, as applicable.
- 1.36 **WATERMAIN** means a potable water pipe that supplies potable water to water service connections and hydrants.
- 1.37 **WATER SERVICE CONNECTION** includes the municipal water lateral and the private water lateral or a connection to a private water distribution system, including the meter.
- 1.38 **WATER WORKS** includes any and all buildings, structures, equipment, appurtenances, devices, conduits, underground pipelines, municipal water laterals, outlets, and related installations and other works so designed for the distribution of water and includes lands over which an easement or consent has been granted or lands appropriated for such purposes and uses.

PART 2 – SYSTEM ADMINISTRATION

2.0 APPLICATION OF BY-LAW

This Schedule applies to the construction, management and operation and maintenance of the Water Works under the jurisdiction of the Corporation.

2.1 OFFICIAL PLAN AND ASSET MANAGEMENT PLAN

Water Service Areas covered under this Schedule are as identified in the Corporations Official Plan and supporting Asset Management Plan.

2.2 ACCORDANCE WITH ACTS

The Corporation shall manage and maintain the Water Works in accordance with the provisions of this Schedule and the provisions of the *Municipal Act*, the *Safe Drinking Water Act*, the *Ontario Water*

Resources Act, the Ontario Building Code Act, the Ontario Building Code, the Fire Protection and Prevention Act, the Ontario Fire Code, the Provincial Offences Act; and regulations established under these Acts and codes from time to time; and any other applicable law or regulations in force from time to time.

2.3 ADMINISTRATIVE RESPONSIBILITIES

Administrative responsibilities are as follows:

2.3.1 DIRECTOR OF PUBLIC WORK'S RESPONSIBILITIES

The Director of Public Works is responsible for administration and operation, maintenance and repair of the Water Works in accordance with this Schedule and with applicable statutes, regulations and policies and by-laws adopted from time to time by the Corporation.

2.3.2 CHIEF BUILDING OFFICIAL'S RESPONSIBILITIES

The Chief Building Official is responsible for the enforcement of the Ontario Building Code and the issuance of any plumbing permits related to the construction, maintenance or operation of any part of the buildings and facilities served by the Corporation's Water Works systems and Sewer Works systems, and for the inspection of work done under the plumbing permits.

2.4 OBJECTIVES IN MANAGING AND OPERATING WATER WORKS SYSTEM

The following objectives shall be sought in managing and operating the Water Works:

2.4.1 FAILURE TO SUPPLY

The Corporation does not guarantee the supply or quantity of water, and failure to supply water shall not be construed as neglect on the part of the Corporation. The Corporation shall at no time be held liable for inadequate supply of water or for reason of the Corporation restricting the supply of water or for refusing the supply of water.

2.4.2 RULES AND REGULATIONS SET OUT IN BY-LAW

Rules and regulations set out in this Schedule shall govern and regulate the management of the Water Works owned by the Corporation and shall be considered to form an integral part of the supply and service contract between the Corporation and any Owner or Customer for a supply of water by the Corporation. Every such Owner or Customer by applying for and accepting the supply of water from the municipal Water Works shall be deemed to have expressed his/her consent to be bound by the said rules and regulations.

2.4.3 SYSTEM TO OPERATE IN ACCORDANCE WITH THE DWQMS

The Water Works system shall be operated in accordance with the Operational Plan within the Corporations' Drinking Water Quality Management System as amended from time to time.

PART 3 – SERVICE CONNECTIONS

3.1 APPLICATION FOR SERVICE

3.1.1 REQUIREMENT OF WRITTEN APPLICATION TO CONNECT

Municipal laterals shall not be provided from or connected to any main, and no private water laterals shall be connected to any other private water laterals or to a municipal lateral; and no private lateral or private water service connection, shall be relocated, replaced or removed from the Water Works; until written application for such action is made to the Corporation and a permit therefore has been issued by the Corporation. Such application shall be signed by the Owner. No pipe shall be connected to or provided from the Water Works without the prior approval in writing from the Director of Public Works. No pipe shall be replaced, relocated, disconnected or removed from the Water Works without the prior approval in writing from the Director of Public Works. All water service connections to the Water Works and all replacements, relocations, disconnections or removals from the Water Works require prior approval through written application and the issue of a permit therefore by the Corporation as specified and adopted through by-law from time to time.

3.1.2 FORM OF APPLICATION TO CONNECT

The application and permit referred to in Subsection 3.1.1 shall be in the form as may be from time to time prescribed by the Corporation.

3.1.3 EXTENSION OF EXISTING MAIN

A building, premises or facility must be on property abutting a watermain in order to be granted a permit to connect to the Water Works. No extension of an existing watermain shall be made without the prior approval in writing from the Director of Public Works.

3.1.4 ALL BUILDINGS FRONTING ON WATER WORKS SYSTEM AND/OR SEWER WORKS SYSTEM MUST CONNECT

Every building, within a serviced area, fronting on the Water Works systems shall be connected to the system if any of the conditions of Subsection 1.4, defining the term "building", apply; and water service fees charged, at the fee prescribed by the Corporation through by-law adopted from time to time. Each building shall be provided with a separate water service connection, unless otherwise authorized by the Director of Public Works.

3.1.5 SERVICE CONNECTION NOT TO BE DISCONNECTED WITHOUT PERMISSION OF THE DIRECTOR OF PUBLIC WORKS

Once a water service connection has been installed, and connected to the Water Works, the water service connection shall not be disconnected from the Water Works without the permission of the Director of Public Works.

3.2 *INSTALLATION SPECIFICATIONS*

3.2.1 SPECIFICATIONS IN COMPLIANCE WITH THE ONTARIO BUILDING CODE

All pipes, fittings, attachments, method of installation, maintenance, use, repair, renovations to and removal of any private water lateral shall be pursuant to, as required by and in compliance with, the Ontario Building Code, Part 7.

3.2.2 INSTALLATION AT THE EXPENSE OF THE OWNER

All municipal water laterals shall be installed by a qualified contractor at the expense of the Owner

pending approval from the Director of Public Works.

3.2.3 COST OF MUNICIPAL LATERAL TO BE BOURNE SOLELY BY THE CORPORATION

The Corporation shall be responsible for the cost of maintaining municipal water laterals (main to curb stop) and for keeping the same in repair.

3.2.4 COST OF PRIVATE LATERAL TO BE BOURNE SOLELY BY THE OWNER

Private water laterals (curb stop to building) shall be provided by, maintained by and at the expense of the Owner.

3.2.5 WATER PIPE CONNECTIONS ON OUTLET SIDE OF CORPORATION WATER METER

No water pipe connection shall be made to a private water lateral or a private water distribution system connection other than on the outlet side of a Corporation water meter.

3.3 COMMENCEMENT OR DISCONTINUANCE OF SERVICE

3.3.1 DIRECTOR OF PUBLIC WORKS TO AUTHORIZE TURN ON SUPPLY OF WATER

Where a new or replacement water service connection is installed or where the Corporation has shut off the supply of water to an existing water service connection, no person other than an employee or agent of the Corporation so authorized by the Director of Public Works shall turn on the supply of water.

3.3.2 OCCUPANCY PERMIT

Permission to occupy any building will not be granted until such time as a meter is installed for the building if such be required under this Schedule and this meter is operational to the satisfaction of the Chief Building Official or the Director of Public Works.

~~3.3.3 DIRECTOR OF PUBLIC WORKS TO AUTHORIZE DULY QUALIFIED AND LICENSED PLUMBER~~

~~If first authorized by the Director of Public Works, a duly qualified and licenced plumber may, notwithstanding Subsection 3.3.1, temporarily turn on a supply of water to test any water service connection installation or repair and upon completion of the test, immediately shut off the supply of water. If the existing water service connection is operating, a duly qualified and licenced plumber, when making repairs, may temporarily shut off the supply of water, and upon completion of the repairs, shall immediately resume the supply of water.~~

3.4 SHUTTING OFF SUPPLY OF WATER

3.4.1 CAUSES

The Corporation may shut off the supply of water for any of the following causes:

- (i) default in full payment of any rate, fee or charge for water supplied;
- (ii) default in full payment of any charge with respect to the cost of any work or service done or furnished for the purpose of the supply of water;

- (iii) default in full payment of any rent of or charges for fittings, apparatus, meters or any such things leased or furnished to the Owner by the Corporation;
- (iv) default in full payment of any sewage service rates or charges imposed on the Owners or occupants of any land which is based on the water rates or charges applicable in respect of such land;
- (v) failure to provide access to property or premises as provided under this Schedule;
- (vi) as a result of any contravention of any provisions of this Schedule;
- (vii) failure to pay a set fine awarded to an offence as specified under Part VII of this Schedule;
- (viii) where a faulty water service connection is believed to exist which will result in the undue waste of water, or where such fault could result in property damage; and
- (ix) at the request of the Owner.

3.4.2 DEFECTIVE WATER SERVICE CONNECTION

Where the Corporation has caused a water service connection believed to be defective to be shut off, such water service connection shall not be restored until the Corporation has been satisfied that no such defect exists or that any defect therein has been properly rectified.

3.4.3 TURN ON SUPPLY TO A PRIVATE LATERAL

Where the Corporation has been requested to turn on the supply of water to a private water lateral, the Corporation shall not turn on such supply of water until the Owner has paid the applicable fees prescribed by the Corporation through by-law adopted from time to time of this Schedule and any outstanding arrears.

3.4.4 REACTIVATION

Where a water service connection has been shut off for any reason, the water service connection shall not be reactivated unless the Owner or Customer is present and within the building or premises to ensure no damage results during the reactivation of the water service connection.

3.5 *RESPONSIBILITY OF OWNER*

3.5.1 CONDITION OF SERVICE IN GOOD ORDER

Every Owner shall at their own expense keep the private water lateral, and water meter (if present) in good order and condition and adequately protected from freezing.

3.5.2 RESPONSIBILITY FOR COSTS

The entire cost of providing, installing, replacing and renewing, maintaining and repairing each private water lateral shall be the responsibility of and paid for by the Owner.

3.5.3 REPAIR OF LEAK ON PRIVATE WATER LATERAL

Should a leakage occur and waste of water be detected on the private water lateral, the Owner shall be bound to complete repairs of the said leakage at his/her own expense within a reasonable amount of time determined by the Director of Public Works after being duly notified by the Corporation of such leak detected. In the event of non-compliance with this provision by the Owner, the Corporation may undertake to discontinue the water supply until the necessary repairs have

been made by the Owner. All repairs are to be inspected by the Corporation prior to backfill.

3.5.4 REPORTING OF LOSS OF WATER NOT THROUGH CORPORATION METER

If a Corporation water meter is present, any Owner or Customer who takes, consumes water, or permits to be taken or consumed water, or who experiences the loss of water from their water service connection or private water distribution system that has not passed through and been registered by the Corporation water

meter, shall report the taking, consumption or loss of water to the Corporation at their first opportunity.

3.5.5 ACCESS

Any person duly authorized by the Corporation for that purpose, and at all reasonable times, and upon reasonable notice given and request made to the Owner, shall be allowed access to the building or premises for the purpose of inspecting, repairing, altering, disconnecting or installing meters, curb stops, fixtures, pipes and appurtenances of every kind used in connection with the supply of water to and for the use of water in such building or on such premises.

3.5.6 OWNER'S INFORMATION

Every Owner shall be responsible for advising the Corporation, attention to the Treasurer, of any change in the water service application information including changes to the Owner's address and telephone number, or selected method of account payment.

3.5.7 REQUESTS FOR METER VERIFICATION

Only the Owner may request meter verification, final meter reading, water supply shut-off or water supply turn-on. Such requests shall be made Public Works Department.

3.6 *RESPONSIBILITY OF OWNERS OF PRIVATE WATER DISTRIBUTION SYSTEMS AND PRIVATE HYDRANTS*

3.6.1 ANNUAL INSPECTION REPORT

Every Owner of a private water distribution system or a private fire hydrant shall cause such system or such hydrant to be inspected annually by a duly qualified and licenced plumber or a more specialized trades person, and any such plumber or more specialized trades person shall firstly be previously approved by the Director of Public Works and such approved plumber or more specialized trades person shall provide a report upon request from the Director of Public Works and must certify that the following items have been satisfactorily addressed or conducted by the duly qualified and licenced plumber or more specialized trades person, namely:

- (i) a Fire Code and preventative maintenance inspection,
- (ii) hydrant flushing, flows and pressure testing ascertained,
- (iii) hydrant adjustment and lubrication,
- (iv) valve cleaning, adjustment and lubrication,
- (v) leak detection ascertainment,
- (vi) a report on any maintenance work that is required,
- (vii) a report on any physical indication of a deteriorated water quality,
- (viii) a confirmation that the inspection included all pipelines, valves, hydrants and other appurtenances comprising the private water distribution system, and

- (ix) assurance of hydrant visibility and accessibility free of obstructions pursuant to Subsection 4.1.3.

3.6.2 REPORT TO BE IN A FORM OR FORMAT APPROVED BY THE DIRECTOR OF PUBLIC WORKS

Any report made by a duly qualified and licenced plumber or more specialized trades person to the Corporation pursuant to Subsection 3.6.1 of this Schedule shall be in a form or format previously approved by the Director of Public Works.

3.6.3 REQUIRED EVIDENCE OF BONDING AND INSURANCE COVERING INSPECTIONS

Any duly qualified and licenced plumber or more specialized trades person, before being approved by the Director of Public Works pursuant to Subsection 3.6.1 of this Schedule, must first provide evidence of bonding and insurance covering any relevant associated risks that may be involved in conducting any inspections pursuant to the provisions of Subsection 3.6.1 of this Schedule, and any such insurance shall name the Corporation as an additional insured.

3.6.4 WRITTEN NOTIFICATION PRIOR TO FLOW TESTING OR FLUSHING AND WRITTEN NOTIFICATION TO AFFECTED PROPERTY OWNERS

Any duly qualified and licenced plumber or more specialized trades person conducting an inspection pursuant to the provisions of Subsection 3.6.1 of this Schedule shall first provide three (3) working days written notification to the Corporation, attention the Director of Public Works, prior to flow testing or flushing any private fire hydrant or other hydrant and shall provide written notification to potentially affected water users in the area a minimum of 24 hours prior to flow testing or flushing any private fire hydrant or other hydrant.

3.6.5 DIRECTOR OF PUBLIC WORKS SHALL HAVE POWER TO ESTABLISH OPERATIONAL REGULATIONS AND PROCEDURES

The Director of Public Works shall have the power to establish detailed administrative and operational regulations and procedures with regard to any inspection as such may be conducted under the provisions of Subsection 3.6.1 of this Schedule, and may amend such detailed administrative and operational regulations and procedures from time to time provided that such detailed administrative and operational regulations and procedures are consistent with the provisions of this Schedule, including Subsection 3.6.1 thereof.

3.6.6 PUBLIC WORKS DEPARTMENT INSPECTION OF PRIVATE WATER SYSTEMS AND HYDRANTS

At the request in writing of the Owner or designate, and when resources can be made available, and at the discretion of the Director of Public Works, the inspection of private water systems and hydrants and the reporting of same may be carried out by the Public Works Department of the Corporation, on a cost recovery basis.

3.7 *CROSS CONNECTION CONTROL AND BACKFLOW PREVENTION*

3.7.1 ADVANCE APPROVAL BY DIRECTOR OF PUBLIC WORKS

No cross connection (defined under Section 1.10) shall be permitted to the Water Works unless approved in advance by the Director of Public Works.

3.7.2 ORDER TO INSTALL CONTROL DEVICE

If a condition is found to exist which is contrary to Subsection 3.7.1 of this Schedule, the Director of Public Works or Chief Building Official as applicable, shall immediately carry out an inspection and shall issue such order or orders to the Owner as may be required to obtain compliance with Subsection 3.7.1 of this Schedule.

3.7.3 FAILURE TO INSTALL – NOTICE – WATER SHUT OFF

If the Owner to whom the Director of Public Works or Chief Building Official as applicable has issued an order fails to comply with that order, the Director of Public Works or Chief Building Official as applicable, at his/her discretion, based on the threat posed to water safety and quality, may:

- (i) give notice to the Owner to correct the fault, at his/her expense, within a specified time period; and, if the notice is not complied with, the Director of Public Works may then shut off the water service or services; or
- (ii) without prior notice, shut off the water service or services and/or otherwise isolate the fault from the Water Works; and/or
- (iii) carry out or cause to be carried out the corrective work at the Owner's expense.

3.7.4 ADDITIONAL DEVICE ON SERVICE

Notwithstanding Subsections 3.7.1, 3.7.2 and 3.7.3 of this Schedule, where a risk of possible contamination of the Water Works exists in the opinion of the Director of Public Works or Chief Building Official, an Owner shall, on notice from the Corporation, install on his/her private water lateral, a backflow prevention or cross connection control device, approved by the Director of Public Works, in addition to any backflow prevention control devices, or cross connection control device, installed in the Owner's portion of the water service system, at the source of potential contamination.

3.7.5 TEMPORARY SUPPLY OF WATER

When water is temporarily supplied for construction purposes under Subsection 4.3 or for other temporary purposes as per Subsection 4.4, or when water is temporarily supplied from a private or municipal fire hydrant under Subsection 4.5, a backflow prevention device and secondary shut-off valve acceptable to the Director of Public Works shall first be provided.

3.7.6 PRIVATE WATER DISTRIBUTION SYSTEM TO BE ISOLATED

The Director of Public Works may require that a private water distribution system be isolated from the Corporation's water distribution system by means of a backflow prevention device, approved by the Director of Public Works.

3.7.7 INSTALLATION TO REQUIRED STANDARDS

Cross connection control or backflow prevention devices, when required by the Corporation, shall be installed in accordance with the Ontario Building Code and "*CAN/CSA-B64.10-94: Manual for the Selection, Installation, Maintenance and Field Testing of Backflow Prevention Devices*", as amended from time to time.

3.7.8 INSPECTION AND TESTING TO BE PAID BY CUSTOMER

All cross connection control devices and backflow prevention devices shall be inspected and tested

at the expense of the Owner, upon installation, and thereafter annually, or more often if required by the Corporation, by personnel licenced to carry out such tests, to demonstrate that the device is in good working condition. The Owner shall submit a report on a form approved by the Director of Public Works for any or all tests performed on the backflow prevention device or a cross connection control device within seven (7) days of a test, and a record card shall be displayed on or adjacent to the device on which the tester shall record the address of the premises, the location, type, manufacturer, serial number and size of the device, and the test date, the tester's initials, the tester's name (if self employed) or the name of his employer and the tester's licence number.

3.7.9 FAILURE TO TEST DEVICE

If an Owner fails to have a backflow prevention device or a cross connection control device tested, the Corporation or approved authority may notify the Owner that the device must be tested within four (4) days of the Owner receiving the notice. If the Owner fails to have the device tested within the time allowed, the Director of Public Works, upon the provision of reasonable notice, may shut off the water service or water services until the device has been tested and approved as required by subsection 3.7.8 of this Schedule.

3.7.10 OWNER RESPONSIBLE FOR REPAIRS

When the results of a test referred to in Subsection 3.7.8 of this Schedule show that a backflow prevention device or a cross connection control device is not in good working condition, the Owner shall make repairs or replace the device within four (4) days. If an Owner fails to repair or replace the device within the time allowed, the Director of Public Works, upon the provision of reasonable notice, may shut off the water service connection until such repair or replacement has been made to the satisfaction of the Director of Public Works.

3.7.11 REMOVAL OF DEVICE REQUIRES PERMISSION OF CORPORATION

No person shall remove any cross connection control or backflow prevention device installed as a requirement of provincial legislation, whether or not the applicable provincial legislation is subsequently rescinded, unless the Corporation first grants permission for such removal in writing.

3.7.12 INSPECTION FOR CROSS CONNECTION ACCESS

Any person authorized by the Corporation for that purpose has free access, at all reasonable times, and upon reasonable notice given and request made, to all parts of every building or other premises where any water service connection is provided for the purpose of inspecting or repairing, or of altering or disconnecting a backflow prevention device or a cross connection device, including associated pipe and fittings, within or without the building or premises.

3.8 *TERMINATION AND CAPPING OF SERVICES*

3.8.1 WRITTEN NOTIFICATION

The Owner of a private water lateral or private water service connection shall provide written notification to the Corporation when use of the water service connection is to be disconnected and capped or blanked.

3.8.2 DISCONTINUATION

Any discontinuation of a private water lateral or a private water service connection and the removal of the Corporation meter for the purpose of demolition, or other reasons, shall be done by a qualified contractor approved by the Director of Public Works at the sole expense of the Owner.

3.8.3 RECONNECTION

Disconnected private water laterals or private water service connections shall not be reconnected without reapplication for water service connection and payment of applicable fees prescribed by the Corporation through by-law adopted from time to time.

3.9 INSPECTIONS

If any Owner or Customer, including any Owner or Customer of a private water distribution system or private fire hydrant, fails to comply with the requirements of this Schedule or contravenes the provisions of this Schedule, the Director of Public Works and /or Chief Building Official may conduct any inspection permitted by the provisions of this Schedule or by the Ontario Building Code or by the *Municipal Act, 2001*, as amended; and may take any corrective action deemed immediately necessary. Any costs incurred by the Corporation in conducting such inspections and subsequent reporting or in effecting any corrective action, shall be payable to the Corporation by such Owner or Customer of a private water distribution system or private fire hydrant, and such costs may, at the sole discretion of the Corporation, be added to any water bill payable by such Owner or Customer of a private water distribution system or private fire hydrant, or to the water bill payable by any Customer or users of water from such system or hydrant, and may, in addition to being recoverable in any relevant Court of Law, be deemed by the Corporation to be charges for the supply of water and failure of the payment of which shall provide the Corporation with any remedies available to it under the provisions of the *Municipal Act, 2001* and *Provincial Offences Act*, as amended or other relevant legislation.

3.10 FAILURE TO PERMIT ACCESS TO PROPERTY OR PREMISES

Should any Owner or Customer, or any Owner of a private water distribution system or private fire hydrant, refuse entry to any authorized officer, inspector, employee or agent of the Corporation for the purposes of any inspection under the provisions of this Schedule or the Ontario Building Code; or the *Municipal Act, 2001*; the Corporation may, at its sole discretion exercised by the Director of Public Works, on the provision of seven (7) days notice, discontinue the water supply to the Owner, or Customer, or the Owner of a private water distribution system or private fire hydrant, until such required inspection has been properly conducted.

PART 4 – RESTRICTIONS IN USE

4.1 WATER USE RESTRICTIONS

4.1.1 OPEN OR CLOSE VALVES

No person except licensed operators as approved by the Director of Public Works shall open or close or cause or permit to be opened or closed any valve in the Water Works, or private water distribution system, or remove, tamper with or in any way interfere or cause or permit to be removed, tampered or interfered with, any valve, water meter, private or municipal fire hydrant, structure, main, municipal or private water lateral, or valve or private valve, in the Water Works, or private water distribution system, unless previous written permission has first been granted by the

Director of Public Works.

4.1.2 CONCEALING OR INTERFERING WITH ACCESS TO A FIRE HYDRANT OR VALVE

No person shall conceal, interfere with, construct or maintain anything or cause or permit to be concealed or interfered with or constructed or maintained, anything that has the effect of concealing or interfering with access to a municipal or private fire hydrant or to a valve or private valve.

4.1.3 OBSTRUCTION AND VISIBILITY

Municipal fire hydrants and private fire hydrants shall be cleared of all vegetation or obstructions, including significant snow accumulations within 1.5 metres from the outside edge of the municipal fire hydrant or private fire hydrants. The municipal fire hydrants or private fire hydrant should be visible for a distance of 3.0 metres from any point from within the public or private road allowance.

4.1.4 USE OF WATER PERMISSION

No person, except licensed operators as approved by the Director of Public Works, shall open or close or cause or permit to be opened or closed a municipal fire hydrant or private fire hydrant or use or cause or permit the use of water from a municipal fire hydrant or private fire hydrant from the Water Works unless prior permission in writing has been granted by the Director of Public Works.

4.1.5 DRAWING OF WATER FROM FIRE PROTECTION SYSTEM

No person shall draw water or cause or permit water to be drawn from a private fire protection system, except for fire protection purposes or for fire protection related activities, except as approved by the Director of Public Works.

4.1.6 DISCONTINUE WATER SUPPLY

The Director of Public Works may, upon reasonable notice, discontinue the water supply for the Water Works at any time for cleaning, maintenance, repairing, replacing or connecting of mains and laterals.

4.1.7 TEMPORARY DISCONTINUE WATER SUPPLY

The Director of Public Works may, without notice, temporarily discontinue the water supply to any premises or units where, in his or her opinion, continuation thereof might be dangerous or cause damage to persons or property.

4.1.8 CASE OF DAMAGE RESPONSIBILITY

The Corporation shall not be responsible in case of damage to boilers, heating systems, cooling systems, machinery, fittings, other property or products dependant on water supply, or injury to persons by reason of any discontinuation of the water supply, even in the case of where no notice is given by the Director of Public Works.

4.2 *WATER USE RESTRICTIONS*

4.2.1 WATER RESTRICTIONS

At the discretion of Council, water restrictions may be imposed by Council resolution whereby no person or persons shall be allowed to use in any manner whatsoever the water supplied by the Water Works upon streets, sidewalks, driveways, lawns, gardens, yards or grounds of any description except between those dates and/or hours as set out in the resolution by Council from time to time.

4.2.2 WATER RESTRICTIONS ON COMMERCIAL, INDUSTRIAL, INSTITUTIONAL

At the discretion of Council, water restrictions may be imposed by Council on the industrial, commercial and/or institutional use of water supplied by the Water Works as may be set out in a resolution by Council from time to time.

4.2.3 NOTICE OF WATER RESTRICTIONS

With the provision of reasonable notice permitted by the requirement or circumstance, the Director of Public Works may temporarily restrict the use of water from the Water Works from time to time as necessary to carry out inspections, maintenance, repairs, modifications, replacement, or rehabilitation to the Water Works.

4.3 *SUPPLY OF WATER FOR CONSTRUCTION PURPOSES*

4.3.1 BUILDER TO MAKE APPLICATION TO CORPORATION

Builders requiring water for construction purposes shall make an application to the Corporation as part of the building permit application and shall furnish all information so required and shall pay to the Corporation the fee set by the Corporation for that purpose at the fee prescribed by the Corporation through by-law adopted from time to time. Builders will only be permitted to take water from specific sources for temporary use and in a manner specified by the Director of Public Works as may be altered from time to time by the Director of Public Works.

4.4 *SUPPLY OF WATER FOR OTHER TEMPORARY PURPOSES*

4.4.1 APPLICATION FOR TEMPORARY SHORT TERM PURPOSES

Any person or persons, organization or firm requiring water for temporary short term commercial, social, cultural or festival purposes shall make application to the Corporation and shall furnish all information required by the Director of Public Works to assess the temporary water supply requirement.

4.4.2 TEMPORARY WATER SUPPLY SOURCES SPECIFICATIONS

The Director of Public Works shall specify the specific source or sources of temporary water supply and the manner by which water shall be supplied and discharged.

4.4.3 METER OF TEMPORARY WATER SUPPLY

Temporary water supply consumption shall be metered if possible, or otherwise estimated, and the water and sewer services billed at the rates prescribed by the Corporation through by-law adopted from time to time.

4.5 *TEMPORARY USE OF FIRE HYDRANTS – OTHER THAN FIRE PURPOSES*

4.5.1 USAGE OF FIRE HYDRANTS AS TEMPORARY SOURCE OF WATER SUPPLY

Notwithstanding any other requirements of this Schedule, municipal and private fire hydrants may be used as a temporary source of water supply where no other permanent source is available, if first approved in writing by the Director of Public Works.

4.5.2 DIRECTOR OF PUBLIC WORKS TO APPROVE TEMPORARY SOURCE OF WATER SUPPLY

Municipal and private fire hydrants may be used for municipal purposes such as street flushing, street sweeping, and road, water and sewer construction provided approval is obtained from the Director of Public Works.

4.5.3 METERING OF TEMPORARY WATER USE OF FIRE HYDRANTS

With the exception of the uses outlined in Subsection 4.3 and 4.5.2, any water taken from a municipal or private fire hydrant shall be metered, unless otherwise approved by the Director of Public Works in writing. Upon payment of the required fees by the applicant and issuance of a permit, the Corporation shall supply and install all equipment including valves, meter, meter locking device, and backflow prevention device. The applicant is liable for all damages. The fees payable shall include the permit application fee, installation and removal costs and fee, and deposit fee.

4.5.4 CORPORATION'S RIGHT TO CANCEL PERMIT

The Corporation may cancel the permit for the temporary use of a municipal or private fire hydrant at any time if the use of the fire hydrant interferes with fire protection or supply of water to other Customers.

4.6 *THAWING OF FROZEN PRIVATE PIPES AND HYDRANTS*

4.6.1 THAWING

No person shall undertake the thawing of any main, or pipe or municipal water lateral, valve or municipal fire hydrant of the Water Works except with the prior approval and direction of the Director of Public Works.

4.6.2 PRIVATE PIPES AND HYDRANTS

The thawing of frozen private water laterals, private mains, and private hydrants shall be undertaken only on the prior approval and at the direction of the Director of Public Works, to the Corporation's meter (if present), or to the first shut off valve in the building. Thawing shall only be carried out at the request of the Owner and at the Owner's risk and at the fee prescribed by the Corporation through by-law adoption from time to time.

4.6.3 CREATION OF AN UNACCEPTABLE HAZARD

Thawing operations shall not be undertaken by anyone when, in the opinion of the Director of Public Works, such action presents an unacceptable hazard.

PART 5 – WATER RATES AND METERS

5.1 WATER RATES

All Residential, Industrial, Commercial and Institutional premises that have a Water Service Connection to the Municipal Water Works, is subject to a flat water rate at the fee prescribed by the Corporation through by-law adoption from time to time. In addition to the flat water rate, each property and/or premise which is metered will pay a fee on a per cubic meter basis over and above a prescribed cubic meter amount as determined by the Director of Public Works and defined and adopted through by-law from time to time.

5.2 PROPERTIES TO BE METERED

The properties to be metered shall include but are not limited to Industrial, Institutional and high water users in the Commercial sectors as determined by the Director of Public Works.

5.3 SUPPLY OF METERS BY THE CORPORATION

All water supplied by the Corporation in where water meters are installed, except for the purposes set out in Subsection 4.3, 4.4, and 4.5.2 shall pass through a meter approved by the Corporation. The cost of providing the meter including installation shall be paid by the Corporation. The Owner shall pay a rental charge as defined and adopted through by-law from time to time.

5.4 UNIT REQUIREMENTS AND LOCATION OF METER

At every premise within which a meter must be installed, the Owner shall provide space and access for such meter in a location approved by the Corporation. The location shall be as close as is practical to the point where the service enters the building, shall be accessible at all times for reading, inspection, maintenance, repair, testing, modification and replacement by the Corporation in accordance with current standards and specifications. The Corporation shall not be responsible for any restoration resulting from access being provided for the installation of meters.

5.5 METER CHAMBER REQUIREMENTS

When the location of the meter cannot be provided by the Owner within the premises to the satisfaction of the Corporation, the water meter shall be placed in a meter chamber, the location and construction of which shall be approved by the Corporation and the cost of which is paid by the Owner.

5.6 SIZE OF METER

Where private water laterals exceed 40 metres or where a private water lateral services more than one building or premises or water usage source or a private water distribution system or private hydrant; the meter shall be installed in a meter chamber at or near the property line at the Owner's expense, except as otherwise approved in writing by the Director of Public Works.

5.7 CORPORATION TO APPROVE METER AND INSTALLATION

No meter or meter chamber shall be installed unless the Corporation has first approved the size, type and make of any meter, the manner of its installation and all matters relating to the required piping and other appurtenances associated therewith.

5.8 METER BY-PASS

No meter by-pass shall be installed unless otherwise approved in writing by the Director of Public

Works. All meter by-passes shall be shut off by a valve and the valve sealed. The use of an authorized meter by-pass must be approved in advance, in writing, by the Director of Public Works.

5.9 OWNERSHIP AND MAINTENANCE OF METER

The Corporation shall assume ownership and maintenance for all water meters installed to the satisfaction of the Corporation. If a meter is mechanically defective, the cost of meter repairs shall be borne by the Corporation. If the meter is damaged by freezing, the carelessness, wilful act, or neglect of any person other than an employee or agent of the Corporation, the Owner shall pay to the Corporation the cost of making a necessary repair or replacement to such meter. All such costs may be paid directly to the Corporation, or if not so paid, added to the water bill.

5.10 METER FAILURE

The Owner will be charged for all water registered on a meter over and above a prescribed cubic meter amount as determined by the Director of Public Works and defined and adopted through by-law from time to time. If a meter fails to register properly, the Owner will be charged for the average consumption for the pertinent period as determined by the Corporation on the basis of prior consumption records up until a new or repaired meter is installed. Where no prior reliable record is available, usage shall be monitored for a representative period of time determined by the Corporation and charges established based on usage during that period.

5.11 RELOCATION OF METER

When a request is made by an Owner for the relocation of a meter or the downsizing or upsizing of a meter, the relocation or change over shall be subject to approval by the Director of Public Works and the cost of such shall be the sole responsibility of the Owner.

When a request is made by the Corporation for the relocation of a meter or the downsizing or upsizing of a meter, the relocation or change over shall be the responsibility of the Corporation.

5.12 OWNER TO PROVIDE ACCESS

Upon reasonable notice, any Owner shall provide access to the Director of Public Works and/or a designated person of the Corporation for the purpose of installing, inspecting, reading, maintaining, repairing, modifying or replacing a water meter and associated meter reading apparatus.

5.13 BREAKING OF SEAL

The Corporation shall have the right to seal any meter and associated by-pass at any reasonable time, and no person shall break or damage any seal attached to any meter or by-pass. If any such seal has become broken or damaged from any cause, the Owner shall forthwith report the breakage or damage to the Director of Public Works who shall cause the same to be resealed.

PART 6 – FIRE USE

6.1 EXCEPTIONS TO OPEN OR OPERATE ANY HYDRANT OR VALVE

No person shall open or operate any fire hydrant or valve or any other appurtenance of the Water Works except an authorized employee of the Corporation during performance of duty.

6.2 INTERFERENCE, OBSTRUCTION AND CONCEALMENT

No person shall in any way interfere with, obstruct or conceal or prevent access to any municipal or private fire hydrant, valve, meter or appurtenance.

6.3 WATER TAKING FROM UN-METERED WATER SERVICE

Without the authorization of the Director of Public Works, no person shall take water from an un-metered water service installed for the purposes of fire protection, except for fire protection or preauthorized system testing.

6.4 SHUT OFF VALVE AND RESTRICTIONS ON EQUIPMENT

No person shall attach any equipment for fire protection in a building to the Water Works system without the prior written approval of the Corporation. The piping for any such equipment shall be entirely separate from the piping used for any other purpose in the building and shall be equipped with a shut off valve located inside the building which shut off valve shall be sealed and under the exclusive control of the Corporation.

6.5 BREAKING OF SEAL

No person shall break any seal attached to any equipment or appurtenances for fire protection except for the purpose of using water for fire extinction. Any occupant of the premises in which such seal has been broken shall forthwith report the breaking to the Director of Public Works who shall cause the same to be resealed.

6.6 INSTALLATION OF A SEPARATE FIRE METER ON A FIRE LINE

The Corporation may require the installation of a separate water meter or fire meter on a fire line, in which case the cost of the supply, installation and maintenance thereof shall be borne by the Owner of the property of the building being serviced by such equipment. The main supply of water may be discontinued until the required meter is installed on the fire line so being served to the satisfaction of the Director of Public Works.

PART 7 – PROHIBITIONS, ENFORCEMENT AND PENALTIES

7.1 DAMAGE TO OR INTERFERENCE WITH WATER WORKS

Every person who:

- (i) throws or deposits any injurious, noxious, or offensive material into the water or Water Works, or on the ice if the water is frozen, or in any way fouls the water, or commits any wilful damage or injury to the Water Works, or water, or encourages the same to be done; or
- (ii) wilfully removes, destroys, damages, fraudulently alters or in any way injures any main, water service connection, conduit, valve, hydrant, or other appurtenance or apparatus or thing belonging to the Corporation's Water Works;

is guilty of an offence and on conviction is liable to a fine, exclusive of costs, to the use of the Corporation, and is also liable for all damages occasioned thereby, which are recoverable under the *Municipal Act, 2001*, or provisions of the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33, as amended.

7.2 INTERFERENCE WITH OR DAMAGE TO A WATER METER

Every person who wilfully or maliciously removes or damages or causes or knowingly suffers to be removed or damaged any water meter, or associated apparatus thereof, belonging to the Corporation, or wilfully impairs or knowingly suffers the same to be altered or impaired, so that the water meter indicates less than the actual amount of the water that passes through it, including the unauthorized use of a meter by-pass, is guilty of an offence and on conviction is liable to a fine, exclusive of costs, to the use of the Corporation, and for any expenses of repairing or replacing the water meter, or associated apparatus thereof, plus the value of the unmetered water so consumed, all of which is recoverable under the *Municipal Act, 2001*, or the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33, as amended.

7.3 PROHIBITIONS AND OTHER OFFENCES

Every person who:

- (i) fails to construct a private water lateral, private distribution system or to install a private hydrant in conformance with Corporation approved Standards;
- (ii) having been given appropriate and adequate notice, fails to provide access for the purposes of inspecting and ensuring compliance with this Schedule, including access to private distribution systems and/or hydrants;
- (iii) having been given appropriate and adequate notice, fails to provide access for the purpose of the installation, inspection, maintenance, repair, modification or replacement to a water meter or a valve or backflow prevention devices or hydrant and associated pipes and appurtenances; including those forming part of a private water distribution system or private hydrant system;
- (iv) fails to inspect and maintain a private water distribution system, or private hydrant, in conformance with Corporation approved Standards, and/or fails to supply an annual report on the inspection upon request, as required by this Schedule;
- (v) wilfully hinders or interrupts, or causes or procures to be hindered or interrupted, the Corporation or any of its officers, contractors, agents, servants or workers, in the exercise of any of the powers conferred by this Schedule;
- (vi) wilfully or negligently lets off or discharges water so that the water runs waste or useless out of the Water Works;
- (vii) without lawful authority, tampers with, operates, uses, opens or closes a fire hydrant, including a private fire hydrant, other than for fire fighting purposes;
- (viii) alters the approved colour scheme of any fire hydrant including private fire hydrants;
- (ix) without lawful authority, manipulates, opens or closes any valve of the Water Works or a private water distribution system;
- (x) obstructs or fails to ensure or provide the free access to any hydrant, valve, meter, remote reader, or meter chamber; of the Water Works, private water lateral or private distribution system;
- (xi) without a permit, lays, or causes to be laid, any pipe or main to connect with any pipe or main of the Water Works;
- (xii) fails to inform the Director of Public Works that installation of a private water lateral or private water distribution system, or private hydrant installation, is available for inspection;
- (xiii) connects a private water lateral, a private water distribution system, or private hydrant, to the Water Works prior to disinfection and inspection;
- (xiv) made or caused to be made or permitted a pipe connection to a private water lateral or private distribution system other than on the outlet side of a Corporation meter;

- (xv) without approval, wilfully consumes water from the Water Works and/or wilfully consumes water that is not being registered through a Corporation meter where installed, or fails to report the taking and/or consumption of water from the Water Works as may be required by the Corporation or under the terms of this Schedule;
- (xvi) has an unauthorized meter by-pass in place capable of lessening or altering the amount of water registered;
- (xvii) removes, alters or tampers with any seal placed upon a meter, valve or by-pass;
- (xviii) without lawful authority uses water from a fire service for purposes other than fire fighting;
- (xix) fails to obtain a water connection permit as set out in this Schedule;
- (xx) except as authorized by this Schedule, fails to provide a place for and install a Corporation meter and/or remote reader in conformance with the Corporation's Standards;
- (xxi) fails to adequately protect from damage, including from freezing, a Corporation meter and/or remote reader;
- (xxii) backfills a private water lateral trench, or a private water distribution system trench, or a corporation or private hydrant connection trench without prior approval;
- (xxiii) turns off or on or interferes with a private water lateral or a private water distribution system without the approval of the Director of Public Works;
- (xxiv) fails to provide written notification that a private water lateral, or a private water distribution system connection, or a private hydrant connection has been disconnected;
- (xxv) blanks or caps, or causes or permits to be blanked or capped, any private water lateral or private distribution system connection, or private hydrant connection, without prior approval;
- (xxvi) fails to provide excavation, backfill and reinstatement to enable the blanking or capping of a private water lateral, or a private distribution system connection, or a private hydrant connection as required by this Schedule;
- (xxvii) has, creates, or permits or causes to be created a cross-connection;
- (xxviii) operates or permits to be operated any Corporation or private fire hydrant without an approved cut-off valve and backflow prevention devices;
- (xxix) fails to obey and conform to the water use restrictions imposed by Council, or temporary water use restrictions imposed by the Director of Public Works;
- (xxx) undertakes or permits to be undertaken, thawing operations of any section or part of the Water Works, or to private lateral or private distribution systems, or any hydrants, without the prior approval of the Director of Public Works; and/or
- (xxxi) fails to repair a leak in a private water lateral within seven (7) days of notice.

is guilty of an offence, and on conviction is liable to a fine, exclusive of costs, to the use of the Corporation, pursuant to the provisions of the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33, as amended.

7.4 ENFORCEMENT AND PENALTIES

7.4.1 CONTRAVENTION OF BY-LAW

Except as otherwise provided in this Schedule, and except as otherwise provided in the *Municipal Act* 2001, as amended, any person or persons who contravenes the provisions of this Schedule is guilty of an offence and on conviction is liable at the discretion of the presiding Justice of the Peace or Judge of the Ontario Court, Provincial Division, or other relevant Justice or Judge or Court, to a fine, exclusive of costs, for each offence, to the use of the Corporation, pursuant to the provisions of the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33 and amendments thereto.

7.4.2 GUILTY OF CONTRAVENTION OF BY-LAW

Every person who contravenes Part 7, Subsections 7.1, 7.2 or 7.3 of this Schedule is liable to the set fines established under Appendix "1" annexed hereto as amended from time to time.

7.4.3 NOTICE OF VIOLATION

Any person found to be in contravention of this Schedule, shall be issued a notice of such violation. Every such person may, within seventy-two (72) hours of the time when such notice was issued, pay at the City of Temiskaming Shores Municipal Offices the set fine or fines for and in full satisfaction of such violation as set out in Appendix "1" annexed hereto. The failure of such person to pay the said set fine or fines as set forth in Appendix "1" hereto, subjects him or her to the penalties hereinbefore provided for the violation of the provisions of this Schedule, and at the discretion of the Corporation, water supply to said person may be discontinued. Unpaid set fines shall be added to the Owner's next water billing.

7.4.4 SET FINES

The set fines described herein shall come into force and effect upon receipt of the Judge's Order from the Ministry of the Attorney General.

7.4.5 ENFORCEMENT

This Schedule shall be enforced by:

- (i) Public Works Environmental Superintendent;
- (ii) the Municipal By-Law Enforcement Officers;
- (iii) the Chief Building Official; or
- (iv) the Building and Planning Inspectors

of the Corporation of the City of Temiskaming Shores, as appropriate.

7.4.6 COURT ORDER

The court in which the conviction has been entered, and any court of competent jurisdiction thereafter, may make an order prohibiting the continuation or repetition of the offence by the person convicted, and such order shall be in addition to any other penalty imposed on the person convicted.

7.4.7 LIABILITY TO CORPORATION

Every person who, by act, default, neglect or omission, occasions any loss, damage or injury to the Water Works, or to any machinery, fitting or appurtenance thereof is liable to the Corporation therefore.

7.4.8 CORPORATION'S RIGHTS AND POWERS

No action or proceeding under the provisions of this Schedule shall preclude the Corporation from the right and power to exercise any other right or remedy available to the Corporation.

7.5 RECOVERY OF REVENUE LOSSES

7.5.1 ENTITLEMENT TO REVENUE RECOVERY

In addition to the remedies provided under this Schedule, the Corporation shall be entitled to recover from the Owner and/or Customer any loss of water or sewer revenues which have resulted from any violation of the provisions of this Schedule, whether or not the violation was committed willfully or knowingly or unknowingly.

7.5.2 AMOUNT OF REVENUE RECOVERY

The amount of revenue recovery shall be determined by the Treasurer in consultation with the Director of Public Works and/or Chief Building Official as appropriate based on the evidence provided as follows:

- (i) the estimated length of time over which the offence occurred and revenue was lost;
- (ii) the estimated amount of water usage and/or sewer discharge over that period; and
- (iii) the applicable water and sewer rates over that period as established by Corporation by-law.

7.5.3 APPEAL OF REVENUE RECOVERY

An appeal of the revenue amount to be recovered as determined by the Treasurer under Subsections 7.5.1 and 7.5.2 may be made in writing to Council.

PART 8 – MISCELLANEOUS

8.1 ACT PROVISIONS

The pertinent provisions of the *Municipal Act 2001*, the *Safe Drinking Water Act*, the *Ontario Water Resources Act*, the *Building Code Act*, the *Fire Protection and Prevention Act*, the Ontario Building Code, and the Ontario Fire Code and amendments thereto apply with necessary modifications to this Schedule.

8.2 PARTIAL INVALIDITY

If any provision of this Schedule application thereof shall to any extent be invalid or unenforceable, the remainder of the Schedule and/or the application of such provision to the circumstances other than those to which it is held invalid or unenforceable shall not be affected thereby; and each provision of this Schedule shall be separately valid and enforceable to the fullest extent permitted by law.

8.3 CONFLICT OF PROVISIONS

In the event of a conflict between this Schedule and the provisions of any other by-law or statute, the provisions that are the most restrictive shall prevail.

The Corporation of the City of Temiskaming Shores

By-law No. 2016-112

Being a by-law to authorize the submission of application(s) to Ontario Infrastructure and Lands Corporation (OILC) for certain new capital works of The Corporation of the City of Temiskaming Shores and to authorize temporary borrowing from OILC to meet expenditures in connection with such works; and to authorize long term borrowing for such works through the issuance of debentures to OILC

Whereas the *Municipal Act, 2001* (Ontario), as amended, (the “**Act**”) provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

And whereas it is now deemed to be expedient to authorize for the purposes of the Municipality the new capital work(s) described in column (2) of Schedule “A” (individually a “**Capital Work**”, collectively the “**Capital Works**”, as the case may be) attached hereto and forming part of this By-law (“**Schedule “A”**”) in the amount of the respective estimated expenditure set out in column (3) of Schedule “A”, subject in each case to approval by OILC of the financing for such Capital Work(s) that will be requested by the Municipality in the Application as hereinafter defined;

And whereas in accordance with section 4 of Ontario Regulation 403/02 (the “**Regulation**”), the Council of the Municipality had its Treasurer calculate an updated limit in respect of its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing (as so updated, the “**Updated Limit**”), and, on the basis of the authorized estimated expenditure for the Capital Work or each Capital Work, as the case may be, as set out in column (3) of Schedule “A” (the “**Authorized Expenditure**” for any such Capital Work), the Treasurer calculated the estimated annual amount payable in respect of the Capital Work or each Capital Work, as the case may be, (collectively the “**Estimated Annual Amount Payable**”) and determined that the Estimated Annual Amount Payable does not cause the Municipality to exceed the Updated Limit, and accordingly the approval of the Ontario Municipal Board pursuant to the Regulation, is not required before any such Capital Work is authorized by the Council of the Municipality;

And whereas subsection 405(1) of the Act provides, amongst other things, that a municipality may authorize temporary borrowing to meet expenditures made in connection with a work to be financed in whole or in part by the issue of debentures if, the municipality is an upper-tier municipality, a lower-tier municipality in a county or a single-tier municipality and it has approved the issue of debentures for the work;

And whereas subsection 401(1) of the Act provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

And whereas the Act also provides that a municipality shall authorize long term borrowing by the issue of debentures or through another municipality under section 403 or 404 of the Act;

And whereas OILC has invited Ontario municipalities desirous of obtaining temporary and long term debt financing in order to meet capital expenditures incurred on or after January 1, 2004 in connection with eligible capital works to make application to OILC for such financing by completing and submitting an application on the form provided by OILC;

And whereas the Municipality has completed and submitted an application to OILC (the "**Application**") to request financing for the Capital Work(s) by way of long term borrowing through the issue of debentures to OILC and by way of temporary borrowing from OILC pending the issue of such debentures;

And whereas OILC has accepted and has approved the Application;

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

1. The Council of the Municipality hereby confirms, ratifies and approves the execution by the Treasurer of the Application and the submission by such authorized official of the Application, duly executed by such authorized official, to OILC for the financing of the Capital Work(s) in the maximum aggregate principal amount of \$1,235,062.60 substantially in the form of Schedule "B" hereto and forming part of this By-law, with such changes thereon as such authorized official may hereafter approve, such execution and delivery to be conclusive evidence of such approval.
2. The undertaking of the Capital Work or of each Capital Work, as the case may be, in the amount of the respective estimated Authorized Expenditure set out in column (3) of Schedule "A" is hereby approved and authorized;
3. That the Mayor and the Treasurer are hereby authorized to conclude contracts on behalf of the Municipality for the undertaking of the Capital Work or of each Capital Work, as the case may be, in accordance with the Municipality's usual protocol;
4. Where applicable, the Engineer of the Municipality will forthwith make such plans, profiles and specifications and furnish such information as in the opinion of the Engineer are necessary for the undertaking of the Capital Work or of each Capital Work, as the case may be; and
5. Where applicable, the undertaking of the Capital Work or of each Capital Work, as the case may be, shall be carried on and executed under the superintendence and according to the direction and orders of such Engineer.
6. The Mayor and the Treasurer are hereby authorized to negotiate and enter into, execute and deliver for and on behalf of the Municipality a financing agreement (a "**Financing Agreement**") with OILC that provides for temporary and long term borrowing from OILC in respect of the Capital Work(s) on such terms and

conditions as such authorized officials may approve, such execution and delivery to be conclusive evidence of such approval.

7. The Mayor and/or the Treasurer are hereby authorized, pending the substantial completion the Capital Work or each Capital Work, as the case may be, or as otherwise agreed with OILC, to make temporary borrowings pursuant to section 405 of the Act in respect of the Capital Work or of each Capital Work, as the case may be, on the terms and conditions provided in the Financing Agreement and on such other terms and conditions as such authorized officials may agree, and to sign such evidence of indebtedness as OILC may require (the “**Note**”) and to deliver the Note to OILC, such execution and delivery to be conclusive evidence of such agreement; and the Treasurer is authorized to sign such certifications as OILC may require in connection with such borrowings in respect of the Capital Work(s); provided that the amount of borrowings allocated to the Capital Work or to each Capital Work, as the case may be, does not exceed the Authorized Expenditure for such Capital Work and does not exceed the related loan amount set out in column (4) of Schedule “A” in respect of such Capital Work.
8. Subject to the terms and conditions of the Financing Agreement and such other terms and conditions as OILC may otherwise require, the Mayor and the Treasurer are hereby authorized to long term borrow for the Capital Work(s) and to issue debentures to OILC on the terms and conditions provided in the Financing Agreement and on such other terms and conditions as such authorized officials may agree (the “**Debentures**”); provided that the principal amount of the Debentures issued in respect of the Capital Work or of each Capital Work, as the case may be, does not exceed the Authorized Expenditure for such Capital Work and does not exceed the related loan amount set out in column (4) of Schedule “A” in respect of such Capital Work.
9. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, as security for the payment by the Municipality of the indebtedness of the Municipality to OILC under the Note and/or the Debentures, as the case may be (the “Obligations”), the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding the amounts that the Municipality fails to pay OILC on account of the Obligations and to pay such amounts to OILC from the Consolidated Revenue Fund.
10. For the purposes of meeting the Obligations, the Municipality shall provide for raising in each year as part of the general levy, the amounts of principal and interest payable in each year under the Note and/or any outstanding Debenture, to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.
11. The Mayor and/or the Treasurer are hereby authorized to execute and deliver the Note, the Mayor and the Treasurer are hereby authorized to enter into, execute and deliver the Financing Agreement, and to issue the Debentures, one or more of

the Clerk and the Treasurer are hereby authorized to generally do all things and to execute all other documents and papers in the name of the Municipality in order to perform the Obligations of the Municipality under the Financing Agreement and to execute and deliver the Note and to issue the Debentures, and the Treasurer is authorized to affix the Municipality's municipal seal to any such documents and papers.

12. The money realized in respect of the Note and the Debentures, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to the execution and delivery of the Note and to the issue of the Debentures, if any, shall be apportioned and applied to the respective Capital Work and to no other purpose except as permitted by the Act.

13. This By-law takes effect on the day of passing.

Read a first, second and third time and finally passed this 21st day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

New Capital Works

(1)	(2)	(3)	(4)
<u>Capital Work Number</u>	<u>Description of Capital Work</u>	<u>Estimated Expenditure</u>	<u>Loan Amount</u>
1	3 Pickups (Public Works)	\$87,716.16	\$87,716.16
2	1 Pickup (Enviro Services)	\$29,220.54	\$29,220.54
3	1 Van (Property Maintenance)	\$63,125.90	\$63,125.90
4	Trackless (Public Works)	\$157,000.00	\$157,000.00
5	Vacuum/Sucker Truck (Enviro)	\$412,112.00	\$412,112.00
6	Rescue Van (FEMS)	\$300,888.00	\$300,888.00
7	Loader (Public Works)	\$185,000.00	\$185,000.00



Schedule "B" to

By-law No. 2016-000

Ontario Infrastructure and Lands Corporation (OILC) Loan
Application No. 16019

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (OILC)
LOAN APPLICATION

Application ID: 16019 Program Year: 2016/2017
Application Submit Date: Jun-07-2016

A. GENERAL INFORMATION - Borrowing Municipality

Name: The City of Temiskaming Shores ID: 54010
Address: P.O. Box 2050 City: Haileybury
325 Farr Drive Postal Code: P0J 1K0
Name of Treasurer(or equivalent): Laura-Lee MacLeod Title: Treasurer
Telephone Number: 705-672-3363 Fax No.: 705-672-3200
Email: Imacleod@temiskamingshores.ca

B. CONTACT INFORMATION

Questions regarding the information contained in the application form should be addressed to:

Name: Laura-Lee MacLeod Title: Treasurer
Telephone: 705-672-3363 Fax No.: 705-672-3200
Email: Imacleod@temiskamingshores.ca

C. PROJECT SUMMARY INFORMATION

<u>No.</u>	<u>Project Name</u>	<u>Category</u>	<u>Type</u>	<u>Loan Amount</u>
1	Vehicle Replacement - 5 yr	Municipal Other Infrastructure	Others	\$180,062.60
2	Vehicle Replacement - 10 yr	Municipal Other Infrastructure	Others	\$1,055,000.00
Total Loan Amount				\$1,235,062.60

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (OILC)
LOAN APPLICATION

Type of work (e.g. new construction, renovation of existing facilities, redevelopment, deferred maintenance, etc.):

replacement

Description of the project:

3 pick ups - Public Works
1 pick up - Environmental Services
1 van - Property Maintenance

Additional comments:

What is the life span of the project in years? (i.e. the physical asset)

10

Please identify your Ministry contact (If applicable)

Ministry:

Contact Name:

Contact Phone:

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (OILC)
LOAN APPLICATION

Project Information

Project Name Vehicle Replacement - 5 yr
Category Municipal Other Infrastructure

Project Cost (A) \$180,062.60

Project Funding/Financing

List existing and expected Funding/Financing sources for the project (eg. Reserves, other cash on hand, approved grants, etc.).

<u>Source/Description</u>	<u>Timing</u>	<u>Amount</u>
	Total Amount (B)	\$0.00
	OILC Loan Amount (A-B)	\$180,062.60

Please enter your long-term borrowing requirements including the estimated date the funds are required. Only include long-term borrowing in this section. If you anticipate that you will require short-term financing during the construction phase of the project, the information will be gathered as part of the Financing Agreement.

<u>Estimated Date Required</u>	<u>Amount</u>	<u>Term (in years)</u>	<u>Type</u>
Jul-15-2016	\$180,062.60	5	Serial
Total Long-Term Financing	\$180,062.60		

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (OILC)
LOAN APPLICATION

Type of work (e.g. new construction, renovation of existing facilities, redevelopment, deferred maintenance, etc.):

vehicle replacement

Description of the project:

trackless - Public Works
loader - Public Works
vacuum/sucker truck - Environmental Services
command rescue truck - Fire & Emergency Management

Additional comments:

What is the life span of the project in years? (i.e. the physical asset)

20

Please identify your Ministry contact (If applicable)

Ministry:

Contact Name:

Contact Phone:

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (OILC)
LOAN APPLICATION

D. DEBT AND REPAYMENT SUMMARY

Financial Information Returns (FIR)

Please be aware that OILC will be unable to complete the processing of your application until you have filed your most current FIR with the Ministry of Municipal Affairs and Housing. If you have not filed your FIR, you should submit your application to OILC and send your FIR to MMAH as soon as possible.

ARL

Please provide a copy of the Borrower's most recent ARL issued by MMAH.

Existing Borrowing:

Please provide the following details on the existing debt, including capital leases and unsecured debt.

Loan #	Loan Purpose	Initial Amount Borrowed	Amount Outstanding as per Most Recent Audited Financials	Annual Interest Rate (%)	Date Borrowed (mm/dd/yy)	Maturity Year	Summary of Existing Pledges, Conditions, Covenants	Payment Type	Periodic Amount Payable	Payment Frequency
1								blended principal and interest		Monthly

Please elaborate on re-financing plans and options for any existing "interest only" debt, if applicable

Existing Encumbrances:

Does the Borrower have any existing liens, pledges and any other encumbrances on existing assets?

Yes No

If yes, please provide details:

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (OILC)
LOAN APPLICATION

OILC Loan Repayment Information

Please indicate the source(s) of revenue you plan to use to repay the OILC Loan.

Contribution to OILC Loan Payments (%)

Source

Taxation	100.00
User Fees	
Service Charges	
Development Charges	
Connection Fees	
Subsidies	
Other	
Total	100.00

Description of Other Source

Audited Financial Statements

A copy of the most recent audited financial statements must be attached with this loan application.

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (OILC)
LOAN APPLICATION

E. LITIGATION

Is there any litigation threatened or existing which would affect any projects or substantially impair the Borrower's ability to pay debt service costs on its general obligation indebtedness? Please indicate Yes or No.

Yes No

Please complete the Certificate of Litigation template found under the Forms menu.

F. NON-REPAYMENT OF LOANS OR DEBENTURES

In the last 10 years has the Borrower ever failed to make a loan or debenture repayment on time to any lender, including to the Provincial Government?

Yes No

If yes, please provide details. If necessary, attach details.

G. PROVINCIAL GRANTS AS SECURITY

Pursuant to OILC's enabling legislation, the Minister of Finance may deduct funds from provincial grants to the Borrower appropriated by the Legislative Assembly of Ontario for payment to OILC to satisfy any outstanding unpaid amounts owed by the Borrower to OILC.

H. ATTACHMENTS

Please ensure all required documents are submitted with the signed application. OILC requires originals as noted below to be mailed or couriered. Also, please retain a copy of all documents submitted to OILC for your records.

- Loan Application Signature Page signed and dated by the appropriate individual (original to be submitted)
- Certified and sealed copy of OILC template By-Law authorizing project borrowing and applying for a loan (original with seal)
- Certificate of Treasurer Regarding Litigation using the OILC template (original, signed & sealed)
- Updated Certified Annual Repayment Limit Calculation (original)
- OMB approval if exceeding debt repayment limit, if applicable
- Capital Plan if applicable
- Project management letter

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (OILC)
LOAN APPLICATION

- I acknowledge and agree that all of the above referenced documents must be submitted in the form required by OILC and understand that the application will not be processed until such documents have been fully completed and received by Infrastructure Ontario.

Please note: OILC retains the right to request and review any additional information or documents at its discretion.

- I acknowledge that I have read and understood the Project Management and Best Practices Reporting Requirements

Confidential Information

OILC is an institution to which the *Freedom of Information and Protection of Privacy Act* (Ontario) applies. Information and supporting documents submitted by the Borrower to process the loan application will be kept secure and confidential, subject to any applicable laws or rules of a court or tribunal having jurisdiction.

The Corporation of the City of Temiskaming Shores

By-law No. 2016-113

Being a by-law to authorize the entering into a Lease Agreement with Her Majesty the Queen in Right of Canada, represented by the Minister of Fisheries and Oceans for the Small Craft Harbour facility (Part 1 on Plan 54R-3418 – North Marina – Haileybury Waterfront)

Whereas Section 8 of the Municipal Act 2001, c.25, as amended, states that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

And whereas Section 9(1) of the Municipal Act 2001, c.25, as amended, interprets Section 8 as to enable a municipality to govern their affairs as they consider appropriate;

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

And whereas Council considered Administrative Report No. CS-005-2016 at the June 21, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to enter into a five (5) year Lease Agreement with Fisheries and Oceans Canada for the Small Craft Harbour facility (Haileybury Marina) for consideration at the June 21, 2016 Regular Council meeting.

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

1. That the Mayor and Clerk are hereby authorized to enter into a Lease Agreement with Her Majesty the Queen in Right of Canada as represented by the Minister of Fisheries and Oceans for the Small Craft Harbour facility (Part 1 on Plan 54R-3428 – North Marina – Haileybury Waterfront), a copy of which is attached hereto as Schedule “A” and forming part of this by-law;
2. That the Mayor and Clerk of the City of Temiskaming Shores are hereby authorized to execute amendments to this agreement after the passage of this by-law, where Council has requested and/or approved the said amendment through a Resolution of Council;
3. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantical or descriptive nature or kind to the by-law and schedule as may be deemed necessary after the passage of this by-law.

Read a first, second and third time and finally passed this 21st day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

THIS AGREEMENT dated for reference this day of May, 2016.

BETWEEN –

HER MAJESTY THE QUEEN, in right of Canada,
represented herein by the Minister of Fisheries and Oceans
(hereinafter called “the Minister”)

OF THE FIRST PART;

-and-

CORPORATION OF THE CITY OF TEMISKAMING SHORES
Province of Ontario
(hereinafter called “the Agent”)

OF THE SECOND PART;

WITNESSETH that the Minister, in consideration of the rents, covenants, provisos, and conditions hereinafter contained, hereby leases unto the Agent:-

Description

ALL AND SINGULAR those certain parcels or tracts of land and land covered by water in the former Town of Haileybury, now City of Temiskaming Shores, more particularly described as Location RF 188, comprising an area of two and forty-five hundredths (2.45) hectares, more or less, composed of Part of the bed of Lake Temiskaming in front of Part of Lot 12, Concession III, Township of Bucke, in the District of Temiskaming and Province of Ontario, designated as Part 1 on Plan 54R-3418, TOGETHER WITH the Government improvements located thereon, (hereinafter referred to as “the said premises”), being more particularly shown outlined in red on the plan hereto annexed and designated Schedule “A”.

Habendum

TO HAVE TO HOLD the said premises unto the Agent from and after the 1st day of July, 2015, for a term or period of five (5) years and then fully to be complete and ended.

Reddendum

YIELDING AND PAYING therefor, during the currency of this Agreement, unto the Minister, to the Receiver General of Canada, in lawful money of Canada. The following rent or sum, namely:-

- (a) FIVE HUNDRED DOLLARS (\$500.00) PLUS TAXES per annum, payable each year in advance, or
- (b) TWENTY PER CENT (20%) PLUS TAXES of all gross revenue derived by the Agent from the management and operation of the said premises, whichever is the greater amount, and the difference between the \$500.00 paid in advance and 20% gross revenue is payable within sixty days of the end of each agreement-year.

Interpretation IN THIS AGREEMENT;

- (i) "Minister" means the Minister of Fisheries and Oceans and any person he has delegated to act on his behalf.
- (ii) "Regional Director" means the Regional Director of Small Craft Harbours Branch of the Department of Fisheries and Oceans and any person he has delegated to act on his behalf.

It is agreed by and between the said parties hereto that these Presents are made and executed upon and subject to the covenants, provisos, conditions and reservations hereinafter set forth and contained, namely:

Purpose

- 1. a) The Agent shall use and occupy the said premises and carry out the management and operation of the said premises in accordance with the Fishing and Recreational Harbours Act and the Fishing and Recreational Harbours Regulations as amended from time to time, or any other applicable act or regulations enacted or made during the currency of this Agreement.
- b) Nothing in Clause No. 1a) hereof, shall relieve the Minister from discharging any of his duties under the said Fishing and Recreational Harbours Act and the said Fishing and Recreational Harbours Regulations.
- c) That the Minister shall supply to the Agent, one copy of the said Act and Regulations, as amended from time to time.

To Pay Rent

- 2. That the Agent will pay all annual rental fees herein reserved at the time and in the manner in these Presents set forth, without any abatement or deduction whatever.

Taxes

- 3. That the Agent will pay or cause to be paid all rates, taxes and assessments, of whatsoever description, that may at any time during the existence of these Presents be imposed, or become due and payable upon, or in respect of the said premises.

Compliance with Law

- 4. The Agent shall in all respects abide by and comply with all rules, regulations and by-laws of municipalities and other governing bodies, in any manner affecting the said premises.

Public Use

- 5. Subject to Clause No. 19 hereof, the Agent shall not interfere with the public use of the said premises during the currency of this Agreement; it being expressly understood and agreed, however, that the Agent may refuse the use of the said premises to any vessel on which tolls and dues are outstanding and the Agent may take all lawful action through Small Debts Court or otherwise to obtain payment of outstanding or overdue accounts.

Access

- 6. a) That the Minister, his servants or agents shall, at all times and for the purpose of inspecting the said premises, have full and free access to any and every part of the said premises.
- b) The Minister shall, upon reasonable notice to the Agent, except in the case of emergency, have full and free access to the said premises for the purposes of repairing and maintaining the said premises.

Assignment

- 7. That the Agent shall not make any assignment of these Presents, nor any transfer or sub-lease of any of the premises, rights or privileges demised or leased hereunder, without obtaining the prior consent in writing of the Minister to such assignment, transfer or sub-lease. The Agent shall pay to the Minister a reasonable charge for the preparation of any consent thereto expressed in writing, and shall be responsible for any costs incurred by the Minister in addressing the request for consent, provided that such costs are reasonable.

**Repair and
Maintenance**

8. That the Agent shall not, during the currency of this Agreement, do, suffer or permit to be done any act or thing which may impair, damage or injure the said premises beyond the damage occasioned by reasonable use, and shall inspect, maintain, and effect minor repairs of the said premises which may at any time become damaged, whether due to the negligence of the Agent or otherwise. Nothing in this provision shall obligate the Agent to be responsible to effect repairs of any major or structural kind but, in the event that such repairs are needed, it shall be the responsibility of the Agent to provide notice to the Minister of the need for major or structural repairs, and to take whatever steps are appropriate to deal with continued use of the premises while such repairs are pending. When such repairs are warranted, the parties hereto shall consider, and together decide how and when to effect such repairs.

**Care of
Property**

9. That the Agent shall, at its own cost and expense, at all times during the currency of this Agreement, keep the said premises in a neat and tidy condition, removing or causing to be removed therefrom all papers, refuse, litter, waste or rubbish arising out of the operations of the Agent under this Agreement, all to the satisfaction of the Regional Director.

Improvements

10. That any improvements made to the said premises by the Agent at any time during the term of this Agreement, to make the said premises suitable for the purpose referred to in Clause No. 1 hereof, shall be at the risk, cost and expense of the Agent and to the satisfaction of the Regional Director.

**Construction
of Buildings
or Structures**

11. That the Agent shall not construct or erect any buildings or other structures on the said premises without obtaining the approval of the Regional Director, of plans showing the design and nature of construction of such buildings or structures and their proposed locations.

**Annoyance
Nuisance and
Disturbance**

12. That the Agent shall not, at any time during the currency of this Agreement do, cause or permit to be done, any act or thing in or upon the said premises which shall, or may be, or might become, an annoyance, nuisance or disturbance to the occupiers of any lands or premises adjoining or in the vicinity of the said premises.

Title

13. That is hereby declared, and this Agreement is accepted by the Agent, upon the express condition that the Agent shall have no recourse against the Minister, should the minister's title to the said premises be found to be defective, or should these Presents prove ineffectual by reason of any defect in such title.

**Claims and
Damages**

14. That the Agent shall not have any claims or demand against the Minister for loss, damage or injury of any nature whatsoever, or howsoever caused to the said premises or to any person or property, at any time brought, placed, made or being on the said premises unless such damage or injury is due to the negligence of any officer, servant, agent, contractor or sub-contractor of Her Majesty the Queen in right of Canada while acting within the scope of his duties or employment.

**Indemni-
fication**

15. That the Agent shall at all times indemnify and save harmless Her Majesty the Queen in respect of any action, claim, cause of action, suit, debt, loss, damage, cost, expense or demand whatsoever, at law or in equity, arising by way of any breach by the Agent, its employees, servants, agents, sub-lessees or persons for whom it is by law responsible, of any provisions of this Agreement or arising by way of the Agent and her Majesty's ownership, occupation and control of the premises, except claims for damages resulting from the negligence of any officer, servant, agent, contractor or sub-contractor of Her Majesty the Queen while acting within the scope of his duties.

Termination

16. That this Agreement may be terminated at any time:

(a) By the Agent upon sixty (60) days' notice in writing, such notice to be signed by the Agent and delivered to or mailed addressed to the Regional Director, Small Craft Harbours Branch, Department of Fisheries and Oceans, 501 University Crescent, Winnipeg, Manitoba, R3T 2N6, or

(b) By the Minister upon sixty (60) days' notice in writing, signed by the Minister, and either delivered to the Agent or any officer of the Agent, or mailed addressed to the last known place of business or office of the Agent,

and thereupon, after the expiration of such period of notification, these Presents shall be determined and ended, and the Agent shall thereupon, and also in the event of the determination of this Agreement in any other manner, except re-entry under Clause No. 17 hereof, forthwith remove from the said premises all things at any time brought or placed thereon by the Agent and shall also to the satisfaction of the Regional Director repair all and every damage and injury occasioned to the said premises by reason of such removal or in the performance thereof, but the Agent shall not, by reason of any action taken or things performed or required under this Clause, be entitled to any compensation whatsoever, provided that, unless required by the Minister, no goods, chattels, materials, effects or things shall be removed from the said premises until all rent due or to become due under this Agreement, is fully paid.

Default

17. That, notwithstanding anything in this Agreement contained, if the rent above reserved or any part thereof, shall be in arrears or unpaid, whether or not the same shall have been in any manner demanded, or in the case of default, breach or non-observance to be made or suffered by the Agent at any time or times, in, or in respect of any of the covenants, provisos, conditions, and reservations herein contained, which on the part of the Agent ought to be observed and performed, then, and in every such case, provided such non-payment of rent, default, breach or non-observance is not cured within thirty (30) days from the date of notice thereof in writing from the Minister to the Agent, the Minister may terminate this Agreement by giving to the Agent a notice in writing, signed by the Minister, and either delivered to the Agent or any officer of the Agent, mailed addressed to the last known place of business or office of the Agent, and thereupon after delivery or mailing of such written notification, this Agreement shall be determined and ended, and in that event, it shall be lawful for the Minister, his servants or agents, to re-enter and thereafter to have, possess and enjoy the said premises and all improvements thereon.

And no acceptance of rent subsequent to any breach or default, other than non-payment of rent, nor any condoning, excusing or overlooking by the Minister on previous occasions of breaches or defaults similar to that for which re-entry is made shall be taken to operate as a waiver of this condition nor in any way defeat or affect the rights of the Minister hereunder.

The Agent shall pay in addition to any other provisions hereof the reasonable fees and disbursements of counsel to the Minister in connection with the enforcement of this Agreement, or in the event of default hereunder.

Hold Over

18. Provided always and that it is hereby agreed by and between the parties hereto that if the said Agent shall hold over after the expiration of the term hereby granted, and if the Minister shall accept rent, the new tenancy thereby created shall be a tenancy at will and not a tenancy from year to year, and the Agent shall pay as rent during the time of such occupancy a rental to be determined at the discretion of the Minister, and shall be subject to the covenants and conditions herein contained so far as the same are applicable to tenancy at will.

**Tolls, Dues
& Charges**

19. That the Agent shall, during the currency of this Agreement, charge tolls or dues established under the authority of the Fishing and Recreational Harbours Act or by Regulations approved from time to time by the Governor in Council respecting the said premises. The Agent may collect additional reasonable charges for services such as electrical power outlets, water outlets, watchman services, etc., provided at the Agent's expense for the benefit and use of the boating public using said premises.

**Accounting
Records**

20. That during the currency of this Agreement, the Agent shall cause to be kept records of its operation hereunder, such records to be kept according to accepted principles of accounting, and the Agent shall supply to the Regional Director, a certified statement for each accounting period during the currency of this Agreement.

**Audit
Inspection**

21. That the books of the Agent concerning the operation and management of the said premises, shall be open for audit and inspection at all times during business hours, by the accredited officers of the Minister.

Pollution

22. That the Agent shall not place or deposit, or cause or permit to be placed or deposited, any fill, sand, gravel, detritus, waste, debris or other materials, articles or things on the said premises which may form a deposit thereon or therein without the prior consent, in writing, of the Regional Director.

**Environ
mental
Protection**

23. (i) The Agent agrees to abide by and comply with all federal environmental legislation, including the relevant provisions of the Canadian Environmental Protection Act, affecting the said premises, as well as with the regulations and guidelines made and established under it, and all applicable Provincial, Territorial and municipal environmental legislation, regulations, rules or guidelines affecting the said premises.

(ii) The Agent shall not process, use, deposit or store on the said premises or in its subsoil any toxic substances, as defined in the Canadian Environmental Protection Act, nor any other substance that constitutes or may constitute a danger to the environment or to human life or health.

(iii) The Agent agrees to clean up, at its expense, to then current federal and provincial standards, any part or all of the said premises contaminated during the term of this Lease or any renewal of it immediately upon becoming aware of the contamination.

**Service
Reservation**

24. That this Agreement is granted strictly subject to the right of the Minister and Lessees and Licensees of the Minister to maintain and operate services installed on the said premises at the date of this Agreement, and to the right of the Minister to grant leases or licences, as the case may be, at any time during the currency of this Agreement, covering the right and privilege or permission to install, lay, maintain and use services on, over or across the said premises and the Agent shall not, at any time during the currency hereof, do anything or cause or permit anything to be done which will in any way interfere with the rights and privileges or permissions thereby granted, provided however, that such leases or licences will be granted subject to this Agreement and provided that the Lessees or Licensees thereunder shall not commence to exercise the rights and privileges or permissions thereby granted unless and until the consent in writing is first obtained from the Agent, and which consent shall not be unreasonably withheld.

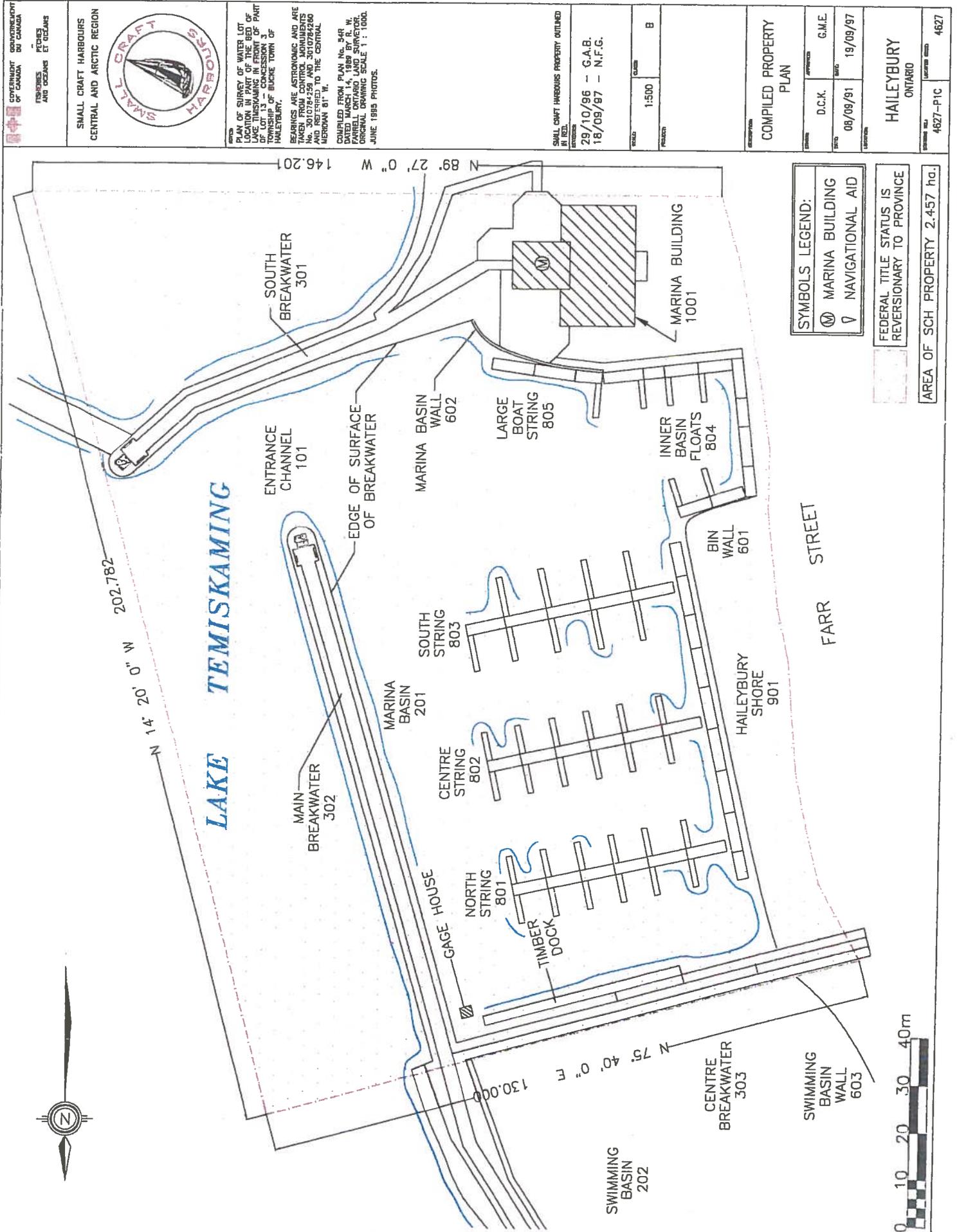
Concession

25. That no application for permission to establish concessions of any kind shall be granted without the prior approval in writing of the Regional Director.

Use by Agent

26. That in the event that any portions of the said premises are used for the purposes of the Agent, the Agent shall establish a market rental for such use and the Reddendum Clause shall be applied to such rental.

- Fire Prevention** 27. That the Agent shall take all necessary precautions against fire occurring in or on the said premises.
- Navigation Protection Act** 28. That the Agent shall fulfill in all respects the requirements of "Works" Section of the Navigation Protection Act, Chapter N-22 of the Revised Statutes of Canada 1985.
- Members of Parliament** 29. No member of the House of Commons shall be admitted to any share or part of this Agreement or to any benefit to arise therefrom.
- Discrimination** 30. That the Agent and any Sub-lessee shall not discriminate against any person by reason of race, colour or creed, in any manner whatsoever, pertaining to the operation of the said premises.
- Sale or Transfer** 31. (i) Notwithstanding any other provision of this Agreement, in the event that the Minister disposes of its interest in the leased premises, or any part thereof, by way of sale, transfer or other conveyance, including a transfer of administration and control to Her Majesty the Queen in right of the Province of Ontario, the Minister shall be entitled at their sole option to assign this Agreement, or such portion thereof, to the transferee, or to terminate this Agreement, and the Agreement shall upon notice thereof be terminated forthwith.
- (ii) In the event of notice of termination being given by the Minister to the Agent, the Agent agrees that it shall forthwith vacate the said premises, and remove any chattels from the said premises in accordance with the provisions of this Agreement. The Agent further agrees and acknowledges that it shall have no cause of action against the Crown arising out of early termination of the Agreement, and hereby releases the Minister from any liability or otherwise that may be said to flow from the aforesaid early termination of this Agreement.
- Financial Administration Act** 32. If the Agent defaults in the payment of any amount due under this Agreement, the Agent shall be responsible for and pay interest on such defaulted payment (to the extent permitted by the Financial Administration Act R.S.C. 1985, Chapter F-11 and the Interest and Administration Charges Regulations SOR/96-188 (the Regulations) or any amendments thereto) up to the date payment is received by or on behalf of Her Majesty. For greater certainty and until such time as the Regulations are amended, in the case of default in respect of any monetary amount due, interest on the amount in default shall be calculated and compounded monthly at the average bank rate plus three per cent and accrue from the due date of the payment, until paid. Furthermore, in the event that any instrument is tendered in payment or settlement of any amount due to Her Majesty hereunder which for any reason is dishonoured, the Agent shall be responsible and pay an administrative charge of \$15.00 to Her Majesty, or any amount prescribed therefor by the Regulations will be applicable and in addition to the outstanding amount due.
- Insurance** 33. That the Agent shall, in addition to the payment of yearly rental hereunder, at its own cost, insure concurrently with the execution of this Agreement, and thereafter during the currency of this Agreement, maintain in force, a policy of liability insurance for the ownership, possession and control of the said premises with coverage of at least Two Million Dollars (\$2,000,000.00) per occurrence and including Her Majesty as a named co-insured in that policy. The Agent, on the anniversary of this Agreement, in each and every year, shall submit to the Regional Director, proof of such insurance.



GOVERNMENT OF CANADA
DEPARTMENT OF FISHERIES AND OCEANS
PÊCHERIE ET Océans

SMALL CRAFT HARBOURS
CENTRAL AND ARCTIC REGION

SMALL CRAFT HARBOURS

PLAN OF SURVEY OF WATER LOT LOCATION IN PART OF THE BED OF LAKE TEMISKAMING IN FRONT OF PART OF THE SHORELINE OF THE TOWNSHIP OF BUCCO TOWN OF HAILEYBURY.

BEARINGS ARE ASTRONOMIC AND ARE TAKEN FROM CONTROL MONUMENTS No. 301078-259 AND 301078-260 AND REFERRED TO THE CENTRAL MERIDIAN 81° W.

COMPILED FROM PLAN No. 344 DATED MARCH 14, 1989 BY R. W. HARRIS AND PLAN No. 345 OF ORIGINAL DRAWING SCALE 1" = 1000. JUNE 1989 PHOTOS.

SMALL CRAFT HARBOURS PROPERTY OUTLINED IN RED.

EXTENSION 29/10/96 - G.A.B.
18/09/87 - N.F.G.

SCALE 1:500

PLANNED BY B

COMPILED PROPERTY PLAN

D.C.K. G.M.E.
08/09/91 19/09/97

HAILEYBURY ONTARIO

4627-PIC 4627

SYMBOLS LEGEND:
 MARINA BUILDING
 NAVIGATIONAL AID

FEDERAL TITLE STATUS IS REVERSIONARY TO PROVINCE

AREA OF SCH PROPERTY 2.457 ha.

The Corporation of the City of Temiskaming Shores

By-law No. 2016-114

**Being a by-law to enter into a Municipal Insurance Agreement
with BFL Canada Ltd., brokered by Tench-MacDiarmid
Insurance Brokers Ltd. - July 1, 2016 to June 30, 2017**

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

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

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

And whereas Council considered Administrative Report CS-006-2016 at the June 21, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with BFL Canada Ltd.; brokered by Tench-MacDiarmid Insurance Brokers Ltd. to provide Municipal Insurance and Risk Management Services in the amount of \$307,594 for consideration at the June 21, 2016 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 agrees to enter into a Municipal Insurance Program with BFL Canada Ltd. brokered by Tench-MacDiarmid Insurance Brokers Ltd. for Municipal Insurance and Risk Management Services in the amount of \$307,594 plus applicable taxes for a term commencing July 1, 2016 and expiring June 30, 2017, a copy of which is attached hereto as Schedule "A" and forming part of this by-law.

Read a first, second and third time and finally passed this 21st day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law No. 2016-114

Agreement between

City of Temiskaming Shores

and

**BFL Canada Ltd., brokered by Tench-MacDiarmid Insurance
Brokers Ltd.**

for Municipal Insurance and Risk Management Services

BFL MAKES A DIFFERENCE

**Municipal Insurance Program
Renewal Proposal**

Corporation of the City of Temiskaming Shores

For the period
July 1, 2016 to July 1, 2017



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1. INTRODUCTION

It is with pleasure that **BFL CANADA** presents the **Corporation of the city of Temiskaming Shores** with the following Municipal Insurance Program Renewal Proposal.

Please review this document carefully and contact our representative, if you have any questions or comments.

Thank you for your business. We look forward to being of further service to you.



2. SUMMARY OF PROPOSED COVERAGES, LIMITS, DEDUCTIBLES & PREMIUMS

SUMMARY OF COVERAGES	LIMITS AND DEDUCTIBLES	
MUNICIPAL LIABILITY	\$ 50,000,000	(no annual aggregate)
Including:		
Tenants Legal Liability		
Incidental Medical Malpractice		
Abuse/Molestation		
Third Party Deductible, including expenses	\$ 25,000	per occurrence
Sewer Back Up Deductible, including expenses	\$ 25,000	per claimant
LEGAL EXPENSE FOR STATUTE LAW INCLUDING CONFLICT OF INTEREST	\$ 100,000	per action
	\$ 500,000	aggregate
Deductible	NIL	
WRONGFUL DISMISSAL LEGAL EXPENSE	\$ 250,000	per action
	\$ 500,000	aggregate
Deductible	\$ 5,000	per action
FOREST FIRE FIGHTING EXPENSE	\$ 1,000,000	per occurrence
	\$ 2,000,000	aggregate
Deductible	\$ 25,000	per occurrence
MEDICAL EXPENSE	\$ 25,000	any one person
Deductible	\$ 2,500	per person
VOLUNTARY COMPENSATION	\$ 50,000	per claim
	\$ 250,000	annual aggregate
Deductible	NIL	
PUBLIC OFFICIALS (ERRORS & OMISSIONS) LIABILITY	\$ 25,000,000	each claim
Including:		
Municipal Employee Benefits Liability		
Deductible	\$ 25,000	each claim

SUMMARY OF COVERAGES**LIMITS AND DEDUCTIBLES**

S.P.F. 6 – NON-OWNED AUTOMOBILE	\$ 50,000,000	any one accident
Deductible	NIL	
SEF 94 Legal Liability for Non-Owned Vehicles	\$ 250,000	per vehicle
Deductible	\$ 1,000	per vehicle
OWNED AUTOMOBILE – Third Party Liability	\$ 50,000,000	per occurrence
All Perils Deductible	\$ 5,000	per vehicle
* Replacement Cost on all vehicles unless otherwise stated		
ENVIROMENTAL IMPAIRMENT LIABILITY	\$ 5,000,000	each loss
	\$ 5,000,000	aggregate
Deductible	\$ 25,000	each loss
* No Retro-Active Date		
COMPREHENSIVE CRIME INSURANCE		
Employee Dishonesty Form A	\$ 1,000,000	
Loss of Money/Security Inside the Premises	\$ 200,000	
Loss of Money/Security Outside the Premises	\$ 200,000	
Money Orders & Counterfeit Paper Currency	\$ 200,000	
Depositors Forgery	\$ 1,000,000	
Audit Expenses	\$ 200,000	
Computer Fraud	\$ 200,000	
Deductible	NIL	

COMBINED PHYSICAL DAMAGE BROAD FORM	LIMITS AND DEDUCTIBLES	
Blanket Limit	\$	71,634,678
Property of Every Description	\$	68,484,678
Boiler & Machinery – Limit Per Accident	\$	50,000,000
Valuable Papers	\$	500,000
Business Income including Rental Income	\$	600,000
Accounts Receivable	\$	500,000
Extra Expense	\$	500,000
Media/Computers/Electronic Data Processing	\$	1,000,000
Fine Arts	\$	50,000 (\$5,000 limit per item)
Expediting Expenses	\$	500,000
Contamination – Ammonia, Hazardous Substance (including PCB)	\$	500,000
Professional Fees	\$	500,000
Pollutant Clean Up and Removal	\$	50,000
Fire Suppression System Recharge	\$	25,000
Growing Plants, Trees, Shrubs or Flowers in the Open	Included	(\$10,000 per item including debris removal)
Personal Property of Officers and Employees	Included	(\$5,000 per Officer/Employee)
Water Damage	Included	
Building Damage by Theft	Included	
Debris Removal	Included	
Increased Costs Repairs – Laws & By-Laws	Included	
Consequential Damage – Premises Power Protection	Included	
New Generation	Included	
Inflation Protection	Included	
Exhibition Form/Waterfront Sign	Included	
Deductibles	\$	5,000 per claim except
	\$	5,000 applies to Computer/EDP
	\$	5,000 applies to Fine Arts
	\$	25,000 applies to Anaerobic Digestors
	\$	5,000 applies to Pollutant Clean Up & Removal
	\$	2,500 applies to Fire Suppression System Recharge
	\$	50,000 applies to Flood
		3% of Total Loss or \$100,000 min., whichever is greater, applies to Earthquake

MUNICIPAL OFFICIALS ACCIDENT

LIMITS AND DEDUCTIBLES

Principal Sum \$ 250,000 applies on a 24 Hour Basis

Limits as outlined in Coverage Description

Coverage applies to 7 (Seven) Council Members and Staff Members

*Coverage only applies to Insureds under the age of 80

VOLUNTEER FIRE FIGHTERS' ACCIDENT

Principal Sum \$ 150,000 applies on a While on Duty Basis

Weekly Indemnity Period – Total Disability

Weekly Indemnity Period – Partial Disability

Limits as outlined in Coverage Description

*Coverage applies to all members of the Volunteer Fire Department, up to 80 years of age.

RENEWAL PREMIUM: 2016-2017

Annual Premium, as per preceding coverage description:	\$307,594.00
Provincial Sales Tax:	<u>\$21,966.64</u>
Total Annual Cost, including P.S.T.:	\$329,560.64

NOTE: Limits of Liability are comprised of \$5,000,000 Primary with \$45,000,000 Excess.

Policies supercede the summaries of insurance contained herein

****In the event of cancellation after inception, a time on risk premium will apply subject to a minimum retained premium as outlined on each of the individual policies if any as noted.**



This quotation has been provided by BFL CANADA Risk and Insurance Services Inc., who is permitted to confirm coverage terms, limits, deductibles, and premiums under a binding authority agreement with the following insurance carriers:

1) AIG Insurance Company of Canada (100%)

Municipal General Liability, Public Officials (Errors & Omissions) Liability, Legal Expense (including Conflict of Interest and Wrongful Dismissal), Municipal Employee Benefits Liability, SPF 6 – Standard Non-Owned Automobile, Owned Automobile, Comprehensive Crime, Combined Physical Damage Broad Form, including Boiler and Machinery

2) Certain Underwriters at Lloyds (100%)

Follow Form Excess Liability

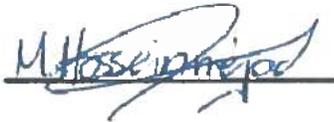
3) Markel International (100%)

Environmental Impairment Liability

4) SSQ Insurance Company Inc.(100%)

Municipal Officials' Accident and Volunteer Fire Fighters' Accident

Authorized Signature



**Mahsa Hosseinnejad, BA, RIBO, CAIB
Client Service Manager
BFL CANADA Risk and Insurance Services Inc.**

Date: June 10, 2016

3. COVERAGE SUBJECTIVITIES

- | | |
|--------------------------------|---|
| MUNICIPAL LIABITLIY | 1. Completed, dated and signed Municipal Liability application - Recieved |
| EXCESS LIABILITY | 1. Excess Liability Transit Bus coverage - Please provide evidence of insurance from the primary insurer along with the bus details (year/make/model/VIN#) - WITHIN 30 DAYS OF BINDING |
| ENVIRONMENTAL LIABILITY | 1. Completed, dated and signed AIG EIL application including all applicable attachments - Received |
| PROPERTY | 1. Signed Property Schedule - WITHIN 60 DAYS OF BINDING |

4. PREMIUM BREAKDOWN

Please find attached the following premium breakdown:

1. Premium Breakdown per Line of Coverage
2. Property Premium Breakdown
3. Vehicle Premium Breakdown

PREMIUM BREAKDOWN BY LINE OF COVERAGE
NAME OF INSURED: City of Temiskaming Shores
POLICY PERIOD: July 1, 2016 to July 1, 2017

LINE OF COVERAGE	2015 Premium	2016 Premium	2015 Premium Difference
Municipal General Liability (includes Public Officials Liability, Employee Benefits Liability, Legal Expense Insurance, and Non-Owned Automobile)	\$ 163,842.00	\$ 172,033.00	\$ 8,191.00
Excess Liability	\$ 12,420.00	\$ 12,420.00	\$ -
Environmental Impairment Liability	\$ 11,419.00	\$ 11,419.00	\$ -
Crime	\$ 700.00	\$ 700.00	\$ -
Owned Automobile	\$ 33,012.00	\$ 33,011.00	\$ (1.00)
Property (includes Boiler & Machinery and Computer / EDP / Media)	\$ 80,037.00	\$ 71,635.00	\$ (8,402.00)
Municipal Officials' Accident	\$ 1,176.00	\$ 1,176.00	\$ -
Volunteer Fire Fighters' Accident	\$ 5,200.00	\$ 5,200.00	\$ -
TOTAL - ALL LINES	\$ 307,806.00	\$ 307,594.00	\$ (212.00)

Property Premium Breakdown
 NAME OF INSURED: CORPORATION OF THE CITY OF TEMISKAMING SHORES
 PROPERTY POLICY NUMBER: 3630289
 POLICY PERIOD: July 1, 2016 TO July 1, 2017
 AS OF: July 1, 2016

ITEM NO.	LOCATION	CITY	DESCRIPTION	TYPE	CONSTRUCT'N	FIRE PROT'N	BUILDING VALUE	CONTENT / EQUIPMENT VALUE	TOTAL VALUE	2016 PREMIUM
1	400 Ferguson Ave., Halleybury, PQ J1K0	Halleybury	Arena & Community Centre	ARENA	HCB with Fire alarm	H	\$ 10,868,000	\$ 530,450	\$ 11,398,450	11,139
2	75 Wellington St. South, New Liskeard, PQ J1P0	New Liskeard	Arena/Community Centre	ARENA	HCB with Fire alarm	H	\$ 10,868,000	\$ 530,450	\$ 11,398,450	11,139
3	Mount Pleasant Cemetery, Halleybury, PQ J1K0	Halleybury	Mount Pleasant Cemetery Vault	CEMETERY	HCB	H	\$ 92,628	\$ -	\$ 92,628	83
4	Mount Pleasant Cemetery, Halleybury, PQ J1K0	Halleybury	Mount Pleasant Cemetery Storage	CEMETERY	HCB	H	\$ 21,678	\$ -	\$ 21,678	22
5	500 Whitewood Ave., Liskeard, PQ J1P0	New Liskeard	Cemetery Vault	CEMETERY	HCB	H	\$ 92,628	\$ -	\$ 92,628	83
6	177150 Sheppardson Rd, New Liskeard, PQ J1P0	New Liskeard	Office & Storage	CEMETERY	Frame	H	\$ 18,780	\$ 57,964	\$ 76,744	77
9	468 Georgina Ave., South, Halleybury, PQ J1K0	Halleybury	Fire Hall	FIRE	Brick	H	\$ 1,060,900	\$ 304,078	\$ 1,364,978	1,366
10	30 Wellington St., New Liskeard, PQ J1P0	New Liskeard	Fire Hall	FIRE	Brick	H	\$ 1,060,900	\$ 318,270	\$ 1,379,170	1,379
12	80 Whitewood Avenue, New Liskeard, PQ J1P0	New Liskeard	Municipal Office & Community Hall & Apartments	GENERAL	HCB with alarm	H	\$ 1,863,574	\$ 53,045	\$ 1,916,719	1,717
13	55 Riverside Drive, New Liskeard, PQ J1P0	New Liskeard	Riverside Place Community Hall	GENERAL	HCB with alarm	H	\$ 1,815,468	\$ 173,891	\$ 2,009,360	2,099
14	181 Drive Inn Theatre Road, Dymond Township, PQ J1P0	Dymond Township	Municipal Office & Fire Hall & Equipment Depot	GENERAL	HCB and metal clad	H	\$ 1,789,180	\$ 150,708	\$ 1,938,888	1,939
18	325 Fair Drive, Halleybury, PQ J1K0	Halleybury	City Hall & Art Gallery	GENERAL	FR with sprinklers and alarm	H	\$ 6,318,044	\$ 741,935	\$ 7,059,979	7,060
17	50 Whitewood Avenue, New Liskeard, PQ J1P0	New Liskeard	Library	LIBRARY	Stone with alarm	H	\$ 1,773,573	\$ 313,564	\$ 2,087,137	2,087
18	543 Lakeshore Drive, Halleybury, PQ J1K0	Halleybury	Library	LIBRARY	Brick with alarm	H	\$ 882,555	\$ 158,135	\$ 1,041,690	1,042
19	305 Fair Drive, Halleybury, PQ J1K0	Halleybury	Office & Garage	MARINA	Frame	H	\$ 318,270	\$ -	\$ 318,270	318
20	189 Riverside Drive, New Liskeard, PQ J1P0	New Liskeard	Marina	MARINA	Frame	H	\$ 224,320	\$ 25,738	\$ 250,058	250
21	95 Meridian Avenue, Halleybury, PQ J1K0	Halleybury	Medical Centre	MEDICAL CENTRE	FR with alarm	H	\$ 1,740,418	\$ 10,609	\$ 1,751,027	1,751
22	285 Whitewood Avenue, New Liskeard, PQ J1P0	New Liskeard	Medical Centre	MEDICAL CENTRE	HCB with alarm	H	\$ 957,876	\$ 26,523	\$ 984,399	984
23	308 Broadway Street, Halleybury, PQ J1K0	Halleybury	Filialion Building & Changehouse	PARKS/REC	HCB	H	\$ 1,708,929	\$ -	\$ 1,708,929	1,710
25	451 Fair Drive, Halleybury, PQ J1K0	Halleybury	Herbour Office, Carriean & Washroom	PARKS/REC	Brick	H	\$ 371,315	\$ -	\$ 371,315	371
26	400 Monaseta Drive Drive, Halleybury, PQ J1K0	Halleybury	Garage, Washroom & Food Bank	PARKS/REC	Frame	H	\$ 81,033	\$ -	\$ 81,033	81

Property Premium Breakdown
 NAME OF INSURED: CORPORATION OF THE CITY OF TEMISKAMING SHORES
 PROPERTY POLICY NUMBER: 3630288
 POLICY PERIOD: July 1, 2016 TO July 1, 2017
 AS OF: July 1, 2016

ITEM NO.	LOCATION	CITY	DESCRIPTION	TYPE	CONSTRUCTN	FIRE PROT'N	BUILDING VALUE	EQUIPMENT VALUE	CONTENT / EQUIPMENT VALUE	TOTAL VALUE	2016 PREMIUM
27	460 Montselle Drive, Halleybury, POJ 1K0	Halleybury	Concession Booth & Washrooms	PARKS/REC	Frame	H	\$ 57,848	\$ 6,956	\$ -	\$ 64,803	66
28	Bucks Centennial Park, North Cobalt, POJ 1K0	North Cobalt	Chapel	PARKS/REC	Timber Frame	H	\$ 373,286	\$ 7,187	\$ -	\$ 380,474	390
32	Shaver Park, North Cobalt, POJ 1K0	North Cobalt	Storage	PARKS/REC	WOOD		\$ 39,068	\$ -	\$ -	\$ 39,068	39
33	Shaver Park, North Cobalt, POJ 1K0	North Cobalt	Outdoor Rink & Floodlights	PARKS/REC	WOOD		\$ 24,563	\$ -	\$ -	\$ 24,563	25
34	77 Wellington St. South, New Liskeard, POJ 1P0	New Liskeard	Food & Fitness Centre	PARKS/REC	FR with alarm	H	\$ 8,118,078	\$ 1,318,400	\$ -	\$ 9,434,478	9,434
37	Main beach, New Liskeard, POJ 1P0	New Liskeard	Announcers Booth & Storage	PARKS/REC	WOOD	H	\$ 28,982	\$ 31,827	\$ -	\$ 60,809	61
38	Main beach, New Liskeard, POJ 1P0	New Liskeard	Washroom	PARKS/REC	HCB	H	\$ 67,933	\$ -	\$ -	\$ 67,933	68
39	Main beach, New Liskeard, POJ 1P0	New Liskeard	Picnic Shelter	PARKS/REC	WOOD	H	\$ 40,575	\$ -	\$ -	\$ 40,575	41
40	"The Spur Line", New Liskeard, POJ 1P0	New Liskeard	Concession Booth & Washrooms	PARKS/REC	HCB	H	\$ 125,867	\$ 41,200	\$ -	\$ 167,067	167
41	New Liskeard, POJ 1P0	New Liskeard	Judges Stand, Agriculture Grounds	PARKS/REC	Frame	H	\$ 39,068	\$ -	\$ -	\$ 39,068	39
42	Wellington Street, New Liskeard, POJ 1P0	New Liskeard	Quonset Hut Storage	PARKS/REC	METAL CLAD	H	\$ 106,060	\$ 53,045	\$ -	\$ 159,105	159
43	Dymond Park, Dymond, POJ 1P0	Dymond Township	Change House, Washroom & Storage	PARKS/REC	HCB	H	\$ 105,810	\$ 11,563	\$ -	\$ 117,373	117
44	Dymond Park, Dymond, POJ 1P0	Dymond Township	Picnic Shelter	PARKS/REC	WOOD	H	\$ 18,780	\$ -	\$ -	\$ 18,780	19
45	Dymond Park, Dymond, POJ 1P0	Dymond Township	Concession Stand & Washroom	PARKS/REC	HCB	H	\$ 70,832	\$ -	\$ -	\$ 70,832	71
46	Dymond Park, Dymond, POJ 1P0	Dymond Township	Outdoor Rink & Floodlights	PARKS/REC	WOOD	H	\$ 34,778	\$ 10,909	\$ -	\$ 45,687	45
50	Various Locations		Recreational Floodlighting	PARKS/REC			\$ 442,811	\$ -	\$ -	\$ 442,811	443
51	Various Locations		Recreational Fencing	PARKS/REC			\$ 189,837	\$ -	\$ -	\$ 189,837	200
52	Various Locations		Playground Equipment	PARKS/REC			\$ 309,542	\$ -	\$ -	\$ 309,542	310
53	Various Locations		Specialist Bleachers	PARKS/REC			\$ 180,963	\$ -	\$ -	\$ 180,963	181
55	Various Locations		Parks and Recreation Contents and Equipment	PARKS/REC			\$ -	\$ 65,151	\$ -	\$ 65,151	65
56	21 May Street, New Liskeard, POJ 1P0	New Liskeard	Quonset Hut	PARKS/REC			\$ 53,045	\$ -	\$ -	\$ 53,045	53
57	Lakeshore Rd, New Liskeard, POJ 1P0	New Liskeard	Skateboard Park	PARKS/REC	Cement		\$ 106,060	\$ -	\$ -	\$ 106,060	108
72	501 Broadway Street, Halleybury, POJ 1K0	Halleybury	Equipment Depot	WORKS	METAL CLAD	H	\$ 748,471	\$ 106,060	\$ -	\$ 854,531	856
73	500 Broadway Street, Halleybury, POJ 1K0	Halleybury	Public Works Office	WORKS	Frame	H	\$ 202,625	\$ 21,218	\$ -	\$ 223,843	224
74	500 Broadway Street, Halleybury, POJ 1K0	Halleybury	Workshop and Storage shed	WORKS	HCB	H	\$ 483,014	\$ 42,436	\$ -	\$ 525,450	526

Property Premium Breakdown
 NAME OF INSURED: CORPORATION OF THE CITY OF TEMISKAMING SHORES
 PROPERTY POLICY NUMBER: 3630289
 POLICY PERIOD: July 1, 2016 TO July 1, 2017
 AS OF: July 1, 2016

ITEM NO.	LOCATION	CITY	DESCRIPTION	TYPE	CONSTRUCT'N	FIRE PROT'N	BUILDING VALUE	CONTENT / EQUIPMENT VALUE	TOTAL VALUE	2016 PREMIUM
76	800 View Street, Halleybury, POJ 1K0	Halleybury	Sand & Sill Shed	WORKS	Frame	H	\$ 300,948	\$ -	\$ 300,948	301
77	600 View Street, Halleybury, POJ 1K0	Halleybury	Storage Shed	WORKS	WOOD	H	\$ 26,200	\$ -	\$ 26,200	26
78	200 Lakeshore Road, New Liskeard, POJ 1P0	New Liskeard	Garage #1 & Offices	WORKS	HCB	H	\$ 1,591,350	\$ 530,450	\$ 2,121,800	2,122
79	200 Lakeshore Road, New Liskeard, POJ 1P0	New Liskeard	Works Garage #2 and #3	WORKS	STEEL ON STEEL	H	\$ 1,229,758	\$ 53,045	\$ 1,282,803	1,283
80	181 Drive Inn Theatre Road, Dymond Township, POJ 1P0	Dymond Township	Salt and Sand Shed	WORKS	Frame	H	\$ 168,236	\$ -	\$ 168,236	168
81	200 Lakeshore Road, New Liskeard, POJ 1P0	New Liskeard	Quonset Hut	WORKS	STEEL ON STEEL	H	\$ 212,180	\$ 28,523	\$ 239,703	239
82	Various Locations	Terrisblaming Shores	Various Mobile Equipment	WORKS			\$ -	\$ 2,265,372	\$ 2,265,372	2,265
83	Various Locations	Terrisblaming Shores	Miscellaneous Tools Equipment, Materials and Supplies	WORKS			\$ -	\$ 400,028	\$ 400,028	400
84	7 Barr Drive, New Liskeard Ontario POJ1P0	New Liskeard	2010 Wecker Neuson 550 sh 349090132	WORKS			\$ -	\$ 58,350	\$ 58,350	58
85	7 Barr Drive, New Liskeard Ontario POJ1P0	New Liskeard	2000 Sakco Ballera, Bale, S/n 10957962	WORKS			\$ -	\$ 159,135	\$ 159,135	159
86	7 Barr Drive, New Liskeard Ontario POJ1P0	New Liskeard	Recycling Facility - (Parcel 24756 Section SST, Part South 1/2 Lot 7, Concession 1, Dymond Part 1 Plan 54R-4278, (Third Party operated)	WORKS	Prefab Steel		\$ 265,225	\$ 25,750	\$ 290,975	291
87	7 Barr Drive, New Liskeard Ontario POJ1P0	New Liskeard	New Case Model Model 721PXT Wheel Loader with Bucket s/n NDF221052	WORKS			\$ -	\$ 177,924	\$ 177,924	178
101	Little Claywell Museum	New Liskeard	Museum	REC			\$ 51,500	\$ 5,150	\$ 56,650	57

SCHEDULE OF INSURED VEHICLES
 NAME OF INSURED: CORPORATION OF THE CITY OF TEMISKAMING SHORES
 AUTO POLICY NUMBER: 3630559
 POLICY PERIOD: July 1, 2016 to July 1, 2017
 AS OF: July 1, 2016

ITEM NO.	YEAR	MAKE / MODEL	V.I.N.	R.I.N.	VALUE	2016 PREMIUM
FIRE DEPARTMENT						
1	1989	Ford Pumper-8000		A28745	>\$100,000	\$ 1,150
2	1991	Ford Van		A01376	<\$100,000	\$ 460
3	2001	International		346592	<\$100,000	\$ 460
4		GMC C70C Pumper		511460	>\$100,000	\$ 1,150
5	2008	GMC Emergency Van		402410	<\$100,000	\$ 575
6	1994	GMC Emergency Van		501680	<\$100,000	\$ 575
7	2003	Int'l Fire Truck			>\$100,000	\$ 1,150
8	2003	Commercial Pumper		L68442	>\$100,000	\$ 1,150
9	2005	Chev Tahoe	1GNEK13Z75R199865		<\$100,000	\$ 460
10	2005	Chev Tahoe	1GNEK13Z35R203412		<\$100,000	\$ 460
11	2005	Chev Tahoe	1GNEK13Z05R203125		<\$100,000	\$ 460
12	2012	Freightliner Pumper/Tanker	1FVHCYBSOCHBP79630		>\$100,000	\$ 1,150
13	2003	Freightliner Pumper	1FVABXAK43HL68442		>\$100,000	\$ 1,150
14	2015	International 4400 Fire Truck	1HTMKAZRXFH710734		>\$100,000	\$ 1,150
PARKS & RECREATION						
15	2001	Pace Skateboard Trailer		072414	Trailer	\$ 288
16	2005	Ford F150 PU		A35221	<\$100,000	\$ 460
17	2003	GMC Pickup		241945	<\$100,000	\$ 460
18	2000	GMC PU		36867	<\$100,000	\$ 460
19	2009	Chev Silverado PU		107535	<\$100,000	\$ 460
20	2010	GMC Sierra	1GTPKTEX3AZ61281		<\$100,000	\$ 460
21	2010	Chevrolet Silverado	1GCPCEX1AZ276401		<\$100,000	\$ 460
22	2010	Chevrolet Silverado	1GCPCEX1AZ287365		<\$100,000	\$ 460
23	2011	Chevrolet Silverado	1GCNKPEABZ366450		<\$100,000	\$ 460
24	2011	Chevrolet Silverado	1GCNKPEA6BZ358993		<\$100,000	\$ 460
25	2013	Dump Trailer	5LEB1D226D1136312		Trailer	\$ 288
26	2012	Utility Trailer	2JDUTD522A1000639		Trailer	\$ 288
27	2016	Chevrolet Silverado	1GCNKNE05GZ249030		<\$100,000	\$ 460
28	2016	Chevrolet Silverado	1GCNKNEC1GZ248702		<\$100,000	\$ 460
29	2016	Chevrolet Silverado	1GCNKNECXGZ251430		<\$100,000	\$ 460
WORKS DEPARTMENT						
30	2005	Chev Silverado		310893	<\$100,000	\$ 460
31	2005	Chev Silverado		307453	<\$100,000	\$ 460
32	2004	GMC Sierra Pickup		130523	<\$100,000	\$ 460
33	2004	GMC Sierra Pickup		286729	<\$100,000	\$ 460
34	2004	GMC Sierra Pickup		180797	<\$100,000	\$ 460

5. CHANGES IN PREMIUM, EXPOSURE & COVERAGE FROM EXPIRING POLICY

Premiums for all municipalities are continuing to increase under all sections of coverage. The increases are driven by claims trending upwards. The continuous unresolved issue of Joint and Several has resulted in losses reaching the reinsurance level.

Note many municipalities are increasing their deductibles to offset the premium increases. We have provided alternative deductible options as per the Municipality's request. Increasing the policy deductibles can assist the Municipality in reducing their Insurance costs. We suggest the Municipality consider this.

- MUNICIPAL LIABILITY**
- Market conditions for Municipalities (Loss Trends, Joint & Several Liability) and the City's resulted in a 5% increase
 - To increase the current Liability deductible of \$25K to \$50K, the premium savings that will apply is \$28,805.

- EXCESS LIABILITY**
- Placed 4 transit buses that are being insured separately by the Leasing Company unto the City's Excess Liability coverage. \$40,000,000 excess of \$10,000,000 underlying policy as per expiring.

- PROPERTY**
- Increased the value of all buildings, contents and equipment by 3% to reflect inflation.
 - The following changes were made to the Property listing

Mount Pleasant Cemetery, Haileybury, P0J 1K0	Columbarium	\$ -	Deleted Values @ \$44,802
Shepardson Road, New Liskeard, P0J 1P0	Columbarium	\$ -	Deleted Values @ \$45,895
Various Locations	Fire Department Radios	\$ -	Deleted as of 2016 renewal
70165 Rockly Road, Dymond, P0J 1P0	Landfill Office & Storage	\$ -	Deleted as of 2016 renewal
301 Browning Street, Haileybury, P0J 1K0	Water Slide & Pumphouse	\$ -	Deleted valued @ \$413,745 as of 2016 renewal
Bucke Centennial Park, North Cobalt, P0J 1K0	Water Pumphouse	\$ -	Deleted valued @ \$100,000 as of 2016 renewal
Murray Daniels Park, North Cobalt, P0J 1K0	Concession Booth & Washrooms	\$ -	Deleted Values @ \$66,542 as of 2016 renewal
Murray Daniels Park, North Cobalt, P0J 1K0	Office & Storage garage	\$ -	Deleted Values @ \$44,864 as of 2016 renewal



Main beach, New Liskeard, P0J 1P0	Band Stand	\$ 33,271	Deleted Content Value \$5,796 as of 2016 renewal
Main beach, New Liskeard, P0J 1P0	Craft Building	\$ 107,001	Deleted Content Value \$10,609 as of 2016 renewal
Dymond Park, Dymond, P0J 1P0	Announcers Booth	\$ -	Deleted values @ \$2,122 as of 2016 renewal
Various Locations	Two (2) Kiosks	\$ -	Deleted values @ \$14,375 as of 2016 renewal
Various Locations	Twelve (12) Picnic Shelters	\$ -	Deleted values @ \$28,982 as of 2016 renewal
Various Locations	Leased Bleachers	\$ -	Deleted as of 2016 renewal
Montgomery Street, New Liskeard, P0J 1P0	Lift Station	\$ -	Deleted values @ \$450,883 as of 2016 renewal
Whitewood Avenue, New Liskeard, P0J 1P0	Lift Station	\$ -	Deleted values @ \$1,581,250 as of 2016 renewal
Cedar/Armstrong Street, New Liskeard, P0J 1P0	Lift Station	\$ -	Deleted values @ \$106,090 as of 2016 renewal
Niven Street, New Liskeard, P0J 1P0	Sewage Pumphouse	\$ -	Deleted values @ \$1,974,823 as of 2016 renewal
783495 Grey Road, Dymond, P0J 1P0	Lift Station	\$ -	Deleted values @ \$530,450 as of 2016 renewal
Farr Drive, Haileybury	Sanitary Lift Station	\$ -	Deleted values @ \$530,450 as of 2016 renewal
Groom Drive, North Cobalt	Sanitary Lift Station	\$ -	Deleted values @ \$79,568 as of 2016 renewal
Station Drive, North Cobalt	Sanitary Lift Station	\$ -	Deleted values @ \$530,450 as of 2016 renewal
Browning Street, Haileybury	Haileybury Water Treatment Plant Low Lift Station	\$ -	Deleted values @ 265,225 as of 2016 renewal

Jaffray Street, New Liskeard	Goodman Lift Station	\$ -	Deleted values @ \$1,966,909 as of 2016 renewal
286 Raymond Street, Dymond, P0J 1K0	Pump House #1	\$ -	Deleted values @ \$75,237 as of 2016 renewal
286 Raymond Street, Dymond, P0J 1K0	Pump House #2	\$ -	Deleted values @ \$85,323 as of 2016 renewal
Proctors Road North, Cobalt	Aluminum Room	\$ -	Deleted values @ \$28,411 as of 2016 renewal
Niven Street S, Haileybury	Water Reservoir & Pumping Station	\$ -	Deleted values @ \$1,326,125 as of 2016 renewal
500 Broadway Street, Haileybury, P0J 1K0	Storage Garage	\$ -	Deleted values @ \$24,984 as of 2016 renewal
311 Farr Drive, Haileybury, P0J 1K0	Fuel Tank	\$ -	Deleted values @ \$14,205 as of 2016 renewal
1 Riverside Drive, New Liskeard, P0J 1P0	Fuel Tank	\$ -	Deleted values @ \$56,822 as of 2016 renewal
200 Lakeshore Drive, New Liskeard	Fuel Tank	\$ -	Deleted values @ \$79,568 as of 2016 renewal
500 Broadway Street, Haileybury, P0J 1K0	Fuel Tank	\$ -	Deleted values @ \$14,206 as of 2016 renewal
325 Farr Drive, Haileybury, P0J 1K0	Bronze Monument - Man Rescuing Baby	\$ -	Deleted values @ \$173,891 as of 2016 renewal
Main Street, Haileybury, P0J 1K0	Charles Cobbold Farr Monument	\$ -	Deleted values @ \$23,185 as of 2016 renewal
883356 Highway 65 East, Dymond, P0J 1P0	Statue of Cow	\$ -	Deleted values @ \$17,389 as of 2016 renewal
Dymond Township, Dymond, P0J 1P0	Sign at Industrial Park	\$ -	Deleted values @ \$34,778 as of 2016 renewal
545 Lakeshore Drive, Haileybury, P0J 1K0	Fine Arts - Library/Art Gallery Haileybury	\$ -	Deleted values @ \$18,780 as of 2016 renewal

545 Lakeshore Drive, Haileybury, POJ 1K0	Exhibition Floater	\$ -	Deleted as of 2016 renewal
7 Barr Drive, New Liskeard Ontario POJ1P0	LA9/EOH Sweepster angle broom	\$ -	Deleted values @ \$17,021 as of 2016 renewal
Haileybury Beach	Granite Monument	\$ -	Deleted values @ \$4,635 as of 2016 renewal
Haileybury Cenotaph	Granite Monument	\$ -	Deleted values @ \$4,635 as of 2016 renewal
Highway Signs	3 Highway signs	\$ -	Deleted values @ \$61,800 as of 2016 renewal
314 Broadway, Haileybury, ON POJ 1K0		\$ -	Deleted values @ \$206,000 as of 2016 renewal
Various Locations	2015 Vacuum truck on Western Star, 4700 Cab and Chassis	\$ 369,000	Added effective June 03, 2016
Various Locations	2016 Trackless Sidewalk Machine MT6	\$ 160,000	Added effective June 03, 2016

- To increase the current Property deductible of \$5K to \$10K, the premium savings that will apply is \$2,731.
- To increase the current Property deductible of \$5K to \$25K, the premium savings that will apply is \$9,191.

AUTOMOBILE

- Please note that effective June 1, 2016, the Ontario government has introduced changes to the Auto insurance system to help make premiums more affordable. These changes **only apply to Auto policies issue and/or renewed on or after June 1, 2016.**

The most significant changes to your policy are:

Benefit	Current Policy	New Policy	You can choose
Medical and Rehabilitation for <u>non-catastrophic injuries</u>	\$50,000	These benefits have been combined and reduced to \$65,000 total	Increase the benefit to \$130,000 total for non-catastrophic injuries
Attendant Care for <u>non-catastrophic injuries</u>	\$36,000		
Medical and Rehabilitation for <u>catastrophic injuries</u>	\$1,000,000	These benefits have been combined and reduced to \$1,000,000 total	An additional \$1,000,000 for a total of \$2,000,000 for catastrophic injuries
Attendant Care for <u>catastrophic injuries</u>	\$1,000,000		
Medical, Rehabilitation and Attendant Care, <u>all injuries</u>	Not applicable	Not applicable	Increase the combined non-catastrophic benefit to \$1,000,000 and the combined catastrophic benefit total to \$2,000,000

- We have included the **BFL CANADA Auto Reform Brochure** which provides further details for your reference this this proposal. **Please refer to Section 6 of this proposal to review the BFL CANADA Auto Reform Brochure and alternative quotes to increase the Accident Benefit limits.**
- Total Vehicle Count increased to 54 from 52
- The following is vehicle count breakdown:

Owned Automobile	Number
Non-Emergency < \$100,000	33
Non-Emergency > \$100,000	9
Fire < \$100,000	2
Fire > \$100,000	7
Police	
Trailers	3
Unlicensed / No PD	
Ambulance	
Bus (7 or less passengers)	
Bus (more than 7 passengers)	
	54



6. BFL CANADA AUTO REFORM BROCHURE & ALTERNATIVE ACCIDENT BENEFITS QUOTE



TYPES OF COVERAGE

If you own a vehicle in Ontario, you're required by law to purchase coverage in case an accident occurs. At a minimum you must carry **third-party liability**, **accident benefits**, **direct compensation property damage** and **uninsured automobile**. You have the option to increase limits and purchase additional **accident benefit coverage** to protect your lifestyle.

THIRD PARTY LIABILITY

Protects you when someone is injured or killed, or property is damaged. Pays defense costs to settle claims from any lawsuits against you, up to the set limit. Legally in Ontario you must carry at least \$200,000 in liability.

ACCIDENT BENEFITS

If you've been injured in an accident, regardless of who caused it, accident benefits cover expenses not covered by OHIP like rehabilitation, caregiving and loss of income. See chart for changes/options.

DIRECT COMPENSATION PROPERTY DAMAGE

If someone else is at fault for an accident, direct compensation covers damage to your vehicle, its contents and equipment (stereo, speakers) including loss of use and contents.

UNINSURED AUTOMOBILE

Protects you and your family if you're injured or killed by a hit-and-run driver or an uninsured motorist; covers damage to your vehicle caused by identified, uninsured drivers.

ACCIDENT BENEFITS COVERAGE	PRIOR TO JUNE 2016	AS OF JUNE 2016	OPTIONS
Medical, Rehabilitation and Attendant Care Benefit¹ Medical and Rehabilitation: Reimbursement for reasonable, necessary medical and rehabilitation expenses like physiotherapy not covered by OHIP or Group Insurance Plans. Attendant Care: Reimbursement for an attendant to look after you either at home or within a healthcare facility. Non-Catastrophic Injuries: Minor Injuries (sprains, whiplash) + Serious Injuries (broken bones). Catastrophic Injuries: Loss of a limb, para/quadruplegia.	\$50,000 for Medical and Rehabilitation (for Non-Catastrophic Injuries) \$36,000 for Attendant Care (for Non-Catastrophic Injuries) \$1,000,000 for Medical and Rehabilitation (for Catastrophic Injuries) \$1,000,000 for Attendant Care (for Catastrophic Injuries)	\$65,000 total for Medical, Rehabilitation and Attendant Care (for Non-Catastrophic Injuries) \$1,000,000 total for Medical, Rehabilitation and Attendant Care (for Catastrophic Injuries)	Increase Non-Catastrophic benefit to \$1,50,000 total Add an additional \$1,000,000 for a total of \$2,000,000 for Catastrophic Injuries Increase combined all injury benefit to \$1,000,000 and combined Catastrophic benefit total to \$2,000,000 ²
Caregiver Benefit	Up to \$250/week for first dependant, \$50/week for additional dependants (Catastrophic Injuries only)	No Change	Extend benefit to cover all injuries (not just Catastrophic)
Housekeeping and Home Maintenance Expenses	Reimbursement for someone to carry out your household responsibilities.	No Change	Extend benefit to cover all injuries (not just Catastrophic)
Income Replacement Benefit	A weekly income up to \$400; begins one week after the accident occurs.	No Change	Increase to \$600, \$800 or \$1,000/week
Dependant Care Benefit	Reimbursement for additional expenses to care for your dependants if you're employed and injured from a car accident.	No Change	Purchase up to \$75/week for first dependant and \$25/week for additional dependants (max \$150/week)
Death and Funeral Benefit	A lump sum payout to your spouse and dependant(s); a second lump sum payout to cover the cost of funeral expenses.	No Change	Increase to \$50,000 for spouse; \$20,000 for each dependant Increase to \$8,000 for funeral
Indexation Benefit	Adjustment of benefits to account for changes in inflation.	No Change	Adjust annually according to the Consumer Price Index of Canada
Tort Deductible	The amount deducted for court awarded compensation for pain and suffering.	No Change	Reduce deductible by \$10,000 regardless of annual indexation

¹ Medical, Rehabilitation and Attendant Care Benefits for minor injuries are fixed at a max limit of \$3,500.

² If you purchase both the additional Medical, Rehabilitation and Attendant Care benefit for catastrophic injuries and for all injuries, the total eligible benefit amount for a catastrophic impairment would be \$3,000,000.

To help stabilize rates, the Ontario government has implemented changes to auto insurance. Several measures are aimed at reducing fraud and abuse of the system, which increase premiums.

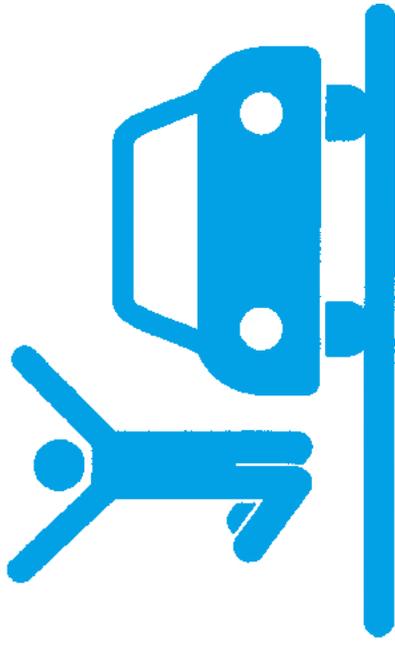
As your lifestyle changes, so do your coverage needs. Regular reviews of your policy will ensure you have the coverage best-suited to your lifestyle.

LIFESTYLE QUESTIONS

- Do you make more than \$30,000/year?
Consider increasing your Income Replacement Benefit to \$600, \$800 or \$1,000.
- Are there people in your life who depend on you financially or for care (children, elderly or disabled)?
Consider extending your Caregiver Benefit and/or adding a Dependant Care Benefit.
- Does your employer provide a Group Insurance Plan?
Talk to your administrator to find out what you're covered for and consider increasing your Medical Rehabilitation Benefit. Most benefit packages are limited to \$500 a year per practitioner, and OHIP doesn't cover things like occupational therapy, private nursing and psychology.

Auto insurance coverage can be confusing. A licensed insurance broker will explain important details, review costs of increasing coverage and help you make informed decisions. They shop the market to find the right coverage based on your lifestyle. Consider an insurance broker as your trusted advisor.

The information contained in this document is for general information purposes only and subject to change at any time without notice. This information is provided on an "as is" basis without warranty, whether express or implied, including the implied warranties of non-infringement, security or accuracy. The Insurance Brokers Association of Ontario (the "IBAO") has made reasonable efforts to ensure that this information is accurate at the time of writing; however, it is your responsibility to discuss current and appropriate coverage with your insurance broker. Any reliance you place on such information is therefore strictly at your own risk; the IBAO will not be liable for any loss or damage caused by reliance on information including, but not limited to, any special, incidental, indirect, punitive or consequential damages. This document contains proprietary information and shall not be used, disclosed or reproduced for any purpose other than its specified purpose, without the prior written consent of the IBAO. Published April 26, 2016. Source: FSCO, April 2016.



ONTARIO AUTO INSURANCE CUSTOMIZED



Your Best Insurance
is an Insurance Broker

BFL CANADA
Risk and Insurance Services Inc.
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Toronto, Ontario M5H 3M7

Tel: 416-599-5530
Toll Free: 1-800-668-5901
Fax: 416-599-5458

bflcanada.ca



<u>Accident Benefits Section</u>	<u>Coverage prior to June 1st, 2016</u>	<u>Options Available, as of June 1st, 2016</u>	<u>Pricing (AIG)</u>	<u>Comments/Underwriting Factors, any additional information required</u>
Medical, Rehabilitation and Attendant Care Benefit	\$65,000 total for Medical, Rehabilitation and Attendant Care (<i>for Non-Catastrophic Injuries</i>)	Increase Non Catastrophic benefit to \$130,000 total	\$53	
Medical, Rehabilitation and Attendant Care Benefit	\$1,000,000 total for Medical, Rehabilitation and Attendant Care (<i>for Catastrophic Injuries</i>)	Add an additional \$1,000,000 for a total of \$2,000,000 for Catastrophic Injuries	\$81	
Medical, Rehabilitation and Attendant Care Benefit		Increase combined all injury benefit to \$1,000,000 and combined Catastrophic benefit total to \$2,000,000	\$131	
Caregiver Benefit	Up to \$250/week for first dependant; \$50/week for additional dependants (<i>Catastrophic Injuries only</i>)	Extend benefit to cover all injuries (not just Catastrophic)	\$81	
Housekeeping and Home Maintenance Expenses	Up to \$100/week (<i>Catastrophic Injuries only</i>)	Extend benefit to cover all injuries (not just Catastrophic)		
Income Replacement Benefit	70% of gross income up to \$400/week	Increase to \$600, \$800 or \$1,000/week	\$95, \$169, \$242	
Dependant Care Benefit	Not Provided	Purchase up to \$75/week for first dependant and \$25/week for additional dependants (max \$150/week)	\$13	
Death and Funeral Benefit	\$25,000 to spouse; \$10,000 to each dependant	Increase to \$50,000 for spouse; \$20,000 for each dependant	\$13	
Death and Funeral Benefit	Up to \$6,000 for Funeral	Increase to \$8,000 for funeral	\$9	
Indexation Benefit	Not Provided	Adjust annually according to the Consumer Price Index of Canada	\$304 \$259 \$156	For the insured age < 25 For insured age 25 – 54 For insured age > 54
Tort Deductible	\$36,905.40 deductible (Jan 1 – Dec 31, 2016)	Reduce deductible by \$10,000 regardless of annual indexation	\$23	

*per unit charge for different options

7. RECOMMENDED IMPROVEMENTS/CHANGES IN COVERAGE**CYBER LIABILITY**

Cyber Insurance policies are there to support the Insured when your computer security system has been breached and the personal data of your residents and staff are lost. These policies cover the cost of security breach notifications, privacy liability, crisis management, public relations expenses and regulatory defence costs and penalties.

**OWNER CONTROLLED
INSURANCE PROGRAM -
CONSTRUCTION
PROJECTS**

Municipalities build new Offices, Public Works Facilities and Community Centres to better serve their community. An important part of these projects is to ensure the proper insurance is in place to protect the Municipality and its interests.

The Owner Controlled Insurance Program is an effective way for a Municipality to have control over their construction project insurance requirements. As the Municipality is the entity organizing the insurance on the project, it can make sure the policies have the correct wording, coverage and limits. An OCIP includes: insurance requirements for the engineering and design professionals (architects, contractors etc), general liability (includes wrap-up liability), environmental and property insurance (course of construction and building materials).

BFL works with each Municipality to create an OCIP policy and risk management plan for their individual construction projects.

**MUNICIPAL OFFICIALS'
CRITICAL ILLNESS**

Pays benefits to Insured Persons under the age of 70 years who suffer a "Critical Illness".

Please see Section 6 for a full breakdown of coverage and limits.

**USERS FACILITY
PROGRAM**

This policy is for the Town's facilities where third parties may rent rooms for private functions and activities. An important Risk Management step is to ensure third party renters have their own insurance when using the Town's facilities. Our Users Facility Program is a "user friendly" system which gives third party renters affordable and easily accessible insurance.

This program is not a Public Entity Insurance Program and does not replace or participate with your General Insurance Program. The User Program enhances your General Insurance Program by transferring the risk. It also offers the following advantages to both the User and the Town:

- It provides the Town with direct knowledge of the insurance protection including its terms, conditions, limitations and the financial stability of the insurer without depending upon the User to find suitable insurance.
- The User is relieved of the need and difficulties of finding acceptable insurance and of providing their own Certificate of Insurance.
- It eliminates the expensive minimum premium cost to the User for "one shot" policies.
- It eliminates the need for the Town to require a Certificate of Insurance from the Users.
- It is convenient and functional to both the Town and its Users.

8. COVERAGE DESCRIPTIONS

The pages that follow offer a brief description of coverages available to municipal entities, including some policy conditions, special features, and exclusions applicable to these lines of Insurance: (see Policy wording for actual conditions and exclusions).

Casualty Insurance Coverage

- Municipal General Liability Insurance
- Legal Expense for Statute Law (including Conflict of Interest and Wrongful Dismissal) Insurance
- Public Officials (Errors & Omissions) Liability Insurance
- Municipal Employee Benefits Liability Insurance
- SPF 6 – Standard Non-Owned Automobile Insurance
- Owned Automobile Insurance (including leased vehicles)
- Follow Form Excess Liability Insurance
- Environmental Impairment Liability Insurance
- Crime Insurance

Property Insurance Coverage

Property Insurance – Combined Physical Damage Broad Form

Accident Coverage

- Municipal Officials' Accident Insurance
- Municipal Officials' Critical Illness
- Volunteer Fire Fighters' Accident Insurance

Casualty Insurance Coverage

User Facility Program

(Risk Management)

Please refer to Summary of Proposed Coverages, Limits, Deductibles and Premiums to confirm which of the above lines of coverage are included in this premium quotation.

MUNICIPAL GENERAL LIABILITY INSURANCE

Description Pays those sums that the Insured becomes legally obligated to pay as compensatory damages because of bodily injury (including personal injury) or property damage

Details of Coverage and Conditions

- Liability for Bodily Injury and Property Damage
- Incidental Medical Malpractice (including use of defibrillation equipment) included to policy limit
- Contingent Employers' Liability
- Blanket Contractual Liability
- Liability under the Provincial Liquor License Act
- Personal Injury Liability
- Tenants Legal Liability
- Medical Payments
- Abuse/Molestation
- Claims settled on an occurrence basis

Named Insured includes

- The Public Sector Entity and all Additional Insureds named on the Policy
- Council Members
- Employees
- Volunteers
- Committee Members
- Appointees
- Statutory Officers
- Fire Fighters
- Volunteer Boards, Commissions and Committees (including their Officers, Employees, and Volunteers)

The following lines of coverage are not insured under this section of the policy

- Nuclear Liability
- *Environmental Impairment Liability
- *Errors and Omissions Liability
- *Automobile Liability

Those lines of coverage marked with an asterisk (*) may be insured elsewhere under the package policy or under a separate policy. Please see Summary of Proposed Coverages, Limits, Deductibles, and Premiums to confirm whether these lines of coverage have been included in the quotation.

The following operations and activities are not insured under the policy. These operations and activities may be added to the policy by special endorsement. Please contact our office if coverage is required for any of these operations and activities:

- Aircraft / Airports / Helipads
- Electrical and / or Gas Utilities
- Hospitals
- Rodeos
- Port Authorities
- Agricultural Fairs and Exhibitions
- Demolition Derbies
- Snowmobile Races

Special Extension of Coverage

Voluntary Compensation can be paid to employees or volunteers of the Insured who suffer an accidental bodily injury while working for the Insured, whether or not the Insured is liable for such bodily injury. This coverage will also pay Medical, Surgical, Pharmaceutical and Hospital expenses within a certain time frame following the accident causing injury.

Voluntary Compensation – Summary of Benefits Schedule

Loss of Life	Up to \$50,000
Temporary Total Disability	Up to \$50,000
Permanent Total Disability	Up to \$50,000
Loss or Total Irrecoverable Loss of Use of:	
Arm	Up to \$50,000
Leg	Up to \$50,000
Hand at Wrist	Up to \$40,000
Foot at Ankle	Up to \$37,500
Thumb	Up to \$12,500
Index Finger	Up to \$12,500
Other Finger	Up to \$ 7,500
Big Toe	Up to \$ 7,500
Other Toe	Up to \$ 5,000
One Eye	Up to \$25,000
Two Eyes	Up to \$50,000
Hearing in One Ear	Up to \$12,500
Hearing in Both Ears	Up to \$50,000



LEGAL EXPENSE FOR STATUTE LAW (Including Conflict of Interest and Wrongful Dismissal) INSURANCE

Description	Reimburses costs of defending Legal Proceedings against any Insured, even if any of the allegations of the action are groundless, false, or fraudulent.
Legal Proceedings refer to:	<ul style="list-style-type: none"> ▪ Any actual or threatened judicial proceeding brought against the Insured concerning its legal rights, powers, privileges, immunities, duties or liabilities ▪ Any actual or threatened judicial procedure brought against the elected Municipal Official concerning the Municipal Conflict of Interest Act, when a contravention is committed through inadvertence or by reason of a bona fide error in judgment
Extension of Coverage	<ul style="list-style-type: none"> ▪ Wrongful Dismissal extension for reimbursement of legal fees to defend wrongful dismissal actions, subject to a separate limit for any one claim ▪ Extension does not apply to Wrongful Dismissal arising from shutdown, redundancies, merger with another municipality, strike, lockout, labour dispute, or union grievance procedure
Details of Coverage and Conditions	<ul style="list-style-type: none"> ▪ Claims made policy, which insures claims first made during the current policy term ▪ Prior claims are covered, provided the Insured had no knowledge of the claim at the effective date of coverage ▪ Includes reimbursement for Inquiry, Inquest and Judicial Review ▪ Reimbursement as per Provincial guidelines ▪ Applies to both Guilty and Not Guilty verdicts (Criminal Code cases are covered for Not Guilty verdicts only)
Exclusions	<ul style="list-style-type: none"> ▪ Where prohibited by law, Legal Proceedings arising out of contravention of the Criminal Code of Canada, the Highway Traffic Act, or the Municipal Act ▪ Legal Proceedings arising out of employment, or involving labour relations
Named Insured includes	<ul style="list-style-type: none"> ▪ The Public Sector Entity and any Additional Insureds named on the Policy (Wrongful Dismissal only) ▪ Council Members ▪ Employees ▪ Members of Boards, Commissions and Committees

PUBLIC OFFICIALS (ERRORS AND OMISSIONS) LIABILITY INSURANCE

Description	Pays those sums that the Insured becomes legally obligated to pay as compensatory damages because of "Wrongful Acts" (an actual or alleged violation of a federal, provincial or local statutes or an error, omission, misleading statement, neglect or breach of duty).
Details of Coverage and Conditions	<ul style="list-style-type: none">▪ Claims made policy, which insures claims first made during the current policy term▪ Prior acts are covered, provided the Insured had no knowledge of the act at the effective date of coverage▪ Extended reporting period available in the event of termination or non-renewal of the policy▪ No retro-active date
Named Insured includes	<ul style="list-style-type: none">▪ The Public Sector Entity and all Additional Insureds named on the Policy▪ Council Members▪ Employees▪ Committee Members▪ Appointees▪ Statutory Officers▪ Fire Fighters▪ Boards, Commissions and Committees (including their Officers and Employees)

MUNICIPAL EMPLOYEE BENEFITS LIABILITY

Description	Pays claims made by any employee or former employee due to any negligent act, error or omission of the Insured arising out of the administration of employee benefits (Group Life insurance, Group Accident and Health insurance, Pension Plans or Employee Stock Subscription Plans).
Details of Coverage and Conditions	<ul style="list-style-type: none">▪ Claims made policy, which insures claims first made during the current policy term▪ Prior claims are covered, provided the Insured had no knowledge of the claim at the effective date of coverage▪ Extended reporting period available in the event of termination or non-renewal of the policy
Named Insured includes	<ul style="list-style-type: none">▪ The Public Sector Entity and all Additional Insureds named on the Policy▪ Council Members▪ Employees▪ Committee Members▪ Appointees▪ Statutory Officers▪ Fire Fighters▪ Boards, Commissions and Committees (including their Officers and Employees)

SPF 6 – STANDARD NON-OWNED AUTOMOBILE INSURANCE

Description

- Standard Non-Owned Automobile Policy Form (S.P.F. 6)
- Insures against bodily injury or property damage claims arising from the use or operation of vehicles not owned by the Insured (vehicles that are leased, rented or hired for a period of 30 days or less)

Special Coverage Extensions

- S.E.F. No. 94 – Insuring legal liability for all perils of physical damage to vehicles that are leased, rented or hired for a period of 30 days or less.
- S.E.F. No. 96 – Contractual Liability for Elected Officials, Board Members, Employees and Volunteers for excess liability protection over and above any primary automobile insurance, when on business of the Insured, subject to a Resolution having been passed by the Insured, thus forming a Contractual Agreement (not restricted to authorized trips and does not exclude traveling to and from work)

OWNED AUTOMOBILE INSURANCE (Includes Leased Vehicles)

Description	As per Ontario Automobile Policy (O.A.P. 1) or Insured's Provincial equivalent
Details of Coverage and Conditions	<ul style="list-style-type: none">▪ Insures all vehicles owned, operated or leased by the Insured, except those vehicles leased or rented for less than 30 days (please see Non-Owned Automobile for coverage details on these vehicles)▪ All Compulsory coverages are met or exceeded as per the legal requirements of the Insured's Province▪ Physical Damage coverage insures for loss or damage by "All Perils" (unless specifically endorsed otherwise)
Special Coverage Extensions	<ul style="list-style-type: none">▪ Automatic coverage is provided for newly acquired vehicles through the Blanket Fleet Endorsement▪ All operators of insured vehicles are automatically covered, even if under age 25▪ Liability for trailers, whether or not the property of the Insured▪ Construction or maintenance equipment, whether or not attached to the insured vehicle▪ Permission to carry explosives▪ Permission to rent or lease▪ Permission to carry passengers for compensation or hire▪ Replacement cost coverage provided on all vehicles unless otherwise endorsed▪ Only new parts and materials are used when repairs are made▪ Non-owned equipment endorsement▪ Freezing of Fire Fighting equipment

FOLLOW FORM EXCESS LIABILITY INSURANCE

Description	This coverage provides increased limits with respect to certain Liability coverages, as specifically detailed below, so that total liability limits reach \$50,000,000 each.
Follows Form	<ul style="list-style-type: none">▪ Municipal General Liability▪ Tenants Legal Liability▪ Marina Liability (if applicable)▪ Public Officials (Errors and Omissions) Liability▪ Municipal Employee Benefits Liability▪ Municipal Nursing Home and Health Care Facilities Professional Liability (if applicable)▪ Owned Automobile Liability▪ SPF 6 – Standard Non-Owned Automobile
Exclusion	<ul style="list-style-type: none">▪ War and Civil War▪ Radioactive Contamination▪ Nuclear Energy▪ Toxic Mould▪ Absolute Pollution (Hostile Fire exception)▪ Wrongful Dismissal / Legal Expense for Statute Law
Endorsements	<ul style="list-style-type: none">▪ Service of Suit clause▪ Several Liability clause▪ Identification of Insurer / Action Against Insurer clause▪ Canadian Automobile Insurance Specific Conditions endorsement

ENVIRONMENTAL IMPAIRMENT LIABILITY INSURANCE

Description	Pays on behalf of the Insured, Loss that the Insured becomes legally obligated to pay as Claims for Bodily Injury, Property Damage or Clean-up Costs resulting from "Pollution Conditions" (discharge, dispersal, release or escape of any solid, liquid, gaseous or thermal irritant or contaminant, including, but not limited to, smoke, vapours, soot, fumes, acids, alkalis, toxic chemicals, medical waste and waste materials into or upon land, or any structure on land, the atmosphere, or any watercourse or body of water, including ground water, provided such conditions are not naturally present in the environment in the amounts or concentrations discovered).
Details of Coverage and Conditions	<ul style="list-style-type: none">▪ Claims made policy, which insures claims first made during the current policy term▪ Unknown prior impairments are covered, provided the Insured had no knowledge of the impairment at the effective date of coverage▪ Extended reporting period available in the event of termination or non-renewal of the policy and no retro-active date.
Key Exclusions	<ul style="list-style-type: none">▪ Fines or penalties▪ Liability assumed by the Insured under any contract or agreement except any agreement with Her Majesty the Queen as represented by the Minister of the Environment, or any other agreement specifically endorsed onto the policy▪ Intentional Non-Compliance▪ Abandoned Properties and Acquired Properties (until reported and confirmed)▪ Asbestos and Lead
Named Insured includes	<ul style="list-style-type: none">▪ The Public Sector Entity and Additional Insureds named on the Policy▪ Council Members, Employees, Volunteers▪ Committee Members, Appointees▪ Statutory Officers, Fire Fighters▪ Volunteer Boards, Commissions and Committees (including their Officers, Employees and Volunteers)

CRIME INSURANCE

Description	Insures against Employee Dishonesty, Loss of Money and Securities , and those costs associated with determining the amount of the loss. Includes the dishonest or fraudulent acts of any employees, appointed officials, Council members, or volunteers.
Details of Coverage and Conditions	<ul style="list-style-type: none">▪ Employee Dishonesty coverage limit applies on a per claim basis, regardless of the number of employees committing the dishonest act▪ Loss of Money or Securities Inside the Premises▪ Loss of Money or Securities Outside the Premises▪ Money Orders and Counterfeit Paper Currency▪ Depositors Forgery▪ Computer Fraud▪ Audit Expenses
Named Insured includes	<ul style="list-style-type: none">▪ The Public Sector Entity and all Additional Insureds named on the Policy▪ Commissions, Committees, and Volunteer Boards

PROPERTY INSURANCE, INCLUDING BOILER AND MACHINERY INSURANCE

Description	Insures against direct physical loss of or damage to Property of Every Description. Coverage applies to all property owned by the Insured and property for which the Insured is legally liable or has agreed in advance to insure.
Details of Coverage and Conditions	<ul style="list-style-type: none"> ▪ Property insured against All Risks of loss or damage, including Flood and Earthquake ▪ Replacement Cost Basis of Loss Settlement applies, unless endorsed otherwise ▪ No Coinsurance Clause applies ▪ New Generation coverage (increase in the Replacement Cost of equipment when necessary to replace with newer equipment, even if it has greater capacity, processing ability or efficiency) ▪ Inflation Protection included ▪ Vacant property included ▪ Automatic coverage for additions, alterations and repairs up to \$1,000,000 in value, to be reported within 90 days for adjustment ▪ Inspections of Boilers and Refrigeration Equipment, as required by law, are provided at no additional cost

The following items are insured, to the Total Sum of Insurance amount listed in SUMMARY OF PROPOSED COVERAGES, LIMITS, DEDUCTIBLES, AND PREMIUMS, unless a specific sub-limit has been indicated:

- Computers / Electronic Data Processing Equipment
- Fine Arts
- Water Damage to building, contents and equipment
- Building Damage by Theft
- Debris Removal
- Increased Costs of Repairs – Laws and By-laws
- Consequential Damage – Premises Power Protection
- Removal Costs to prevent loss or damage
- Growing Plants, Trees, Shrubs or Flowers in the Open (\$10,000 limit per item, including Debris Removal)
- Personal Property of Officers and Employees (\$5,000 limit per Officer or Employee)

Property Excluded from Coverage

- Licensed vehicles, watercraft over 8 metres in length, or aircraft
- Bridges, dams, parking meters, power lines, fencing
- Pavement, roads, streetlights, guardrails, road signs, tunnels
- Please see the Policy Wordings for a complete description of Excluded Property.
- Please contact our office if you require a coverage quotation for any excluded items listed above.

Perils Excluded from Coverage

- War
- Nuclear Incident
- Criminal Acts of the Insured's employees or agents
- Wear and tear
- Terrorism
- Fungi and Fungal Derivatives

Named Insured includes

- The Public Sector Entity and all Additional Insureds named on the Policy
- Lessors, Mortgagees, and other third party interests, as requested by the Public Sector Entity, when appropriate

MUNICIPAL OFFICIALS' ACCIDENT INSURANCE**Description**

Pays benefits to Insured Persons under the age of 80 years who suffer bodily injury as a result of an accident. The policy may apply on either a "While on Municipal Business, including Travel" basis or a "24-Hour" basis, except Weekly Accident Indemnity, which applies only while traveling on business of the Public Sector Entity.

Please refer to Summary of Proposed Coverages, Limits, Deductibles, and Premiums for the Principal Sum Amount applicable to this quotation.

DESCRIPTION OF BENEFIT	MAXIMUM AMOUNT PAID	
	\$150,000 Principal Sum	\$250,000 Principal Sum
Loss of Life	\$150,000	\$250,000
Paralysis (Quadriplegia, Paraplegia, Hemiplegia)	\$300,000	\$500,000
Permanent Total Disability	\$150,000	\$250,000
Seat Belt Benefit	\$ 15,000	\$ 25,000
Hospital Indemnity (for up to 365 days per injury)	\$50.00 per day Maximum \$2,500 per month	\$83.33 per day Maximum \$2,500 per month
Spousal Benefit (Loss of Life only)	\$10,000	
Repatriation Benefit	\$15,000	
Funeral Expense Benefit	\$ 5,000	
*Education Benefit (up to 4 years per eligible child)	\$5,000 per year per eligible child	
*Day Care Benefit (up to 4 years per eligible child)	\$5,000 per year per eligible child	
Rehabilitation Benefit	\$15,000	
Occupational Training	\$15,000	
Weekly Accident Indemnity – Total Disability	\$500 per week	
Weekly Accident Indemnity – Partial Disability	\$250 per week	
**Accident Reimbursement Expense	\$10,000	
Accidental Dental Expense	\$ 2,000	
Fracture	\$ 2,500	
Complete Dislocation	\$ 1,050	
Severance of tendon or tendons	\$ 550	
Miscellaneous injuries: ruptured kidney, liver or spleen; punctured lung requiring surgery; burns requiring skin grafts; knee requiring surgery; bone operation	\$ 675	
Eyeglasses or Contact Lenses	\$ 2,000	
Family Transportation	\$15,000	
Home Alteration and/or Vehicle Modification Benefit	\$15,000	
Work Place Modification and Accommodation Benefit	\$ 5,000	
Aggregate Limit per any one accident	\$2,500,000	

*If none of the Insured Person's children are eligible for either the Education or Day Care Benefits, \$2,500 will be paid to the Insured Person's beneficiary.

**Expenses covered under this benefit include, but are not limited to: upgraded hospital accommodation; prescribed Nurse (up to \$5,000); prescription drugs, sera and vaccines; physiotherapy (up to \$25 per treatment, \$250 per accident, \$500 per policy term); ambulance services (up to \$1,000); hearing aids, crutches, splints, casts, trusses, and braces; rental of wheelchair or iron lung (up to \$5,000); and chiropractic care (up to \$25 per treatment, \$250 per accident, \$500 per policy term).

Details of Coverage and Conditions

In the event of accidental death of the Insured Person, the benefit is paid to the Estate of the Insured Person, unless an alternate Beneficiary has been previously declared to the Public Sector Entity

Exclusions

- Suicide or intentionally self-inflicted injury
- Participation in a riot, insurrection, civil commotion or disturbance
- Active full-time, part-time or temporary services in the armed forces of any country
- War
- Sickness or disease
- Persons while acting in their duty as an aircraft pilot or crew member
- Experimental drugs not approved by the appropriate governing authority

Named Insured includes all persons eligible for coverage, which the Public Sector Entity has declared to the insuring company, and for whom premium has been paid. Such persons can include, but are not limited to:

- Active Council Members
- Directors, Trustees and Officials
- Members of Commissions, Boards, or other special units
- Other employees or volunteers of the Insured Public Sector Entity, as declared

MUNICIPAL OFFICIALS' CRITICAL ILLNESS INSURANCE

Description	Pays benefits to Insured Persons under the age of 70 years who suffer a "Critical Illness". Please refer to Summary of Proposed Coverages, Limits, Deductibles, and Premiums for the Principal Sum Amount applicable to this quotation.
Details of Coverage and Conditions	<p>In the event of a Critical Illness affecting of the Insured Person, the benefit is paid to the Estate of the Insured Person, unless an alternate Beneficiary has been previously declared to the Public Sector Entity.</p> <p>Critical Illness includes: Heart Attack, Coronary Artery Bypass Surgery, Stroke, Life Threatening Cancer, Parkinson's, Alzheimer's Disease, Multiple Sclerosis, Kidney Failure, Paralysis, Blindness, Deafness, Loss of Speech, Benign Brain Tumour, Coma, Major Burns, Major Organ Transplant, Major Organ Failure Requiring Transplant, Motor Neuron Disease, subject to the policy definitions.</p>
Exclusions	<ul style="list-style-type: none">▪ Diagnosis of Cancer within 90 days of coverage inception, including any symptoms or medical problems commenced and initiated investigations leading to the subsequent diagnosis of cancer▪ Suicide or intentionally self-inflicted injury▪ The use of illicit drugs▪ Pre-existing Conditions unless if diagnosed Twenty-four (24) months after the Insured Persons effective date
Named Insured includes	All Council Members eligible for coverage, which the Public Sector Entity has declared to the insuring company, and for whom premium has been paid.

VOLUNTEER FIRE FIGHTERS' ACCIDENT INSURANCE**Description**

Pays benefits to Insured Persons under the age of 80 years who suffer bodily injury as a result of an accident. The policy applies on a "While On Duty" basis ("24-Hour" coverage is available upon request).

Please refer to Summary of Proposed Coverages, Limits, Deductibles, and Premiums for the Principal Sum Amount applicable to this quotation.

DESCRIPTION OF BENEFIT	MAXIMUM AMOUNT PAID	
	\$150,000 Principal Sum	\$250,000 Principal Sum
Loss of Life	\$150,000	\$250,000
Paralysis (Quadriplegia, Paraplegia, Hemiplegia)	\$300,000	\$500,000
Heart and Circulatory Malfunction	\$150,000	\$250,000
Permanent Total Disability	\$150,000	\$250,000
Cosmetic Disfigurement Indemnity	\$150,000	\$250,000
Infectious Disease Benefit	\$150,000	\$250,000
Seat Belt Benefit	\$ 15,000	\$25,000
Hospital Indemnity (for up to 365 days per injury)	\$50.00 per day Maximum \$2,500 per month	\$83.33 per day Maximum \$2,500 per month
Repatriation Benefit	\$10,000	
Funeral Expense Benefit	\$ 5,000	
*Education Benefit (up to 4 years per eligible child)	\$5,000 per year per eligible child	
*Day Care Benefit (up to 4 years per eligible child)	\$5,000 per year per eligible child	
Rehabilitation Benefit	\$10,000	
Occupational Training	\$10,000	
Weekly Accident Indemnity – Total Disability	\$500 per week	
Weekly Accident Indemnity – Partial Disability	\$250 per week	
Home-Maker Weekly Indemnity	\$150 per week	
**Accident Reimbursement Expense	\$10,000	
Accidental Dental Expense	\$ 2,000	
Dentures or Bridgework Benefit	\$ 500	
Fracture	\$ 2,500	
Complete Dislocation	\$ 1,050	
Severance of tendon or tendons	\$ 550	
Miscellaneous injuries: ruptured kidney, spleen or liver; punctured lung requiring surgery; burns requiring skin grafts; knee requiring surgery; bone operation	\$ 675	
Eyeglasses or Contact Lenses	\$ 200	
Family Transportation and Accommodation Benefit	\$10,000	
Home Alteration and/or Vehicle Modification Benefit	\$10,000	
Aggregate Limit per any one accident	\$2,500,000	

*If none of the Insured Person's children are eligible for either the Education or Day Care Benefits, \$2,500 will be paid to the Insured Person's beneficiary.

**Expenses covered under this benefit include, but are not limited to: upgraded hospital accommodation; prescribed Nurse (up to \$5,000); prescription drugs, sera and vaccines; physiotherapy (up to \$5,000 per policy term); ambulance services (up to \$1,000); hearing aids, crutches, splints, casts, trusses, and braces (up to \$750 per policy term); rental of wheelchair or iron lung (up to \$5,000); and chiropractic care.

Details of Coverage and Conditions

- All duties of the Volunteer Fire Department are covered, including meetings, training drills, parades, fundraising events, and equipment testing
- In the event of accidental death of the Insured Person, the benefit is paid to the Estate of the Insured Person, unless an alternate Beneficiary has been previously declared to the Public Sector Entity

Exclusions

- Suicide or intentionally self-inflicted injury
- War
- Participation in a riot, insurrection, civil commotion or disturbance
- Active full-time, part-time or temporary service in the Armed Forces of any country
- Sickness or disease, other than as provided under "Heart and Circulatory Malfunction Benefit" and "Infectious Disease Benefit"
- Persons while acting in their duty as an aircraft pilot or crew member
- Persons not covered under any Federal or Provincial Hospital or Medical Plan
- Experimental drugs not approved by the appropriate governing authority, or experimental medical treatments

Named Insured includes

All active members of the volunteer fire brigade, whether or not they receive remuneration for their services, as well as individuals drafted into emergency service at the scene of a fire by the Fire Chief or Acting Fire Chief of the Insured Public Sector Entity.

USERS FACILITY PROGRAM

This program is not a Public Entity Insurance Program and does not replace or participate with your General Insurance Program. The User Program enhances your General Insurance Program by transferring the risk. It also offers the following advantages to both the User and the Municipality:

- It serves as a promotion/sales tool for the Municipality to attract more Users by having insurance readily available at reasonable rates, thereby increasing revenues for the Municipality.
- It provides the Municipality with direct knowledge of the insurance protection including its terms, conditions, limitations and the financial stability of the insurer without depending upon the User to find suitable insurance.
- The User is relieved of the need and difficulties of finding acceptable insurance and of providing his own Certificate of Insurance.
- It eliminates the expensive minimum premium cost to the User for "one shot" policies.
- It eliminates the need for the Municipality to require a Certificate of Insurance from the Users.
- It is a convenient and functional to both the Municipality and its Users.

An open "Master Policy" is issued to the Tenants and/or Lessees of the Facilities, owned and/or operated by "The Corporation of the Named Municipality" c/o "The Corporation of the Named Municipality".

Coverage applies only when the Facilities are rented to and being used by the Tenants/Users/Lessees for short-term events and are specifically declared to the "Master Policy".

Tenants/Users/Lessees of the Facilities are added as "Named Insureds" to the Master Policy. The Municipality is automatically an "Additional Insured" at no charge.

A certificate of insurance can be issued to the Tenant/User/Lessee if requested

This document was issued by:

BFL CANADA Risk and Insurance Services Inc.

181 University Avenue, Suite 1700

Toronto, Ontario M5H 3M7

Tel: (416)599-5530 Watt: (800) 668-5901 Fax: (416) 599-5458

Website: www.BFLCANADA.ca



Municipality Loss Run
For: City of Timiskaming Shores

Period: January 1, 2010 to May 12, 2016
Data as of: May 12, 2016

Policy Number	Effective	Loss Date	Description	Reserves (A)	Paid (B)	Total (A+B)	Deductible (C)	Net to Insurer (A+B - C)	Status
Public Sector Liability									
07PS0054	January 1, 2010	June 1, 2010	Subrogation letter from 3rd party adjuster alleges water damage resulted from broken watermain.	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
07PS0054	January 1, 2010	August 12, 2010	3rd party alleges injury resulting from trip and fall on boardwalk.	\$175,000.00	\$49,730.55	\$224,730.55	\$25,000.00	\$199,730.55	Open
07PS0054	January 1, 2010	August 25, 2010	Statement of Claim alleges wrongful dismissal. City counsel handling claim.	\$0.00	\$129,372.40	\$129,372.40	\$25,000.00	\$104,372.40	Closed
07PS0054	January 1, 2010	December 14, 2010	Claimant alleges injury due to slip and fall on side in front of store.	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
07PS0054	January 1, 2010	February 20, 2011	3rd party alleges road conditions responsible for cause of accident resulting in injury.	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
07PS0054	January 1, 2010	February 25, 2011	Equipment used to break up frozen ground in effort to repair water main may have damaged building.	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
07PS0054	January 1, 2010	March 18, 2011	Allegations of slip and fall on icy street resulting in neck injury.	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
10PS0054	July 1, 2011	September 6, 2011	Claimant alleges wrongful dismissal and mental anguish.	\$0.00	\$14,043.13	\$14,043.13	\$25,000.00	\$0.00	Closed
10PS0054	July 1, 2011	November 25, 2011	Claimant alleges injury due to a slip and fall on icy sidewalk.	\$0.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	Closed
10PS0054	July 1, 2011	January 7, 2012	Claimant alleges injury from a motor vehicle accident due to the insured's negligence in maintaining safe road conditions.	\$85,000.00	\$144,383.25	\$229,383.25	\$25,000.00	\$204,383.25	Open
10PS0054	July 1, 2012	February 5, 2013	Claimant alleges injury resulting from slip and fall on icy sidewalk.	\$0.00	\$891.60	\$891.60	\$25,000.00	\$0.00	Closed
10PS0054	July 1, 2012	February 8, 2013	Claimant alleges injury resulting from slip and fall on icy sidewalk.	\$0.00	\$790.00	\$790.00	\$25,000.00	\$0.00	Closed
10PS0054	July 1, 2012	March 4, 2013	Claimant alleges injury resulting from slip and fall on icy sidewalk.	\$0.00	\$1,628.88	\$1,628.88	\$25,000.00	\$0.00	Closed
10PS0054	July 1, 2012	April 13, 2013	Claimant alleges injury resulting from slip and fall on icy sidewalk.	\$0.00	\$73,295.95	\$73,295.95	\$25,000.00	\$48,295.95	Closed
10PS0054	July 1, 2012	May 21, 2013	Claimant alleges he has been bullied and improperly accused.	\$0.00	\$9,985.69	\$9,985.69	\$25,000.00	\$0.00	Closed
3630298	July 1, 2013	December 30, 2013	Claimant alleges that poor maintenance of road Premises/Operations - Other SEXUAL MISCONDUCT BETWEEN A DOCTOR AND VARIOUS CLAIMANTS	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
3630298	July 1, 2014	August 29, 2014	Various claimants	\$0.00	\$5,739.57	\$5,739.57	\$25,000.00	\$0.00	Closed
3630298	July 1, 2014	November 9, 2014	Premises/Operations - Slip / Trip and Fall	\$65,997.33	\$31,054.23	\$97,051.56	\$25,000.00	\$33,051.56	Open
3630298	July 1, 2014	November 14, 2014	Premises/Operations - Slip / Trip and Fall - Municipal liability / public entity - other errors and omissions claim due to roof collapse	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
3630298	July 1, 2014	November 21, 2014	Municipal liability / public entity - other errors and omissions claim due to roof collapse	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed
3630298	July 1, 2014	January 11, 2015	Ruptured water main causing claimant basement to suffer water damage	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	Closed



Municipality Loss Run
For: City of Tandskamling Shores

Period: January 1, 2010 to May 12, 2016
Data as of: May 12, 2016

	July 1, 2014	March 6, 2015	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
3630299	July 1, 2014	March 6, 2015	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
MUNICIPAL LIABILITY / PUBLIC ENTITY - Road Design / Maintenance										
3630298	July 1, 2014	March 11, 2015	\$175,000.00	\$0.00	\$175,000.00	\$25,000.00	\$150,000.00	\$25,000.00	\$150,000.00	Open
3630299	July 1, 2014	March 26, 2015	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
ROOF COLLAPSED DUE TO IMPROPER BRACING.										
3630299	July 1, 2014	March 15, 2015	\$50,000.00	\$0.00	\$50,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	Open
3630299	July 1, 2015	July 23, 2015	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
3630299	July 1, 2015	September 2, 2015	\$0.00	\$27,733.06	\$27,733.06	\$25,000.00	\$2,733.06	\$25,000.00	\$2,733.06	Closed
3630299	July 1, 2015	August 27, 2015	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
WATER MAIN RUPTURED CAUSING EXTENSIVE DAMAGE TO HOME. Premises/Operations - Flood/Pipe Burst. SEVERE SEWER BACK UP AT CHURCH. WHILE EXITING LOCATION, CLAIMANT FELL.										
AN EMPLOYEE OF TANDSKAMLING WAS OPERATING THEIR PERSONAL VEHICLE FROM CITY HALL TO FIRE STATION AND										
3630299	July 1, 2015	January 11, 2016	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
3630299	July 1, 2015	January 10, 2016	\$15,000.00	\$0.00	\$15,000.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Open
3630299	July 1, 2015	August 12, 2015	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Closed
3630299	July 1, 2015	December 8, 2015	\$15,000.00	\$0.00	\$15,000.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	Open
3630299	July 1, 2015	February 19, 2016	\$65,000.00	\$0.00	\$65,000.00	\$25,000.00	\$40,000.00	\$25,000.00	\$40,000.00	Open
			\$830,997.33	\$485,648.31	\$1,122,645.64		\$309,366.77			
Public Sector Automobile										
3630559	January 1, 2010	March 3, 2010	\$0.00	\$102,965.14	\$102,965.14	\$0.00	\$102,965.14	\$0.00	\$102,965.14	Closed
3630559	July 1, 2013	September 26, 2013	\$0.00	\$4,218.63	\$4,218.63	\$0.00	\$4,218.63	\$0.00	\$4,218.63	Closed
Insured vehicle damaged by fire Third party backed into insured vehicle										
3630559	July 1, 2014	February 23, 2015	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Closed
			\$0.00	\$107,183.77	\$107,183.77					
Theft of maintenance vehicle - later recovered but tools were stolen (see related Property claim)										
Property & Crime										
3630299	July 1, 2011	March 14, 2012	\$0.00	\$70,939.32	\$70,939.32	\$0.00	\$70,939.32	\$0.00	\$70,939.32	Closed
3630299	July 1, 2011	March 26, 2012	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Closed
3630299	July 1, 2013	January 6, 2014	\$0.00	\$12,345.24	\$12,345.24	\$0.00	\$12,345.24	\$0.00	\$12,345.24	Closed
Electrical surge damaged two submersible pumps. NOTICE OF PUMP FAILURE. Pipe burst in library										
3630299	July 1, 2014	February 23, 2015	\$0.00	\$7,477.85	\$7,477.85	\$0.00	\$7,477.85	\$0.00	\$7,477.85	Closed
Crime - Burglary - theft of tools - walking on pool of loss to chase										
3630559	July 1, 2015	December 31, 2015	\$30,927.02	\$5,072.98	\$45,000.00	\$0.00	\$45,000.00	\$0.00	\$45,000.00	Open
			\$30,927.02	\$95,835.39	\$135,762.41					
Natural Perils - Other PROPERTY DAMAGE TO COMMUNITY BUILDINGS AS A RESULT OF A SEVERE WINDSTORM										
Environmental Impairment Liability										
EIL334151	No Claims									
Excess Liability	No Claims									
06C56057	No Claims									
Municipal Officials' Accident	No Claims									
1F195	No Claims									
Volunteer Firefighters' Accident	No Claims									
1F200	No Claims									



The Corporation of the City of Temiskaming Shores
By-law No. 2016-083
Being a by-law to Regulate the Management and
Operation of the Water Works System in the City of
Temiskaming Shores

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

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

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

Whereas the City is authorized to enact by-laws respecting matters within the sphere of jurisdiction of Public Utilities, and Public Utilities includes a system that is used to provide potable water services for the public under Section 11 of the *Municipal Act 2001*;

And whereas the City is authorized to enact by-laws imposing fees or charges for services or activities provided or done by or on behalf of it pursuant to Section 391 of the Municipal Act, 2001 (S.O. 2001, c.25);

And whereas the *Building Code Act*, S.O. 1992, Chapter 23, as amended, regulates and controls the location, construction, repair and renewal, or alteration of plumbing and materials to be used in the construction thereof, and further provides for the inspection of said plumbing works by officers duly appointed by municipal by-law;

And whereas Council considered Administrative Report No. PW-027-2016 at the May 3, 2016 Regular Council meeting and directed staff to prepare the necessary by-law for Water Works Systems Use for consideration of First and Second reading at the May 3, 2016 Regular Council meeting as well as to undertake a public consultation process prior to third reading;

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

1. That Council municipal council adopts a "*Water Works System Use*" By-Law identified as Schedule "A", hereto attached and forming part of this by-law.
2. That this By-Law shall become effective on the date of final passing thereof.

3. That By-laws of the former Town of Haileybury, the former Township of Dymond and the former Town of New Liskeard related to management and operation of the water systems, excluding by-laws related to servicing or tax rates are hereby repealed;
4. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-Law and Schedules as may be deemed necessary after the passage of this By-Law.

Read a first and second time this 3rd day of May, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

Read a third time and finally passed this 21st day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law No. 2016-083

Water Works System Use By-law

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Part 1 – Definitions

For the purpose of this Schedule:

- 1.1 **Agent** means a person authorized by the Corporation to provide services on behalf of the Corporation.
- 1.2 **Appurtenances** mean the apparatus or equipment that is a pertinent accessory to the Water Works system, including municipal water laterals and their components, or to a private water distribution system or to a fire protection system.
- 1.3 **Blank or Blanking** means the temporary or permanent decommissioning of a pipe by means of plugging, capping, or other method approved by the Director of Public Works.
- 1.4 **Building** includes any permanent structure, trailer, or other covering which:
- (i) is located on a parcel of land having frontage on a public highway and/or the Water Works system;
 - (ii) and
 1. contains, or is required by any other by-law, regulation or statute to contain any permanent sleeping, eating or food preparation facilities; or
 2. contains or is required by any other by-law, regulation or statute to contain, any washing or toilet or cleaning facilities; or
 3. is connected, or is required by any other by-law, regulation or statute to be connected, to a water supply system, or Water Works; or
 4. is a source of sewage; or
 5. is habitable.
- 1.5 **Chief Building Official** means a chief building official such inspectors as are appointed by the Corporation necessary for the enforcement of *The Building Code Act* and any other statutes referred to in this Schedule, and all persons authorized at the direction of the Chief Building Official for the purposes of exercising the power and duties of the Chief Building Official under this Schedule.
- 1.6 **Connect** (connects, makes a connection, connected) means to install a water service connection, including laterals and lateral appurtenances.
- 1.7 **Consumer** means the occupant of the premises supplied with municipal water under jurisdiction of the Corporation.
- 1.8 **Corporation** means The Corporation of the City of Temiskaming Shores.
- 1.9 **Cost** includes the cost of:
- (i) restoring any property disturbed or damaged in the course of making a water service connection;
 - (ii) design;

- (iii) materials;
- (iv) labour; and
- (v) supervision of any work,

and includes the amount of expenses charged by the Corporation to the Owner when the Corporation makes a connection at the expense of the Owner.

- 1.10 **Cross Connection** means any temporary, permanent or potential connection to the Water Works that could allow backflow or back siphonage into the Water Works of untreated water contaminants, pollutants, injurious chemicals, infectious agents or other substances that will alter the quality and/or safety of the potable water supply; and includes hydrant connections, swivels or changeover devices, removable sections, jumper connections and by-pass arrangements.
- 1.11 **Curb Stops** means a valve installed in the water service connection and accessible for operation from the surface of the ground for the purpose of interrupting flow through the water service connection, normally installed at or near the property line.
- 1.12 **Customer** means any person, owner, firm, business, corporation, institute or identity who enters into a verbal or written contract or agreement with the Corporation to take potable water from the Corporation's Water Works, or to receive water related services from the Corporation.
- 1.13 **Treasurer** means anyone hired in the capacity of Treasurer for the Corporation or any person or persons appointed or designated by the Corporation from time to time for the purposes of exercising the powers or duties of the Treasurer under this Schedule.
- 1.14 **Director of Public Works** means anyone hired in the capacity of Director of Public Works or the person or persons appointed or designated by the Corporation from time to time for the purposes of exercising the powers or duties of the Director of Public Works under this Schedule or his or her duly authorized representative, or as the situation or context may require, all persons authorized at the direction of the Director of Public Works to exercise the powers and duties of the Director of Public Works under this Schedule.
- 1.15 **Fire Meter** means a meter designed to measure the quantity of water used by a fire protection service or system.
- 1.16 **Fire Protection Service or System** means a system of pipes and appurtenances designed to deliver a water supply for the purposes of fire suppression.
- 1.13 **Meter** means that mechanical device installed under the provisions of this Schedule for the purpose of measuring the quantity of water supplied by the Corporation to any building or premises in which such meter is installed and may include the meter body, mechanism, remote reader, associated pipe, valve and wires, and any apparatus attached thereto.
- 1.14 **Meter Chamber** means an accessible in-ground structure located remote from any building or premises and solely used for containing and protecting any water meter, backflow prevention device and associated piping and apparatus installed to serve that property.
- 1.15 **Municipal Fire Hydrant** means a hydrant owned by the Corporation.

- 1.16 **Municipal Standards** means standards, guidelines, specifications and drawings relating to the construction and maintenance and operation of the Water Works, which coincide with the City's Drinking Water Quality Management System approved by the Corporation from time to time.
- 1.17 **Municipal Water Lateral(s)** means the pipes and appurtenances of the Water Works located within the right-of-way and situated between the main and the street line or up to and including the curb stop, if it is located outside the right-of-way.
- 1.18 **Owner** means any person or persons who or any firm, business, corporation or institute that is the registered owner of land or a building or buildings or premises under consideration, or any agent thereof, or a person entitled to a limited estate in the property, a trustee in whom the property is invested, an executor, an administrator and a guardian, to whom the context applies.
- 1.19 **Premises** mean a building or property abutting on a right-of-way through which a main is laid.
- 1.20 **Potable Water** means water that is fit for human consumption.
- 1.21 **Private Fire Hydrant** includes a hydrant owned by someone or some entity other than the Corporation.
- 1.22 **Private Water Lateral** means the water pipes and appurtenances located between the street line or curb stop and a meter. If a meter is located in a meter chamber, the private water lateral includes any water service pipe from the meter to the interior face of the outer wall of the building being served.
- 1.23 **Private Water Distribution System** includes a privately owned network of water supply pipelines, including valves and appurtenances, supplied with water by the Corporation and:
- (i) servicing two or more units, and/or
 - (ii) being a water supply containing one or more private fire hydrants not owned by the Corporation.
- 1.24 **Rates** means those rates, levies, rents or charges for the supply and/or use of water so described and itemized on Schedules in by-laws enacted by the Corporation from time to time.
- 1.25 **Right of Way** means a public highway, lane or easement in which a main is located.
- 1.32 **Unaccounted for Water (UFW)** means the comparison of the amount of water supplied to the Corporation to the amount of water supplied to the customers by the Corporation, plus that known to be used for the operation and maintenance of the Water Distribution System.
- 1.33 **Unit** means a residential, commercial, or industrial premise, which is separated or is capable of being separated, from any other premises recorded on the last revised assessment roll of the Corporation.
- 1.34 **Water** means potable water supplied by the Corporation through the Corporation's Water Works.
- 1.35 **Water Consumption** means the amount of water consumed or used by a customer as determined through metering or estimates approved by the Director of Public Works and/or the Treasurer, as applicable.

- 1.36 **Watermain** means a potable water pipe that supplies potable water to water service connections and hydrants.
- 1.37 **Water Service Connection** includes the municipal water lateral and the private water lateral or a connection to a private water distribution system, including the meter.
- 1.38 **Water Works** includes any and all buildings, structures, equipment, appurtenances, devices, conduits, underground pipelines, municipal water laterals, outlets, and related installations and other works so designed for the distribution of water and includes lands over which an easement or consent has been granted or lands appropriated for such purposes and uses.

Part 2 – System Administration

2.0 Application of By-law

This Schedule applies to the construction, management and operation and maintenance of the Water Works under the jurisdiction of the Corporation.

2.1 Official Plan and Asset Management Plan

Water Service Areas covered under this Schedule are as identified in the Corporations Official Plan and supporting Asset Management Plan.

2.2 Accordance with Acts

The Corporation shall manage and maintain the Water Works in accordance with the provisions of this Schedule and the provisions of the *Municipal Act*, the *Safe Drinking Water Act*, the *Ontario Water Resources Act*, the *Ontario Building Code Act*, the *Ontario Building Code*, the *Fire Protection and Prevention Act*, the *Ontario Fire Code*, the *Provincial Offences Act*, and regulations established under these Acts and codes from time to time; and any other applicable law or regulations in force from time to time.

2.3 Administrative Responsibilities

Administrative responsibilities are as follows:

2.3.1 Director of Public Work's Responsibilities

The Director of Public Works is responsible for administration and operation, maintenance and repair of the Water Works in accordance with this Schedule and with applicable statutes, regulations and policies and by-laws adopted from time to time by the Corporation.

2.3.2 Chief Building Official's Responsibilities

The Chief Building Official is responsible for the enforcement of the Ontario Building Code and the issuance of any plumbing permits related to the construction, maintenance or operation of any part of the buildings and facilities served by the Corporation's Water Works systems and Sewer Works systems, and for the inspection of work done under the plumbing permits.

2.4 Objectives in Managing and Operating Water Works System

The following objectives shall be sought in managing and operating the Water Works:

2.4.1 Failure to Supply

The Corporation does not guarantee the supply or quantity of water, and failure to supply water shall not be construed as neglect on the part of the Corporation. The Corporation shall at no time be held liable for inadequate supply of water or for reason of the Corporation restricting the supply of water or for refusing the supply of water.

2.4.2 Rules and Regulations set out in By-law

Rules and regulations set out in this Schedule shall govern and regulate the management of the Water Works owned by the Corporation and shall be considered to form an integral part of the supply and service contract between the Corporation and any Owner or Customer for a supply of water by the Corporation. Every such Owner or Customer by applying for and accepting the supply of water from the municipal Water Works shall be deemed to have expressed his/her consent to be bound by the said rules and regulations.

2.4.3 System to Operate in Accordance with the dwqms

The Water Works system shall be operated in accordance with the Operational Plan within the Corporations' Drinking Water Quality Management System as amended from time to time.

Part 3 – Service Connections

3.1 Application for Service

3.1.1 Requirement of Written Application to Connect

Municipal laterals shall not be provided from or connected to any main, and no private water laterals shall be connected to any other private water laterals or to a municipal lateral; and no private lateral or private water service connection, shall be relocated, replaced or removed from the Water Works; until written application for such action is made to the Corporation and a permit therefore has been issued by the Corporation. Such application shall be signed by the Owner. No pipe shall be connected to or provided from the Water Works without the prior approval in writing from the Director of Public Works. No pipe shall be replaced, relocated, disconnected or removed from the Water Works without the prior approval in writing from the Director of Public Works. All water service connections to the Water Works and all replacements, relocations, disconnections or removals from the Water Works require prior approval through written application and the issue of a permit therefore by the Corporation as specified and adopted through by-law from time to time.

3.1.2 Form of Application to Connect

The application and permit referred to in Subsection 3.1.1 shall be in the form as may be from time to time prescribed by the Corporation.

3.1.3 Extension of Existing Main

A building, premises or facility must be on property abutting a watermain in order to be granted a permit to connect to the Water Works. No extension of an existing watermain shall be made without the prior approval in writing from the Director of Public Works.

3.1.4 All Buildings Fronting on Water Works System and/or Sewer Works System must Connect

Every building, within a serviced area, fronting on the Water Works systems shall be connected to the system if any of the conditions of Subsection 1.4, defining the term "building", apply; and water service fees charged, at the fee prescribed by the Corporation through by-law adopted from time to time. Each building shall be provided with a separate water service connection, unless otherwise authorized by the Director of Public Works.

3.1.5 Service Connection not to be Disconnected Without Permission of the Director of Public Works

Once a water service connection has been installed, and connected to the Water Works, the water service connection shall not be disconnected from the Water Works without the permission of the Director of Public Works.

3.2 Installation Specifications

3.2.1 Specifications in Compliance with the Ontario Building Code

All pipes, fittings, attachments, method of installation, maintenance, use, repair, renovations to and removal of any private water lateral shall be pursuant to, as required by and in compliance with, the Ontario Building Code, Part 7.

3.2.2 Installation at the Expense of the Owner

All municipal water laterals shall be installed by a qualified contractor at the expense of the Owner pending approval from the Director of Public Works.

3.2.3 Cost of Municipal Lateral to be Bourne Solely by the Corporation

The Corporation shall be responsible for the cost of maintaining municipal water laterals (main to curb stop) and for keeping the same in repair.

3.2.4 Cost of Private Lateral to be Bourne Solely by the Owner

Private water laterals (curb stop to building) shall be provided by, maintained by and at the expense of the Owner.

3.2.5 Water Pipe Connections on Outlet Side of Corporation Water Meter

No water pipe connection shall be made to a private water lateral or a private water distribution system connection other than on the outlet side of a Corporation water meter.

3.3 Commencement or Discontinuance of Service

3.3.1 Director of Public Works to Authorize Turn on Supply of Water

Where a new or replacement water service connection is installed or where the Corporation has shut off the supply of water to an existing water service connection, no person other than an employee or agent of the Corporation so authorized by the Director of Public Works shall turn on the supply of water.

3.3.2 Occupancy Permit

Permission to occupy any building will not be granted until such time as a meter is installed for the building if such be required under this Schedule and this meter is operational to the satisfaction of the Chief Building Official or the Director of Public Works.

3.4 Shutting Off Supply of Water

3.4.1 Causes

The Corporation may shut off the supply of water for any of the following causes:

- (i) default in full payment of any rate, fee or charge for water supplied;
- (ii) default in full payment of any charge with respect to the cost of any work or service done or furnished for the purpose of the supply of water;
- (iii) default in full payment of any rent of or charges for fittings, apparatus, meters or any such things leased or furnished to the Owner by the Corporation;
- (iv) default in full payment of any sewage service rates or charges imposed on the Owners or occupants of any land which is based on the water rates or charges applicable in respect of such land;
- (v) failure to provide access to property or premises as provided under this Schedule;
- (vi) as a result of any contravention of any provisions of this Schedule;
- (vii) failure to pay a set fine awarded to an offence as specified under Part VII of this Schedule;
- (viii) where a faulty water service connection is believed to exist which will result in the undue waste of water, or where such fault could result in property damage; and
- (ix) at the request of the Owner.

3.4.2 Defective Water Service Connection

Where the Corporation has caused a water service connection believed to be defective to be shut off, such water service connection shall not be restored until the Corporation has been satisfied that no such defect exists or that any defect therein has been properly rectified.

3.4.3 Turn on Supply to a Private Lateral

Where the Corporation has been requested to turn on the supply of water to a private water lateral, the Corporation shall not turn on such supply of water until the Owner has paid the applicable fees prescribed by the Corporation through by-law adopted from time to time of this Schedule and any

outstanding arrears.

3.4.4 Reactivation

Where a water service connection has been shut off for any reason, the water service connection shall not be reactivated unless the Owner or Customer is present and within the building or premises to ensure no damage results during the reactivation of the water service connection.

3.5 Responsibility of Owner

3.5.1 Condition of Service in Good Order

Every Owner shall at their own expense keep the private water lateral, and water meter (if present) in good order and condition and adequately protected from freezing.

3.5.2 Responsibility for Costs

The entire cost of providing, installing, replacing and renewing, maintaining and repairing each private water lateral shall be the responsibility of and paid for by the Owner.

3.5.3 Repair of Leak on Private Water Lateral

Should a leakage occur and waste of water be detected on the private water lateral, the Owner shall be bound to complete repairs of the said leakage at his/her own expense within a reasonable amount of time determined by the Director of Public Works after being duly notified by the Corporation of such leak detected. In the event of non-compliance with this provision by the Owner, the Corporation may undertake to discontinue the water supply until the necessary repairs have been made by the Owner. All repairs are to be inspected by the Corporation prior to backfill.

3.5.4 Reporting of Loss of Water not Through Corporation Meter

If a Corporation water meter is present, any Owner or Customer who takes, consumes water, or permits to be taken or consumed water, or who experiences the loss of water from their water service connection or private water distribution system that has not passed through and been registered by the Corporation water meter, shall report the taking, consumption or loss of water to the Corporation at their first opportunity.

3.5.5 Access

Any person duly authorized by the Corporation for that purpose, and at all reasonable times, and upon reasonable notice given and request made to the Owner, shall be allowed access to the building or premises for the purpose of inspecting, repairing, altering, disconnecting or installing meters, curb stops, fixtures, pipes and appurtenances of every kind used in connection with the supply of water to and for the use of water in such building or on such premises.

3.5.6 Owner's Information

Every Owner shall be responsible for advising the Corporation, attention to the Treasurer, of any change in the water service application information including changes to the Owner's address and telephone number, or selected method of account payment.

3.5.7 Requests for Meter Verification

Only the Owner may request meter verification, final meter reading, water supply shut-off or water supply turn-on. Such requests shall be made Public Works Department.

3.6 Responsibility of Owners of Private Water Distribution Systems and Private Hydrants

3.6.1 Annual Inspection Report

Every Owner of a private water distribution system or a private fire hydrant shall cause such system or such hydrant to be inspected annually by a duly qualified and licenced plumber or a more specialized trades person, and any such plumber or more specialized trades person shall firstly be previously approved by the Director of Public Works and such approved plumber or more specialized trades person shall provide a report upon request from the Director of Public Works and must certify that the following items have been satisfactorily addressed or conducted by the duly qualified and licenced plumber or more specialized trades person, namely:

- (i) a Fire Code and preventative maintenance inspection,
- (ii) hydrant flushing, flows and pressure testing ascertained,
- (iii) hydrant adjustment and lubrication,
- (iv) valve cleaning, adjustment and lubrication,
- (v) leak detection ascertainment,
- (vi) a report on any maintenance work that is required,
- (vii) a report on any physical indication of a deteriorated water quality,
- (viii) a confirmation that the inspection included all pipelines, valves, hydrants and other appurtenances comprising the private water distribution system, and
- (ix) assurance of hydrant visibility and accessibility free of obstructions pursuant to Subsection 4.1.3.

3.6.2 Report to be in a Form or Format Approved by the Director of Public Works

Any report made by a duly qualified and licenced plumber or more specialized trades person to the Corporation pursuant to Subsection 3.6.1 of this Schedule shall be in a form or format previously approved by the Director of Public Works.

3.6.3 Required Evidence of Bonding and Insurance Covering Inspections

Any duly qualified and licenced plumber or more specialized trades person, before being approved by the Director of Public Works pursuant to Subsection 3.6.1 of this Schedule, must first provide evidence of bonding and insurance covering any relevant associated risks that may be involved in conducting any inspections pursuant to the provisions of Subsection 3.6.1 of this Schedule, and any such insurance shall name the Corporation as an additional insured.

3.6.4 Written Notification Prior to Flow Testing or Flushing and Written Notification to Affected Property Owners

Any duly qualified and licenced plumber or more specialized trades person conducting an inspection pursuant to the provisions of Subsection 3.6.1 of this Schedule shall first provide three

(3) working days written notification to the Corporation, attention the Director of Public Works, prior to flow testing or flushing any private fire hydrant or other hydrant and shall provide written notification to potentially affected water users in the area a minimum of 24 hours prior to flow testing or flushing any private fire hydrant or other hydrant.

3.6.5 Director of Public Works shall have Power to Establish Operational Regulations and Procedures

The Director of Public Works shall have the power to establish detailed administrative and operational regulations and procedures with regard to any inspection as such may be conducted under the provisions of Subsection 3.6.1 of this Schedule, and may amend such detailed administrative and operational regulations and procedures from time to time provided that such detailed administrative and operational regulations and procedures are consistent with the provisions of this Schedule, including Subsection 3.6.1 thereof.

3.6.6 Public Works Department Inspection of Private Water Systems and Hydrants

At the request in writing of the Owner or designate, and when resources can be made available, and at the discretion of the Director of Public Works, the inspection of private water systems and hydrants and the reporting of same may be carried out by the Public Works Department of the Corporation, on a cost recovery basis.

3.7 Cross Connection Control and Backflow Prevention

3.7.1 Advance Approval by Director of Public Works

No cross connection (defined under Section 1.10) shall be permitted to the Water Works unless approved in advance by the Director of Public Works.

3.7.2 Order to Install Control Device

If a condition is found to exist which is contrary to Subsection 3.7.1 of this Schedule, the Director of Public Works or Chief Building Official as applicable, shall immediately carry out an inspection and shall issue such order or orders to the Owner as may be required to obtain compliance with Subsection 3.7.1 of this Schedule.

3.7.3 Failure to Install – Notice – Water Shut Off

If the Owner to whom the Director of Public Works or Chief Building Official as applicable has issued an order fails to comply with that order, the Director of Public Works or Chief Building Official as applicable, at his/her discretion, based on the threat posed to water safety and quality, may:

- (i) give notice to the Owner to correct the fault, at his/her expense, within a specified time period; and, if the notice is not complied with, the Director of Public Works may then shut off the water service or services; or
- (ii) without prior notice, shut off the water service or services and/or otherwise isolate the fault from the Water Works; and/or
- (iii) carry out or cause to be carried out the corrective work at the Owner's expense.

3.7.4 Additional Device on Service

Notwithstanding Subsections 3.7.1, 3.7.2 and 3.7.3 of this Schedule, where a risk of possible contamination of the Water Works exists in the opinion of the Director of Public Works or Chief Building Official, an Owner shall, on notice from the Corporation, install on his/her private water lateral, a backflow prevention or cross connection control device, approved by the Director of Public Works, in addition to any backflow prevention control devices, or cross connection control device, installed in the Owner's portion of the water service system, at the source of potential contamination.

3.7.5 Temporary Supply of Water

When water is temporarily supplied for construction purposes under Subsection 4.3 or for other temporary purposes as per Subsection 4.4, or when water is temporarily supplied from a private or municipal fire hydrant under Subsection 4.5, a backflow prevention device and secondary shut-off valve acceptable to the Director of Public Works shall first be provided.

3.7.6 Private Water Distribution System to be Isolated

The Director of Public Works may require that a private water distribution system be isolated from the Corporation's water distribution system by means of a backflow prevention device, approved by the Director of Public Works.

3.7.7 Installation to Required Standards

Cross connection control or backflow prevention devices, when required by the Corporation, shall be installed in accordance with the Ontario Building Code and "*CAN/CSA-B64.10-94: Manual for the Selection, Installation, Maintenance and Field Testing of Backflow Prevention Devices*", as amended from time to time.

3.7.8 Inspection and Testing to be Paid by Customer

All cross connection control devices and backflow prevention devices shall be inspected and tested at the expense of the Owner, upon installation, and thereafter annually, or more often if required by the Corporation, by personnel licenced to carry out such tests, to demonstrate that the device is in good working condition. The Owner shall submit a report on a form approved by the Director of Public Works for any or all tests performed on the backflow prevention device or a cross connection control device within seven (7) days of a test, and a record card shall be displayed on or adjacent to the device on which the tester shall record the address of the premises, the location, type, manufacturer, serial number and size of the device, and the test date, the tester's initials, the tester's name (if self-employed) or the name of his employer and the tester's licence number.

3.7.9 Failure to Test Device

If an Owner fails to have a backflow prevention device or a cross connection control device tested, the Corporation or approved authority may notify the Owner that the device must be tested within four (4) days of the Owner receiving the notice. If the Owner fails to have the device tested within the time allowed, the Director of Public Works, upon the provision of reasonable notice, may shut off the water service or water services until the device has been tested and approved as required by subsection 3.7.8 of this Schedule.

3.7.10 Owner Responsible for Repairs

When the results of a test referred to in Subsection 3.7.8 of this Schedule show that a backflow prevention device or a cross connection control device is not in good working condition, the Owner shall make repairs or replace the device within four (4) days. If an Owner fails to repair or replace the device within the time allowed, the Director of Public Works, upon the provision of reasonable notice, may shut off the water service connection until such repair or replacement has been made to the satisfaction of the Director of Public Works.

3.7.11 Removal of Device Requires Permission of Corporation

No person shall remove any cross connection control or backflow prevention device installed as a requirement of provincial legislation, whether or not the applicable provincial legislation is subsequently rescinded, unless the Corporation first grants permission for such removal in writing.

3.7.12 Inspection for Cross Connection Access

Any person authorized by the Corporation for that purpose has free access, at all reasonable times, and upon reasonable notice given and request made, to all parts of every building or other premises where any water service connection is provided for the purpose of inspecting or repairing, or of altering or disconnecting a backflow prevention device or a cross connection device, including associated pipe and fittings, within or without the building or premises.

3.8 Termination and Capping of Services

3.8.1 Written Notification

The Owner of a private water lateral or private water service connection shall provide written notification to the Corporation when use of the water service connection is to be disconnected and capped or blanked.

3.8.2 Discontinuation

Any discontinuation of a private water lateral or a private water service connection and the removal of the Corporation meter for the purpose of demolition, or other reasons, shall be done by a qualified contractor approved by the Director of Public Works at the sole expense of the Owner.

3.8.3 Reconnection

Disconnected private water laterals or private water service connections shall not be reconnected without reapplication for water service connection and payment of applicable fees prescribed by the Corporation through by-law adopted from time to time.

3.9 Inspections

If any Owner or Customer, including any Owner or Customer of a private water distribution system or private fire hydrant, fails to comply with the requirements of this Schedule or contravenes the provisions of this Schedule, the Director of Public Works and /or Chief Building Official may conduct any inspection permitted by the provisions of this Schedule or by the Ontario Building Code or by the *Municipal Act, 2001*, as amended; and may take any corrective action deemed immediately necessary. Any costs incurred by the Corporation in conducting such inspections and subsequent reporting or in effecting any corrective action, shall be payable to the Corporation by such Owner or Customer of a

private water distribution system or private fire hydrant, and such costs may, at the sole discretion of the Corporation, be added to any water bill payable by such Owner or Customer of a private water distribution system or private fire hydrant, or to the water bill payable by any Customer or users of water from such system or hydrant, and may, in addition to being recoverable in any relevant Court of Law, be deemed by the Corporation to be charges for the supply of water and failure of the payment of which shall provide the Corporation with any remedies available to it under the provisions of the *Municipal Act, 2001* and *Provincial Offences Act*, as amended or other relevant legislation.

3.10 Failure to Permit Access to Property or Premises

Should any Owner or Customer, or any Owner of a private water distribution system or private fire hydrant, refuse entry to any authorized officer, inspector, employee or agent of the Corporation for the purposes of any inspection under the provisions of this Schedule or the Ontario Building Code; or the *Municipal Act, 2001*; the Corporation may, at its sole discretion exercised by the Director of Public Works, on the provision of seven (7) days notice, discontinue the water supply to the Owner, or Customer, or the Owner of a private water distribution system or private fire hydrant, until such required inspection has been properly conducted.

Part 4 – Restrictions in Use

4.1 Water Use Restrictions

4.1.1 Open or Close Valves

No person except licensed operators as approved by the Director of Public Works shall open or close or cause or permit to be opened or closed any valve in the Water Works, or private water distribution system, or remove, tamper with or in any way interfere or cause or permit to be removed, tampered or interfered with, any valve, water meter, private or municipal fire hydrant, structure, main, municipal or private water lateral, or valve or private valve, in the Water Works, or private water distribution system, unless previous written permission has first been granted by the Director of Public Works.

4.1.2 Concealing or Interfering with Access to a Fire Hydrant or Valve

No person shall conceal, interfere with, construct or maintain anything or cause or permit to be concealed or interfered with or constructed or maintained, anything that has the effect of concealing or interfering with access to a municipal or private fire hydrant or to a valve or private valve.

4.1.3 Obstruction and Visibility

Municipal fire hydrants and private fire hydrants shall be cleared of all vegetation or obstructions, including significant snow accumulations within 1.5 metres from the outside edge of the municipal fire hydrant or private fire hydrants. The municipal fire hydrants or private fire hydrant should be visible for a distance of 3.0 metres from any point from within the public or private road allowance.

4.1.4 Use of Water Permission

No person, except licensed operators as approved by the Director of Public Works, shall open or close or cause or permit to be opened or closed a municipal fire hydrant or private fire hydrant or

use or cause or permit the use of water from a municipal fire hydrant or private fire hydrant from the Water Works unless prior permission in writing has been granted by the Director of Public Works.

4.1.5 Drawing of Water from Fire Protection System

No person shall draw water or cause or permit water to be drawn from a private fire protection system, except for fire protection purposes or for fire protection related activities, except as approved by the Director of Public Works.

4.1.6 Discontinue Water Supply

The Director of Public Works may, upon reasonable notice, discontinue the water supply for the Water Works at any time for cleaning, maintenance, repairing, replacing or connecting of mains and laterals.

4.1.7 Temporary Discontinue Water Supply

The Director of Public Works may, without notice, temporarily discontinue the water supply to any premises or units where, in his or her opinion, continuation thereof might be dangerous or cause damage to persons or property.

4.1.8 Case of Damage Responsibility

The Corporation shall not be responsible in case of damage to boilers, heating systems, cooling systems, machinery, fittings, other property or products dependant on water supply, or injury to persons by reason of any discontinuation of the water supply, even in the case of where no notice is given by the Director of Public Works.

4.2 Water Use Restrictions

4.2.1 Water Restrictions

At the discretion of Council, water restrictions may be imposed by Council resolution whereby no person or persons shall be allowed to use in any manner whatsoever the water supplied by the Water Works upon streets, sidewalks, driveways, lawns, gardens, yards or grounds of any description except between those dates and/or hours as set out in the resolution by Council from time to time.

4.2.2 Water Restrictions on Commercial, Industrial, Institutional

At the discretion of Council, water restrictions may be imposed by Council on the industrial, commercial and/or institutional use of water supplied by the Water Works as may be set out in a resolution by Council from time to time.

4.2.3 Notice of Water Restrictions

With the provision of reasonable notice permitted by the requirement or circumstance, the Director of Public Works may temporarily restrict the use of water from the Water Works from time to time as necessary to carry out inspections, maintenance, repairs, modifications, replacement, or rehabilitation to the Water Works.

4.3 *Supply of Water for Construction Purposes*

4.3.1 *Builder to Make Application to Corporation*

Builders requiring water for construction purposes shall make an application to the Corporation as part of the building permit application and shall furnish all information so required and shall pay to the Corporation the fee set by the Corporation for that purpose at the fee prescribed by the Corporation through by-law adopted from time to time. Builders will only be permitted to take water from specific sources for temporary use and in a manner specified by the Director of Public Works as may be altered from time to time by the Director of Public Works.

4.4 *Supply of Water for Other Temporary Purposes*

4.4.1 *Application for Temporary Short Term Purposes*

Any person or persons, organization or firm requiring water for temporary short term commercial, social, cultural or festival purposes shall make application to the Corporation and shall furnish all information required by the Director of Public Works to assess the temporary water supply requirement.

4.4.2 *Temporary Water Supply Sources Specifications*

The Director of Public Works shall specify the specific source or sources of temporary water supply and the manner by which water shall be supplied and discharged.

4.4.3 *Meter of Temporary Water Supply*

Temporary water supply consumption shall be metered if possible, or otherwise estimated, and the water and sewer services billed at the rates prescribed by the Corporation through by-law adopted from time to time.

4.5 *Temporary Use of Fire Hydrants – Other than Fire Purposes*

4.5.1 *Usage of Fire Hydrants as Temporary Source of Water Supply*

Notwithstanding any other requirements of this Schedule, municipal and private fire hydrants may be used as a temporary source of water supply where no other permanent source is available, if first approved in writing by the Director of Public Works.

4.5.2 *Director of Public Works to Approve Temporary Source of Water Supply*

Municipal and private fire hydrants may be used for municipal purposes such as street flushing, street sweeping, and road, water and sewer construction provided approval is obtained from the Director of Public Works.

4.5.3 *Metering of Temporary Water Use of Fire Hydrants*

With the exception of the uses outlined in Subsection 4.3 and 4.5.2, any water taken from a municipal or private fire hydrant shall be metered, unless otherwise approved by the Director of Public Works in writing. Upon payment of the required fees by the applicant and issuance of a permit, the Corporation shall supply and install all equipment including valves, meter, meter locking device, and backflow prevention device. The applicant is liable for all damages. The fees payable

shall include the permit application fee, installation and removal costs and fee, and deposit fee.

4.5.4 Corporation's Right to Cancel Permit

The Corporation may cancel the permit for the temporary use of a municipal or private fire hydrant at any time if the use of the fire hydrant interferes with fire protection or supply of water to other Customers.

4.6 Thawing of Frozen Private Pipes and Hydrants

4.6.1 Thawing

No person shall undertake the thawing of any main, or pipe or municipal water lateral, valve or municipal fire hydrant of the Water Works except with the prior approval and direction of the Director of Public Works.

4.6.2 Private Pipes and Hydrants

The thawing of frozen private water laterals, private mains, and private hydrants shall be undertaken only on the prior approval and at the direction of the Director of Public Works, to the Corporation's meter (if present), or to the first shut off valve in the building. Thawing shall only be carried out at the request of the Owner and at the Owner's risk and at the fee prescribed by the Corporation through by-law adoption from time to time.

4.6.3 Creation of an Unacceptable Hazard

Thawing operations shall not be undertaken by anyone when, in the opinion of the Director of Public Works, such action presents an unacceptable hazard.

Part 5 – Water Rates and Meters

5.1 Water Rates

All Residential, Industrial, Commercial and Institutional premises that have a Water Service Connection to the Municipal Water Works, is subject to a flat water rate at the fee prescribed by the Corporation through by-law adoption from time to time. In addition to the flat water rate, each property and/or premise which is metered will pay a fee on a per cubic meter basis over and above a prescribed cubic meter amount as determined by the Director of Public Works and defined and adopted through by-law from time to time.

5.2 Properties to be metered

The properties to be metered shall include but are not limited to Industrial, Institutional and high water users in the Commercial sectors as determined by the Director of Public Works.

5.3 Supply of Meters by the Corporation

All water supplied by the Corporation in where water meters are installed, except for the purposes set out in Subsection 4.3, 4.4, and 4.5.2 shall pass through a meter approved by the Corporation. The cost of providing the meter including installation shall be paid by the Corporation. The Owner shall pay a

rental charge as defined and adopted through by-law from time to time.

5.4 Unit Requirements and Location of Meter

At every premise within which a meter must be installed, the Owner shall provide space and access for such meter in a location approved by the Corporation. The location shall be as close as is practical to the point where the service enters the building, shall be accessible at all times for reading, inspection, maintenance, repair, testing, modification and replacement by the Corporation in accordance with current standards and specifications. The Corporation shall not be responsible for any restoration resulting from access being provided for the installation of meters.

5.5 Meter Chamber Requirements

When the location of the meter cannot be provided by the Owner within the premises to the satisfaction of the Corporation, the water meter shall be placed in a meter chamber, the location and construction of which shall be approved by the Corporation and the cost of which is paid by the Owner.

5.6 Size of Meter

Where private water laterals exceed 40 metres or where a private water lateral services more than one building or premises or water usage source or a private water distribution system or private hydrant; the meter shall be installed in a meter chamber at or near the property line at the Owner's expense, except as otherwise approved in writing by the Director of Public Works.

5.7 Corporation to Approve Meter and Installation

No meter or meter chamber shall be installed unless the Corporation has first approved the size, type and make of any meter, the manner of its installation and all matters relating to the required piping and other appurtenances associated therewith.

5.8 Meter By-pass

No meter by-pass shall be installed unless otherwise approved in writing by the Director of Public Works. All meter by-passes shall be shut off by a valve and the valve sealed. The use of an authorized meter by-pass must be approved in advance, in writing, by the Director of Public Works.

5.9 Ownership and Maintenance of Meter

The Corporation shall assume ownership and maintenance for all water meters installed to the satisfaction of the Corporation. If a meter is mechanically defective, the cost of meter repairs shall be borne by the Corporation. If the meter is damaged by freezing, the carelessness, wilful act, or neglect of any person other than an employee or agent of the Corporation, the Owner shall pay to the Corporation the cost of making a necessary repair or replacement to such meter. All such costs may be paid directly to the Corporation, or if not so paid, added to the water bill.

5.10 Meter Failure

The Owner will be charged for all water registered on a meter over and above a prescribed cubic meter amount as determined by the Director of Public Works and defined and adopted through by-law from time to time. If a meter fails to register properly, the Owner will be charged for the average consumption for the pertinent period as determined by the Corporation on the basis of prior consumption records up until a new or repaired meter is installed. Where no prior reliable record is available, usage shall be

monitored for a representative period of time determined by the Corporation and charges established based on usage during that period.

5.11 Relocation of Meter

When a request is made by an Owner for the relocation of a meter or the downsizing or upsizing of a meter, the relocation or change over shall be subject to approval by the Director of Public Works and the cost of such shall be the sole responsibility of the Owner.

When a request is made by the Corporation for the relocation of a meter or the downsizing or upsizing of a meter, the relocation or change over shall be the responsibility of the Corporation.

5.12 Owner to Provide Access

Upon reasonable notice, any Owner shall provide access to the Director of Public Works and/or a designated person of the Corporation for the purpose of installing, inspecting, reading, maintaining, repairing, modifying or replacing a water meter and associated meter reading apparatus.

5.13 Breaking of Seal

The Corporation shall have the right to seal any meter and associated by-pass at any reasonable time, and no person shall break or damage any seal attached to any meter or by-pass. If any such seal has become broken or damaged from any cause, the Owner shall forthwith report the breakage or damage to the Director of Public Works who shall cause the same to be resealed.

Part 6 – Fire Use

6.1 Exceptions to Open or Operate any Hydrant or Valve

No person shall open or operate any fire hydrant or valve or any other appurtenance of the Water Works except an authorized employee of the Corporation during performance of duty.

6.2 Interference, Obstruction and Concealment

No person shall in any way interfere with, obstruct or conceal or prevent access to any municipal or private fire hydrant, valve, meter or appurtenance.

6.3 Water Taking from Un-Metered Water Service

Without the authorization of the Director of Public Works, no person shall take water from an un-metered water service installed for the purposes of fire protection, except for fire protection or preauthorized system testing.

6.4 Shut Off Valve and Restrictions on Equipment

No person shall attach any equipment for fire protection in a building to the Water Works system without the prior written approval of the Corporation. The piping for any such equipment shall be entirely separate from the piping used for any other purpose in the building and shall be equipped with a shut off valve located inside the building which shut off valve shall be sealed and under the exclusive control of the Corporation.

6.5 *Breaking of Seal*

No person shall break any seal attached to any equipment or appurtenances for fire protection except for the purpose of using water for fire extinction. Any occupant of the premises in which such seal has been broken shall forthwith report the breaking to the Director of Public Works who shall cause the same to be resealed.

6.6 *Installation of a Separate Fire Meter on a Fire Line*

The Corporation may require the installation of a separate water meter or fire meter on a fire line, in which case the cost of the supply, installation and maintenance thereof shall be borne by the Owner of the property of the building being serviced by such equipment. The main supply of water may be discontinued until the required meter is installed on the fire line so being served to the satisfaction of the Director of Public Works.

Part 7 – Prohibitions, Enforcement and Penalties

7.1 *Damage to or Interference with Water Works*

Every person who:

- (i) throws or deposits any injurious, noxious, or offensive material into the water or Water Works, or on the ice if the water is frozen, or in any way fouls the water, or commits any wilful damage or injury to the Water Works, or water, or encourages the same to be done; or
- (ii) wilfully removes, destroys, damages, fraudulently alters or in any way injures any main, water service connection, conduit, valve, hydrant, or other appurtenance or apparatus or thing belonging to the Corporation's Water Works;

is guilty of an offence and on conviction is liable to a fine, exclusive of costs, to the use of the Corporation, and is also liable for all damages occasioned thereby, which are recoverable under the *Municipal Act, 2001*, or provisions of the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33, as amended.

7.2 *Interference with or Damage to a Water Meter*

Every person who wilfully or maliciously removes or damages or causes or knowingly suffers to be removed or damaged any water meter, or associated apparatus thereof, belonging to the Corporation, or wilfully impairs or knowingly suffers the same to be altered or impaired, so that the water meter indicates less than the actual amount of the water that passes through it, including the unauthorized use of a meter by-pass, is guilty of an offence and on conviction is liable to a fine, exclusive of costs, to the use of the Corporation, and for any expenses of repairing or replacing the water meter, or associated apparatus thereof, plus the value of the unmetered water so consumed, all of which is recoverable under the *Municipal Act, 2001*, or the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33, as amended.

7.3 Prohibitions and Other Offences

Every person who:

- (i) fails to construct a private water lateral, private distribution system or to install a private hydrant in conformance with Corporation approved Standards;
- (ii) having been given appropriate and adequate notice, fails to provide access for the purposes of inspecting and ensuring compliance with this Schedule, including access to private distribution systems and/or hydrants;
- (iii) having been given appropriate and adequate notice, fails to provide access for the purpose of the installation, inspection, maintenance, repair, modification or replacement to a water meter or a valve or backflow prevention devices or hydrant and associated pipes and appurtenances; including those forming part of a private water distribution system or private hydrant system;
- (iv) fails to inspect and maintain a private water distribution system, or private hydrant, in conformance with Corporation approved Standards, and/or fails to supply an annual report on the inspection upon request, as required by this Schedule;
- (v) wilfully hinders or interrupts, or causes or procures to be hindered or interrupted, the Corporation or any of its officers, contractors, agents, servants or workers, in the exercise of any of the powers conferred by this Schedule;
- (vi) wilfully or negligently lets off or discharges water so that the water runs waste or useless out of the Water Works;
- (vii) without lawful authority, tampers with, operates, uses, opens or closes a fire hydrant, including a private fire hydrant, other than for fire fighting purposes;
- (viii) alters the approved colour scheme of any fire hydrant including private fire hydrants;
- (ix) without lawful authority, manipulates, opens or closes any valve of the Water Works or a private water distribution system;
- (x) obstructs or fails to ensure or provide the free access to any hydrant, valve, meter, remote reader, or meter chamber; of the Water Works, private water lateral or private distribution system;
- (xi) without a permit, lays, or causes to be laid, any pipe or main to connect with any pipe or main of the Water Works;
- (xii) fails to inform the Director of Public Works that installation of a private water lateral or private water distribution system, or private hydrant installation, is available for inspection;
- (xiii) connects a private water lateral, a private water distribution system, or private hydrant, to the Water Works prior to disinfection and inspection;
- (xiv) made or caused to be made or permitted a pipe connection to a private water lateral or private distribution system other than on the outlet side of a Corporation meter;
- (xv) without approval, wilfully consumes water from the Water Works and/or wilfully consumes water that is not being registered through a Corporation meter where installed, or fails to report the taking and/or consumption of water from the Water Works as may be required by the Corporation or under the terms of this Schedule;
- (xvi) has an unauthorized meter by-pass in place capable of lessening or altering the amount of water registered;

- (xvii) removes, alters or tampers with any seal placed upon a meter, valve or by-pass;
- (xviii) without lawful authority uses water from a fire service for purposes other than fire fighting;
- (xix) fails to obtain a water connection permit as set out in this Schedule;
- (xx) except as authorized by this Schedule, fails to provide a place for and install a Corporation meter and/or remote reader in conformance with the Corporation's Standards;
- (xxi) fails to adequately protect from damage, including from freezing, a Corporation meter and/or remote reader;
- (xxii) backfills a private water lateral trench, or a private water distribution system trench, or a corporation or private hydrant connection trench without prior approval;
- (xxiii) turns off or on or interferes with a private water lateral or a private water distribution system without the approval of the Director of Public Works;
- (xxiv) fails to provide written notification that a private water lateral, or a private water distribution system connection, or a private hydrant connection has been disconnected;
- (xxv) blanks or caps, or causes or permits to be blanked or capped, any private water lateral or private distribution system connection, or private hydrant connection, without prior approval;
- (xxvi) fails to provide excavation, backfill and reinstatement to enable the blanking or capping of a private water lateral, or a private distribution system connection, or a private hydrant connection as required by this Schedule;
- (xxvii) has, creates, or permits or causes to be created a cross-connection;
- (xxviii) operates or permits to be operated any Corporation or private fire hydrant without an approved cut-off valve and backflow prevention devices;
- (xxix) fails to obey and conform to the water use restrictions imposed by Council, or temporary water use restrictions imposed by the Director of Public Works;
- (xxx) undertakes or permits to be undertaken, thawing operations of any section or part of the Water Works, or to private lateral or private distribution systems, or any hydrants, without the prior approval of the Director of Public Works; and/or
- (xxxi) fails to repair a leak in a private water lateral within seven (7) days of notice.

is guilty of an offence, and on conviction is liable to a fine, exclusive of costs, to the use of the Corporation, pursuant to the provisions of the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33, as amended.

7.4 Enforcement and Penalties

7.4.1 Contravention of By-law

Except as otherwise provided in this Schedule, and except as otherwise provided in the *Municipal Act* 2001, as amended, any person or persons who contravenes the provisions of this Schedule is guilty of an offence and on conviction is liable at the discretion of the presiding Justice of the Peace or Judge of the Ontario Court, Provincial Division, or other relevant Justice or Judge or Court, to a fine, exclusive of costs, for each offence, to the use of the Corporation, pursuant to the provisions of the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33 and amendments thereto.

7.4.2 Guilty of Contravention of By-law

Every person who contravenes Part 7, Subsections 7.1, 7.2 or 7.3 of this Schedule is liable to the set fines established under Appendix "1" annexed hereto as amended from time to time.

7.4.3 Notice of Violation

Any person found to be in contravention of this Schedule, shall be issued a notice of such violation. Every such person may, within seventy-two (72) hours of the time when such notice was issued, pay at the City of Temiskaming Shores Municipal Offices the set fine or fines for and in full satisfaction of such violation as set out in Appendix "1" annexed hereto. The failure of such person to pay the said set fine or fines as set forth in Appendix "1" hereto, subjects him or her to the penalties hereinbefore provided for the violation of the provisions of this Schedule, and at the discretion of the Corporation, water supply to said person may be discontinued. Unpaid set fines shall be added to the Owner's next water billing.

7.4.4 Set Fines

The set fines described herein shall come into force and effect upon receipt of the Judge's Order from the Ministry of the Attorney General.

7.4.5 Enforcement

This Schedule shall be enforced by:

- (i) Public Works Environmental Superintendent;
- (ii) the Municipal By-Law Enforcement Officers;
- (iii) the Chief Building Official; or
- (iv) the Building and Planning Inspectors

of the Corporation of the City of Temiskaming Shores, as appropriate.

7.4.6 Court Order

The court in which the conviction has been entered, and any court of competent jurisdiction thereafter, may make an order prohibiting the continuation or repetition of the offence by the person convicted, and such order shall be in addition to any other penalty imposed on the person convicted.

7.4.7 Liability to Corporation

Every person who, by act, default, neglect or omission, occasions any loss, damage or injury to the Water Works, or to any machinery, fitting or appurtenance thereof is liable to the Corporation therefore.

7.4.8 Corporation's Rights and Powers

No action or proceeding under the provisions of this Schedule shall preclude the Corporation from the right and power to exercise any other right or remedy available to the Corporation.

7.5 Recovery of Revenue Losses

7.5.1 Entitlement to Revenue Recovery

In addition to the remedies provided under this Schedule, the Corporation shall be entitled to recover from the Owner and/or Customer any loss of water or sewer revenues which have resulted from any violation of the provisions of this Schedule, whether or not the violation was committed wilfully or knowingly or unknowingly.

7.5.2 Amount of Revenue Recovery

The amount of revenue recovery shall be determined by the Treasurer in consultation with the Director of Public Works and/or Chief Building Official as appropriate based on the evidence provided as follows:

- (i) the estimated length of time over which the offence occurred and revenue was lost;
- (ii) the estimated amount of water usage and/or sewer discharge over that period; and
- (iii) the applicable water and sewer rates over that period as established by Corporation by-law.

7.5.3 Appeal of Revenue Recovery

An appeal of the revenue amount to be recovered as determined by the Treasurer under Subsections 7.5.1 and 7.5.2 may be made in writing to Council.

Part 8 – Miscellaneous

8.1 Act Provisions

The pertinent provisions of the *Municipal Act 2001*, the *Safe Drinking Water Act*, the *Ontario Water Resources Act*, the *Building Code Act*, the *Fire Protection and Prevention Act*, the Ontario Building Code, and the Ontario Fire Code and amendments thereto apply with necessary modifications to this Schedule.

8.2 Partial Invalidity

If any provision of this Schedule application thereof shall to any extent be invalid or unenforceable, the remainder of the Schedule and/or the application of such provision to the circumstances other than those to which it is held invalid or unenforceable shall not be affected thereby; and each provision of this Schedule shall be separately valid and enforceable to the fullest extent permitted by law.

8.3 Conflict of Provisions

In the event of a conflict between this Schedule and the provisions of any other by-law or statute, the provisions that are the most restrictive shall prevail.

Part I – Provincial Offences Act
Offences and Set Fines

Item #	<u>Column 1</u> ⁽¹⁾	<u>Column 2</u> ⁽²⁾	<u>Column 3</u> ^{(3) (4)}
	Short Form Wording	Provision Creating or Defining Offence	Set Fine
1	Fails to construct a private water lateral, private distribution system, private hydrant in conformity.	Sch. A s. 7.3 (i)	\$125
2	Upon notice, fails to provide access for inspection to ensure compliance with this Schedule	Sch. A s. 7.3 (ii)	\$125
3	Upon notice, fails to provide access to Install, inspect, maintain, repair water meter, valve, backflow device or hydrant.	Sch. A s. 7.3 (iii)	\$125
4	Fails to inspect and maintain private water system, private hydrant in accordance to standards or fails to supply an annual report on the inspection upon request.	Sch. A s. 7.3 (iv)	\$125
5	Hinders or interrupts officers, contractors, agents servants or workers of the Corporation.	Sch. A s. 7.3 (v)	\$125
6	Negligently discharges water so that water runs waste or useless out of the Water Works.	Sch. A s. 7.3 (vi)	\$125
7	Without authority, tampers with, operates, uses, opens or closes a fire hydrant, including a private hydrant other than for fire fighting purposes.	Sch. A s. 7.3 (vii)	\$125
8	Alters colour scheme of any fire hydrant including private hydrants	Sch. A s. 7.3 (viii)	\$125
9	Without authority manipulates, opens or closes any valve of the Water Works or a private water distribution system.	Sch. A s. 7.3 (ix)	\$125
10	Fails to ensure free access to any hydrant, valve, meter, remote reader, or meter chamber of the Water Works, private lateral or private distribution system.	Sch. A s. 7.3 (x)	\$125
11	Without a permit, lays or causes to be laid, any pipe or main to connect with any pipe or main of the Water Works	Sch. A s. 7.3 (xi)	\$125
12	Fails to inform the Director of Public Works that installation of a private water lateral or private water distribution system, or private hydrant installation, is available for inspection.	Sch. A s. 7.3 (xii)	\$125
13	Connects a private water lateral, a private water distribution system, or private hydrant to the Water Works prior to disinfection and inspection.	Sch. A s. 7.3 (xiii)	\$125
14	Makes or permits a pipe connection to a private water lateral or private distribution system other than on the outlet side of a Corporation meter.	Sch. A s. 7.3 (xiv)	\$125
15	Without approval, consumes water that is not being registered through a Corporation meter where installed, or fails to report the taking and/or consumption as may be required under this Schedule	Sch. A s. 7.3 (xv)	\$125
16	Has an unauthorized meter by-pass capable of lessening or altering the amount of water registered	Sch. A s. 7.3 (xvi)	\$125

Notes:

- (1) The general offences and penalty provisions for the offences listed above are set out in Subsection 7.1 to 7.5 of Schedule "A" to by-law No. 2016-083, dated June 21, 2016, a certified true copy of which has been filed.
- (2) Column 2 lists the specific subsections of Section 7, Schedule "A" to By-law No. 2016-083 creating and defining the offence.
- (3) The set fines include court costs.
- (4) Recovery of damages and losses including recovery of revenue losses is in addition to the set fines.

Item #	<u>Column 1</u> ⁽¹⁾	<u>Column 2</u> ⁽²⁾	<u>Column 3</u> ⁽³⁾⁽⁴⁾
	Short Form Wording	Provision Creating or Defining Offence	Set Fine
17	Removes, alters or tampers with any seal placed upon a meter, valve or by-pass	Sch. A s. 7.3 (xvii)	\$125
18	Without lawful authority uses water from a fire service for purposes other than fire fighting.	Sch. A s. 7.3 (xviii)	\$125
19	Fails to obtain a water connection permit as set out this Schedule.	Sch. A s. 7.3 (xix)	\$125
20	Fails to provide a place for and install a Corporation meter and/or remote reader in conformance with the Corporation's standards.	Sch. A s. 7.3 (xx)	\$125
21	Fails to adequately protect from damage, including freezing, a Corporation meter and/or remote reader.	Sch. A s. 7.3 (xxi)	\$125
22	Backfills a private water lateral trench, or a private water distribution system trench, or a corporation or private hydrant connection trench without prior approval.	Sch. A s.7.3 (xxii)	\$125
23	Turns off or on or interferes with a private water lateral or a private water distribution system without the approval of the Director of Public Works.	Sch. A s. 7.3 (xxiii)	\$125
24	Fails to provide written notice that private water lateral, private water distribution system connection or private hydrant connection has been disconnected.	Sch. A s. 7.3 (xxiv)	\$125
25	Blanks or caps any private water lateral, private distribution system connection or private hydrant connection without prior approval.	Sch. A s. 7.3 (xxv)	\$125
26	Fails to provide excavation, backfill and reinstatement to enable blanking or capping of private water lateral, private distribution system connection or private hydrant as required by this Schedule.	Sch. A s. 7.3 (xxvi)	\$125
27	Has, creates, or permits or causes to be created a cross-connection.	Sch. A s. 7.3 (xxvii)	\$125
28	Operates or permits to be operated any Corporation or private fire hydrant without an approved cut-off valve and backflow prevention device	Sch. A s. 7.3 (xxviii)	\$125
29	Fails to obey and conform to the water use restrictions imposed by Council, or temporary water use restrictions imposed by the Director of Public Works.	Sch. A s. 7.3 (xxix)	\$125
30	Undertakes or permits to be undertaken, thawing operations of any section or part of the Water Works, or to private lateral, private distribution system or any hydrant without prior approval of the Director of Public Works.	Sch. A s. 7.3 (xxx)	\$125
31	Fails to repair a leak in a private water lateral within seven (7) days of notice.	Sch. A s. 7.3 (xxxi)	\$125

Note: The general penalty provisions for the offences above is Schedule A Section 7.4 of By-law No. 2016-083, a certified copy of which has been filed.

Notes:

- ⁽¹⁾ The general offences and penalty provisions for the offences listed above are set out in Subsection 7.1 to 7.5 of Schedule "A" to by-law No. 2016-083, dated June 21, 2016, a certified true copy of which has been filed.
- ⁽²⁾ Column 2 lists the specific subsections of Section 7, Schedule "A" to By-law No. 2016-083 creating and defining the offence.
- ⁽³⁾ The set fines include court costs.
- ⁽⁴⁾ Recovery of damages and losses including recovery of revenue losses is in addition to the set fines.

The Corporation of the City of Temiskaming Shores

By-law No. 2016-115

**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 June 21, 2016**

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

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

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

And whereas it is the desire of the Council of The Corporation of the City of Temiskaming Shores to confirm proceedings and By-laws;

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

1. That the actions of the Council at its Regular meeting held on **June 21, 2016** with respect to each recommendation, by-law and resolution and other action passed and taken or direction given by Council at its said meeting, is, except where the prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.
2. That the Mayor, or in his absence the presiding officer of Council, and the proper officials of the municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Mayor, or in his absence the presiding officer, and the Clerk are hereby directed to execute all documents required by statute to be executed by them, as may be necessary in that behalf and to affix the corporate seal of the municipality to all such documents.

Read a first, second and third time and finally passed this 21st day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen