



**The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, October 17, 2023 – 6:00 p.m.
City Hall – Council Chambers – 325 Farr Drive**

Agenda

1. **Land Acknowledgement**

2. **Call to Order**

3. **Roll Call**

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

5. **Approval of Agenda**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

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

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

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

None

8. Review and adoption of Council Minutes

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

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

- a) Regular Council Meeting – September 19, 2023; and
- b) Committee of the Whole Meeting - October 3, 2023.

9. Presentations / Delegations

- a) Jon D'Alessandro, Community Network Partners Inc.

Re: Highspeed Internet Access/ Fibre Optic Internet

- b) Jacob Hanlon, Municipal Program Coordinator, Food Cycle Science Corporation

Re: Food Waste Diversion Program

- c) Steve Acland, Kemp, Elliott and Blair, LLP and Stephanie Leveille, Treasurer

Re: 2022 Audited Financial Statements

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt and approves the 2022 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 provide public notice that a copy of the 2022 Consolidated Financial Statements are available at City Hall and on the City's website in accordance with Section 295 of the Municipal Act, 2001.

10. Correspondence/ Communications

- a) Hydro One Networks Inc. Forestry Services

Re: 2024 Vegetation Maintenance Program, August 2023

Reference: Received for Information

- b) Office of the Fire Marshal Communique

Re: Interpretation of s. 6(3) of the Fire Protection and Prevention Act, 2023-09-06

Reference: Received for Information

- c) Nerissa Doy and Matthew Krul, Residents

Re: Application to Purchase Municipal Land, 2023-09-18

Reference: Referred to the Clerk to process in accordance with By-law No. 2015-160, Policy for the Disposal of Real Property

- d) Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)

Re: Local Government Week, October 15-21, 2023

Reference: Proclamation presented under Section 14 – New Business

- e) District of Timiskaming Social Services Administration Board (DTSSAB)

Re: DTSSAB Quarterly Report, Q2 – 2023, April 1st to June 30th

Reference: Received for Information

- f) Northern Ontario Service Deliverers Association (NOSDA)
Re: NOSDA 2023 Annual General Meeting
Reference: Received for Information

- g) Sherri Edgar, Municipal Clerk - Town of Midland
Re: Resolution for Support – “Catch and Release” Justice in Ontario, 2023-09-08
Reference: Received for Information

- h) Brian Smith, Mayor - Town of Wasaga Beach
Re: Resolution for Support – Illegal Car Rallies, 2023-09-28
Reference: Received for Information

- i) Jill Vienneau, Assistant Deputy Minister – Infrastructure Programs and Projects Division
Re: Administrative Penalties Regulation under the Building Broadband Faster Act, 2021 (BBFA), 2023-10-06
Reference: Received for Information

- j) Phil Whitton, Superintendent – Commander Municipal Policing Bureau (OPP)
Re: 2024 Annual Billing Statement
Reference: Referred to the Treasurer and Police Services Board

- k) Earlton-Timiskaming Regional Airport Authority (ETRAA)
Re: Manager Reports for the Months of May to August 2023
Reference: Received for Information

l) Earlton-Timiskaming Regional Airport Authority (ETRAA)

Re: Financials for the months of May to August 2023

Reference: Received for Information

m) Sic Sox Circular Ltd.

Re: Indigenous Startup Company – Textile Recycling Program

Reference: Referred to the Manager of Environmental Services

n) Catherine Fife, Waterloo MPP and Finance & Treasury Board Critic

Re: Requesting Support for Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022

Reference: Received for Information

o) Temiskaming Shores Public Library Board

Re: Support Resolution – Improvement of Provincial Funding to Public Libraries

Reference: Motion presented under Section 14 – New Business

p) Board of Health for the Timiskaming Health Unit

Re: Support Resolution – Municipal Expense Allocation, 2023-10-13

Reference: Motion presented under Section 14 – New Business

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

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

11. Committees of Council – Community and Regional

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

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

- a) Minutes of the Committee of the Adjustment meeting held on July 26, 2023;
- b) Minutes of the Earleton-Timiskaming Regional Airport Authority (ETRAA) meeting held on May 18, 2023; and
- c) Minutes from the Temiskaming Shores Public Library Board meeting held on June 28, 2023.

12. Reports by Members of Council

13. Notice of Motions

14. New Business

- a) **Vision Zero Road Safety Charter (Notice of Motion from Councillor Wilson from the September 19, 2023 Regular Council Meeting)**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Whereas the principles of Vision Zero were first implemented in Sweden in 1997 and these principles are based on safe system road design, and many other jurisdictions around the world and across Canada have adopted Vision Zero including the Netherlands, Ireland, Norway, Denmark, Australia, New Zealand, Montreal, Edmonton, Toronto, Kingston among many others; and

Whereas it is inevitable that humans will make mistakes when using the road network, and safe system design principles reduce the kinetic energy or crashes that occur when these mistakes are made, and thereby drastically increase the chance of survival for those involved in a crash; and

Whereas Council for the City of Temiskaming Shores supports the fundamental message of Vision Zero: fatalities and serious injuries on our roads are unacceptable and preventable, and efforts must be taken to reduce traffic-related deaths and injuries to ZERO; and

Whereas safe roads and streets are a vital component of a livable and successful community; and

Whereas Vision Zero is a strategy supported by Safe Systems policies to eliminate traffic fatalities and serious injuries while increasing safety, health and equitable mobility for all road users.

Therefore, be it resolved that Council for the City of Temiskaming Shores directs staff to investigate the development of a Vision Zero Road Safety Charter (Action Plan), to guide the design and management of a safe transportation network, with the goal of making City roads and streets safer for all road users; and

Further that staff present their findings in an administrative report at future Committee of the Whole meeting for Council consideration.

b) **Township of Matachewan - Resolution of Support - Legislation to Strengthen Municipal Codes of Conduct and Compliance (Correspondence from the September 19, 2023 Regular Council Meeting)**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Whereas the Council for the Township of Matachewan adopted a resolution regarding legislation to strengthen municipal codes of conduct and compliance, at their regular meeting on August 16, 2023; and

Whereas all Ontarians deserve and expect a safe and respectful workplace; and

Whereas municipal governments, as democratic institutions, directly engage with Ontarians and need respectful discourse; and

Whereas several incidents in recent years of disrespectful behaviour and workplace harassment have occurred amongst members of municipal councils; and

Whereas these incidents seriously and negatively affect the people involved and lower public perceptions of local governments; and

Whereas municipal Codes of Conduct are helpful tools to set expectations of council member behaviour; and

Whereas municipal governments do not have the necessary tools to adequately enforce compliance with municipal Codes of Conduct,

Be it resolved that Council for the City of Temiskaming shores supports the Township of Matachewan's call to the Association of Municipalities of Ontario, for the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and associated compliance in consultation with municipal governments; and

That the legislation encompass the Association of Municipalities of Ontario's recommendations for:

- Updating municipal Codes of Conduct to account for workplace safety and harassment;
- Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario;
- Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province;
- Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner; and
- Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office; and

That this legislation be prioritized for the fall of 2023 given the urgency of this issue; and

Further that this resolution be sent to the Premier of Ontario; the Minister of Municipal Affairs and Housing; the Associate Minister of Women's Social and Economic Opportunity; the MPP for Timiskaming-Cochrane; AMO; and the Township of Matachewan.

c) **The City of Clarence-Rockland - Resolution of Support - Third-party study of the Ottawa River (Correspondence from the September 19, 2023 Regular Council Meeting)**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Whereas the Council for the City of Clarence-Rockland adopted a resolution regarding a third-party study of the Ottawa River, at their regular meeting on July 12, 2023; and

Whereas the Ottawa River spring freshet period has been unstable over the last 7 years due to management challenges as a result of Climate Change and development occurring within its basin; and

Whereas major flooding has occurred in 2017, 2019 and 2023, impacting numerous residents and municipalities alike; and

Whereas Municipalities along the Ottawa River are concerned with the freshet period and the inability to manage the river, and its impacts to residents and municipalities; and

Whereas a comprehensive study must be undertaken to develop the appropriate management tools and practices to reduce the occurrences of flooding of the Ottawa River.

Be it resolved that Council for the City of Temiskaming Shores supports the City of Clarence-Rockland's petition to the Minister of Public Safety of Canada to conduct a third-party study of the Ottawa River and its tributaries and basins, to provide the Ottawa River Planning Board better tools to adapt the river to the influence of climate change and from the impact of development; and

That Council requests a cross-border consultation board representing the municipalities in support of this petition be created, to oversee the scope of work of the study and to provide input into proposed implementation options; and

Further that a copy of this resolution be sent to the Minister of Public Safety of Canada and the City of Clarence-Rockland.

d) **Proclamation – Local Government Week in Ontario (Correspondence Item No. 10 d.)**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Whereas October 15 to 21, 2023 is Local Government Week in Ontario, an opportunity to reflect on the vital services delivered by municipal governments; and

Whereas municipal governments play a vital role in helping to define the character, priorities, physical make up, and quality of life of communities across Ontario.

Be it resolved that Council for the City of Temiskaming Shores hereby acknowledges and celebrates the work of local municipalities by proclaiming October 15 to 21, 2023 as 'Local Government Week' in the City of Temiskaming Shores.

e) **Temiskaming Shores Public Library Board – Resolution of Support for the Improvement of Provincial Funding to Public Libraries (Correspondence Item No. 10 o.)**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Whereas the Temiskaming Shores Public Library Board adopted a resolution regarding improvement to provincial funding for public libraries at their meeting on September 28, 2023; and

Whereas public libraries provide valuable services to their own and surrounding communities, schools and indigenous neighbours and contribute to maintaining French language service and opportunities in Ontario Francophone communities; and

Whereas these services have expanded far beyond books and magazines, and include services such as study and meeting areas, proctoring exams, internet access, e-resources, technology help, literacy programs, lending of snowshoes, radon detectors, wifi hotspots, Ontario park passes, municipal pool passes, walking poles, board games, puzzles, CO₂ monitors, and other items of use; and

Whereas public libraries are increasingly called upon to provide nontraditional services such as being warming and cooling centres and partnering to provide community fridge and food bank amenities in the absence of these services being provided by government facilities with appropriate training and resources.

Be it resolved that Council for the City of Temiskaming Shores, supports the Temiskaming Shores Public Library Board's call on the Ontario Ministry of Tourism, Culture and Sport to work with the Ontario Ministries of Economic Development; Education; Finance; Francophone Affairs; Health; Indigenous Affairs; Job Creation and Trade; Public and Business Service Delivery; and Seniors and Accessibility, and the Federal Minister of Indigenous Affairs, to recognize each Ministry's benefits from library services and to implement a strong continuous funding program for library services; and

Further that a copy of this resolution be forwarded to the Federation of Northern Ontario Municipalities, the Temiskaming Municipal Association, the Ontario Library Service, the Federation of Ontario Public Libraries, the Ontario Library

Association, MPP John Vanthof, and the Honourable Patty Hajdu, Federal Minister of Indigenous Services.

f) **Board of Health of the Timiskaming Health Unit – Resolution of Support for the Municipal Expense Allocation Method (Correspondence Item No. 10 p.)**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Whereas the method of allocation for Board of Health expenses is governed by Ontario Regulation 489/97 under the Health Protection and Promotion Act; and

Whereas the Board of Health of the Timiskaming Health Unit currently uses the most recent enumeration conducted by the Municipal Property and Assessment Corporation (MPAC) to allocate expenses; and

Whereas the Board of Health of the Timiskaming Health Unit feels that changing the method of allocation to utilize the most recent Census conducted by Statistics Canada allows for a more accurate and equitable distribution of expenditures; and

Whereas any change in allocation method must be agreed to by all obligated municipalities.

Be it resolved that Council for the City of Temiskaming Shores supports the Board of Health of the Timiskaming Health Unit’s recommendation to move to a Census-based allocation for board of health expenditures, effective January 1, 2024; and

That the Census-based allocation method resulted in the total population of all the obligated municipalities in the health unit to increase by 3,867 people, which lowered the per capita rate from \$60.04 to \$52.03; and

Further that the City of Temiskaming Shores population would increase by 11 percent to 9,634, resulting in a 2023 Levy of \$501,275.

2022 MPAC Pop.	% of Pop	Per Capita Rate (\$)	2023 Levy (\$)	2021 Census Pop	% of Pop	Per Capita Rate (\$)	2023 Levy (\$)
8,671	34.49	60.04	520,572	9,634	33.21	52.03	501,275

g) Approval of Council Meeting Schedule – January 2024 to July 2024

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Whereas By-law 2023-022, as amended indicates that Committee of the Whole Meetings shall be held on the first Tuesday of each month commencing at 3:00 p.m. unless otherwise decided by Council; and

Whereas By-law 2023-022, as amended indicates that Regular Council Meetings shall be held on the third Tuesday of each month commencing at 6:00 p.m. unless otherwise decided by Council.

Now therefore be it resolved that Council does hereby confirm the following schedule of meetings for the months of January 2024 to July 2024:

Tuesday, January 16, 2024	Committee of the Whole Meeting followed immediately by the Regular Meeting
Tuesday, February 6, 2024	Committee of the Whole Meeting
Tuesday, February 20, 2024	Regular Meeting
Tuesday, March 5, 2024	Committee of the Whole Meeting
Tuesday, March 19, 2024	Regular Meeting
Tuesday, April 2, 2024	Committee of the Whole Meeting
Tuesday, April 16, 2024	Regular Meeting
Tuesday, May 7, 2024	Committee of the Whole Meeting
Tuesday, May 21, 2024	Regular Meeting
Tuesday, June 4, 2024	Committee of the Whole Meeting
Tuesday, June 18, 2024	Regular Meeting

h) Quarterly Capital – Budget Variance Report, Quarter 3

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of the Quarterly Capital Budget Variance Report – Quarter 3, for information purposes.

i) **Memo No. 027-2023-CS - Ontario Infrastructure and Lands Corporation (OILC) Application**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 027-2023-CS;

That Council directs the Treasurer to proceed with the application(s) to the OILC for capital works as approved in By-law No. 2021-082 (2021 Municipal Budget) and in By-law No. 2022-088 (2022 Municipal Budget); and

That Council directs the Treasurer to proceed with other applicable by-laws as per the OILC program being a funding agreement and debenture(s) as required for approved capital works.

j) **Administrative Report No. RS-023-2023 – Ontario Northland Transportation Commission (ONTC) Agency Agreement**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report RS-023-2023;

That Council provide the Director of Recreation with the delegated authority to enter into an agreement with the Ontario Northland Transportation Commission (ONTC), to provide an ONTC Agency at the Waterfront Pool and Fitness Centre; and

Further that Council be provided with the complete terms of the agreement for adoption through a By-law at a future meeting.

15. By-Laws

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that:

By-law No. 2023-106 Being a by-law to adopt the 2023-2024 Winter Operations Plan for the City of Temiskaming Shores

By-law No. 2023-107 Being a by-law to enter into a Conditional Contribution Agreement with the Northern Ontario Heritage Fund Corporation (NOHFC) for a replacement intern in the Energy and Climate Change Coordinator position (one-year)

By-law No. 2023-108 Being a by-law to enter into a three (3) year agreement with Georgia-Pacific LLC for an advertisement on the 2024 Olympia Ice Resurfacer at the Don Shepherdson Memorial Arena

By-law No. 2023-109 Being a By-law to adopt an agreement between the City of Temiskaming Shores and the Municipality of Temagami for Chief Building Official and Building Inspector Services

By-law No. 2023-110 Being a by-law for the assumption of a highway for public use within the City of Temiskaming Shores – Rivard Court

By-law No. 2023-111 A By-law to approve the submission of an application to the Ontario Infrastructure and Lands Corporation (“OILC”) for the long-term financing of certain capital work(s) of the Corporation of the City of Temiskaming Shores (the “municipality”); and to authorize the entering into of a rate offer letter agreement pursuant to which the Municipality will issue debentures to the OILC

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

16. Schedule of Council Meetings

- a) Committee of the Whole Meeting – November 7, 2023 starting at 3:00 p.m.
- b) Regular Council Meeting – November 21, 2023 starting at 6:00 p.m.

17. Question and Answer Period

18. Closed Session

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

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

- a) Adoption of the September 19, 2023 and the October 3, 2023 Closed Session Minutes; and
- b) Under Section 239 (2) (d) of the Municipal Act, 2001 – Labour relations or employee negotiations - Collective Agreement Negotiations.

19. Confirming By-law

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that By-law No. **2023-112** being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular meeting held on **October 17, 2023** be hereby introduced and given first, second, third and final reading; and be signed by the Mayor and Clerk and the Corporate Seal affixed thereto.

20. Adjournment

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

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



The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, September 19, 2023 – 6:00 p.m.
City Hall – Council Chambers – 325 Farr Drive

Minutes

1. Land Acknowledgement

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

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

2. Call to Order

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

3. Roll Call

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

Present: Amy Vickery, City Manager
Logan Belanger, Municipal Clerk
Shelly Zubyck, Director of Corporate Services
Mathew Bahm, Director of Recreation
Mitch McCrank, Manager of Transportation Services
Steve Langford, Fire Chief

Regrets: Councillor Melanie Ducharme

Media: 1

Members of the Public: 2

4. Review of Revisions or Deletions to Agenda

The Municipal Clerk commented that the Question and Answer Period section was moved to Item No. 17 on the agenda (before Closed Session).

5. Approval of Agenda

Resolution No. 2023-302

Moved by: Councillor Foley

Seconded by: Councillor Whalen

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

Carried

6. Disclosure of Pecuniary Interest and General Nature

None

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

None

8. Review and adoption of Council Minutes

Resolution No. 2023-303

Moved by: Councillor Whalen

Seconded by: Councillor Pelletier-Lavigne

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

- a) Committee of the Whole Meeting - August 8, 2023;
- b) Regular Council Meeting – August 8, 2023; and
- c) Committee of the Whole Meeting – September 5, 2023.

Carried

9. Presentations / Delegations

a) Barry Waitt, Resident

Re: New Liskeard Marina Property (199 Riverside Drive)

Mr. Waitt provided feedback on the potential disposition and use of 199 Riverside Drive (New Liskeard Marina property). He was pleased to see the Expression of Interest (EOI) released by the City had a leasing option included and an option to separate the 1.73 acre fenced area. It was noted that profit should not be the principal driver, but rather the public interest, as the sale of the property would represent a lost opportunity for future growth.

Mr. Waitt noted that ownership of the boardwalk is not enough to adequately address the public interest as it relates to the waterfront experience. While he would have liked to see development parameters before the EOI was released, he noted that it is not too late to indicate to the private sector the acceptable uses of the property, and commented that the City should focus on leasing the property.

Mr. Waitt discussed property development and noted that prior to finalizing any agreement, believes the City should initiate and complete a rezoning amendment to apply site-specific zoning to reflect the input of the community and the final decision of Council, and to amend the City's Official Plan designation if required.

Mr. Waitt recommended Council follow three-principles for the development of the property:

1. Limit land use to recreational uses or commercial uses that have an interactive public function;
2. Maintain open space for planning purposes; and
3. Establish a minimum setback of 15 meters from the waterfront.

Mr. Waitt thanked Mayor and Council and is looking forward to the final conclusion of the process, and presented a petition containing approximately 1,600 signatures.

Mayor Laferriere thanked Mr. Waitt for his presentation and invited comments or questions from members of Council.

Councillor Whalen appreciated the presentation and valid discussion, and commented that the City is gathering ideas on what to do with the property, while clarifying that a decision to sell has not been made. Councillor Whalen noted that Mr. Waitt comments will be taken into consideration, and hoped that these discussions would assist with the circulating speculation regarding the land.

10. Correspondence/ Communications

- a) The Honourable Todd Smith, Minister of Energy

Re: Powering Ontario's Growth (Ontario's Plan for a Clean Energy Future), 2023-07-10

Reference: Received for Information

- b) Timiskaming First Nation's 2023 Pow Wow Committee

Re: Thank you Letter

Reference: Received for Information

- c) Sherry Buffett, Resident

Re: Application to Purchase Municipal Land, 2023-08-08

Reference: Referred to the Clerk to process in accordance with By-law No. 2015-160, Policy for the Disposal of Real Property

- d) North on Tap Craft Beer Festival

Re: Media Release - Fifth Annual North on Tap Craft Beer Festival Raises \$94,000 for Community, 2023-08-14

Reference: Received for Information

- e) Minister of Municipal Affairs and Housing

Re: Building Faster Fund, 2023-08-22

Reference: Received for Information

- f) Municipal Property Assessment Corporation

Re: 2022 Post-Enumeration Report and Property Assessment Update

Reference: Received for Information

- g) The Municipality of St. Charles

Re: Resolution for Support – National Housing Strategy Initiatives, 2023-08-17

Reference: Received for Information

- h) Jennifer Keyes, Director for the Resources Planning and Development Policy Branch, Ministry of Natural Resources and Forestry

Re: Streamlining of Approvals under the Aggregate Resources Act and Supporting Policy

Reference: Received for Information

- i) Alison Gray, Clerk for the Township of Severn

Re: Resolution for Support - Just Transition Transfer

Reference: Received for Information

- j) Township of Matachewan

Re: Resolution for Support, Legislation to Strengthen Municipal Codes of Conduct and Compliance, 2023-08-16

Reference: Received for Information

Note: Councillor Wilson requested this item be returned for Council consideration.

- k) Dr. Charles Garder, President of the Association of Local Public Health Agencies

Re: Public Health Funding and Capacity Announcement, 2023-08-23

Reference: Received for Information

- l) Nick Tulpin, President, South Temiskaming ATV Club

Re: ATV Club in Temiskaming, 2023-08-25

Reference: Received for Information

- m) Dr. Glenn Corneil, Acting Medical Officer of Health, Timiskaming Health Unit

Re: Voluntary Merger of the Porcupine Health Unit and the Timiskaming Health Unit, 2023-08-30

Reference: Received for Information

- n) Timiskaming Health Unit

Re: Report to the Board of Health, Mid-Year Report January to June 2023

Reference: Received for Information

- o) Timiskaming Health Unit

Re: Board of Health Briefing Report, Ontario Vape Tax, 2023-09-06

Reference: Received for Information

- p) Stacy Wight, Board of Health Chair, Timiskaming Health Unit

Re: Universal, No-cost Coverage for all Prescription Contraceptive Options for all Ontarians, 2023-09-06

Reference: Received for Information

- q) The City of Clarence-Rockland

Re: Resolution of Support - Third-party study of the Ottawa River, 2023-09-07

Reference: Received for Information

Note: Councillor Wilson requested this item be returned for Council consideration with additional information.

- r) Bonnie Nistico-Dunk, Town Clerk, the Town of Grimsby

Re: Resolution of Support – Establishing a Guaranteed Livable Income, 2023-09-08

Reference: Received for Information

Note: Councillors Wilson and Pelletier-Lavigne requested this item be returned for Council consideration.

- s) The Federation of Northern Ontario Municipalities (FONOM)

Re: Resolution of Support – Northern Ontario School of Medicine’s Request for Permanent Increase in Annual Funding, 2023-09-10

Reference: Motion presented under New Business

- t) The Federation of Northern Ontario Municipalities (FONOM)

Re: Policy Documents presented in Delegations during the 2023 AMO Conference, 2023-09-12

Reference: Received for Information

Resolution No. 2023-304

Moved by: Councillor Foley

Seconded by: Councillor Wilson

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

Carried

11. Committees of Council – Community and Regional

Resolution No. 2023-305

Moved by: Councillor Graydon

Seconded by: Councillor Whalen

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

- a) Minutes of the Police Services Board meeting held on August 10, 2023;

- b) Draft minutes of the Temiskaming Transit Committee meeting held on June 15, 2023; and
- c) Minutes from the Timiskaming Health Unit's Board of Health meetings held on June 7, 2023 and on August 10, 2023.

Carried

12. Reports by Members of Council

- a) Councillor Danny Whalen

Re: Association of Municipalities of Ontario (AMO) 2023 Conference Report

Councillor Whalen reviewed the report submitted in the Council package, and noted that they met with the former Minister of Municipal Affairs and Housing regarding the Boreal Forest Medieval Villages, and hoped to connect with Minister Paul Calandra next week to ensure the matter remains at the forefront. Councillor Whalen also discussed that the Building Homes Faster fund will allocate a small portion to small rural and northern Ontario communities; however, was unsure how much this fund would impact Northern Ontario.

- b) Mayor Jeff Laferriere

Mayor Laferriere updated that Wayne Mckenzie from the Timiskaming First Nation will be hosting two training sessions on September 28, 2023 at City Hall for Members of Council and Staff, in advance of the National Day for Truth and Reconciliation.

13. Notice of Motions

- a) Councillor Mark Wilson

Re: Vision Zero Road Safety Charter

Whereas the principles of Vision Zero were first implemented in Sweden in 1997 and these principles are based on safe system road design, and many other jurisdictions around the world and across Canada have adopted Vision Zero including the Netherlands, Ireland, Norway, Denmark, Australia, New Zealand, Montreal, Edmonton, Toronto, Kingston among many others; and

Whereas it is inevitable that humans will make mistakes when using the road network, and safe system design principles reduce the kinetic energy of crashes

that occur when these mistakes are made, and thereby drastically increase the chance of survival for those involved in a crash; and

Whereas Council for the City of Temiskaming Shores supports the fundamental message of Vision Zero: fatalities and serious injuries on our roads are unacceptable and preventable, and efforts must be taken to reduce traffic-related deaths and injuries to ZERO; and

Whereas safe roads and streets are a vital component of a livable and successful community; and

Whereas Vision Zero is a strategy supported by Safe Systems policies to eliminate traffic fatalities and serious injuries while increasing safety, health and equitable mobility for all road users.

Therefore, be it resolved that Council for the City of Temiskaming Shores directs staff to investigate the development of a Vision Zero Road Safety Charter (Action Plan), to guide the design and management of a safe transportation network, with the goal of making City roads and streets safer for all road users; and

Further that staff present their findings in an administrative report at future Committee of the Whole meeting for Council consideration.

14. New Business

- a) **Fort Erie Resolution of Support - Controls on Airbnb, VRBO and Others which affect municipal rentals (Correspondence from August 8, 2023 Regular Council Meeting)**

Resolution No. 2023-306

Moved by: Councillor Whalen

Seconded by: Councillor Graydon

Whereas the Town of Fort Erie passed a resolution regarding Controls on Airbnb, VRBO and others which affect municipal rentals, at their regular Council meeting on July 24, 2023; and

Whereas global technology platforms such as Airbnb or VRBO were created to improve global access to rental opportunities, particularly those available for vacation or shorter-term business purposes; and

Whereas the impact of these “disruptive technologies” on rental markets has raised the following concerns in the past decade:

- Concentration of ownership and proliferation of landlord corporations with minimal interest in or accountability to local communities;
- Removal of housing stock from long-term rental markets with resulting increases in rents;
- Lack of control over occupancy (e.g. families vs. large groups of partygoers);
- Incidence of nuisance infractions (noise, garbage, parking); and

Whereas any reduction in the availability of long-term housing stock runs counter to the Province of Ontario's goal of 1.5 million additional homes in the next 10 years; and

Whereas growth in short-term rental markets may also have a negative impact on housing affordability for the seasonal workers who service tourist destinations or farming communities; and

Whereas implementing local/municipal restrictions through municipal law enforcement tools (licensing), and municipal planning tools (zoning by-law restrictions), may push demand to other communities; and

Whereas some platforms (e.g., Airbnb) are already working toward providing notice to owners about municipal regulations and licensing through a license number field; and

Whereas some jurisdictions (e.g., Quebec, Scotland) have acknowledged the limitations of local authorities/municipalities in controlling the impact of global technologies and have developed comprehensive regulatory frameworks; and
Whereas a comprehensive, consistent regulatory approach is likely to prove more effective in Ontario.

Now therefore be it resolved that Council for the City of Temiskaming Shores supports the Town of Fort Erie's request to the Government of Ontario to establish a regulatory framework requiring digital platforms such as Airbnb and VRBO to:

1. Require owners using the digital platforms to comply with municipal planning and licensing regulations;
2. Prevent advertising of properties that are not registered with the relevant municipality, and
3. Provide a contact with the platform to ensure ongoing and effective communications for provincial and municipal officials; and

That the Province of Ontario work with municipalities to address situations in which long-term housing stock has been lost to corporate ownership of short-term rental properties; and

Further that a copy of the resolution be forwarded to the Premier of Ontario (Hon. Doug Ford); the Minister of Municipal Affairs and Housing (Hon. Paul

Calandra); John Vanthof, MPP Timiskaming-Cochrane, the Association of Municipalities of Ontario (AMO), and the Town of Fort Erie.

Carried

b) The Federation of Northern Ontario Municipalities (FONOM) - Resolution of Support – Northern Ontario School of Medicine’s Request for Permanent Increase in Annual Funding (Correspondence Item No. 10 s.)

Resolution No. 2023-307

Moved by: Councillor Foley

Seconded by: Councillor Whalen

Whereas Council for the City of Temiskaming Shores recognizes the urgent need for physicians in Northern Ontario, as it is experiencing a shortage of trained physicians and specialist physicians; and

Whereas life expectancy of Northern residents is more than two years lower than the Ontario average, and mental health and addictions are at a four-times higher rate; and

Whereas one (1) in eight (8) Northern residents do not have access to a family doctor, and many must travel long distances to access healthcare services representing the failure of healthcare in Northern Ontario; and

Whereas communities in Northern Ontario require access to equitable health care, especially underserved rural, Indigenous, and Francophone communities; and

Whereas in April of 2022, the Government announced an unprecedented medical expansion for Northern School of Medicine (NOSM) University’s medical programs; and

Whereas the current base funding rates for the NOSM University have not been increased sufficiently to accommodate growth and expansion.

Be it resolved that the Council for the City of Temiskaming Shores strongly requests the provincial Government grant NOSM University’s request for a permanent increase in annual base funding by \$4.0 million before the end of this fiscal year, so it can continue to deliver on the mandate that the Conservative Government initially established in response to the needs of Northern municipalities; and

That a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario; the Honourable Sylvia Jones, Deputy Premier and Minister of Health; the Honourable Jill Dunlop, Minister of Colleges and Universities;

John Vanthof, MPP Timiskaming-Cochrane; the leaders of the opposition parties of Ontario; the Northern Ontario School of Medicine (NOSM) University; the Federation of Northern Ontario Municipalities (FONOM); the Association of Municipalities of Ontario (AMO); and the Northern Ontario Academic Medicine Association (NOAMA).

Carried

c) **Memo No. 022-2023-CS Enhanced Smoking and Vaping By-law**

Resolution No. 2023-308

Moved by: Councillor Foley

Seconded by: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 022-2023-CS; and

That Council refers the request from the Timiskaming Health Unit for enhanced smoking and vaping measures to the Community Safety Well Being Committee for discussion and consideration.

Carried

d) **Memo No. 023-2023-CS Land Sale Agreement with TIME Ltd.**

Resolution No. 2023-309

Moved by: Councillor Graydon

Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 023-2023-CS;

That Council approves the proposed amendments to Schedule B, the Property Development Agreement with TIME Ltd., to increase the building value per lot to \$400,000, and to increase the time to develop the property from three (3) years to five (5) years; and

Further that Council directs staff to prepare the necessary by-law to enter into an agreement with Temiskaming Industrial Mining Equipment Limited, including the proposed amendments to the Property Development Agreement, to complete the sale of City owned land legally described as: PLAN 54R5639 PT S ½ LT 6 CON 1 DYMOND PTS 2, 3, 4 and Part of PT 1, City of Temiskaming Shores for consideration at the September 19, 2023 Regular Council meeting.

Carried

e) **Memo No. 022-2023-PW Solid Waste Management By-law Amendment – Tipping Fee Schedule**

Resolution No. 2023-310

Moved by: Councillor Foley

Seconded by: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 022-2023-PW; and

That Council directs staff to prepare the necessary By-law to amend By-law No. 2015-128 (Solid Waste Management), for the replacement of the Tipping Fee Schedule in Appendix 03 with a new schedule including the addition of a clarifying note regarding the deposit of mixed waste categories, for consideration at the September 19, 2023, Regular Council Meeting.

Carried

f) **Administrative Report No. PW-022-2023 Purchase Agreement – Metrolinx/ Creative Carriage Transit Buses**

Resolution No. 2023-311

Moved by: Councillor Whalen

Seconded by: Councillor Graydon

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-022-2023; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with Creative Carriage Ltd. for the supply and delivery of two (2), 8-meter low floor transit buses within the Metrolinx Group Procurement Program, for a total upset limit of \$553,006.44 plus applicable taxes, for consideration at the September 19, 2023 Regular Council meeting.

Carried

15. By-Laws

Resolution No. 2023-312

Moved by: Councillor Wilson

Seconded by: Councillor Foley

Be it resolved that:

By-law No. 2023-099 Being a by-law to amend By-law No. 2022-185, as amended to appoint community representatives to

various Committees and Boards for the 2023-2026 Term of Council (Resignation of Suzanne Othmer)

- By-law No. 2023-100 Being a by-law to authorize the Sale of Land being a legally identified on PLAN 54R5639 PT S ½ LT 6 CON 1 DYMOND PTS 2, 3, 4 and Part of PT 1, to Temiskaming Industrial Mining Equipment Limited
- By-law No. 2023-101 Being a by-law to amend By-law No. 2015-128 to establish a system for the Collection and Disposal of Garbage, Recyclables and other refuse – Amended Tipping Fees
- By-law No. 2023-102 Being a by-law to enter into a Rental Agreement with Jade Equipment Company Ltd. for the supply and delivery of three (3) Rental Graders
- By-law No. 2023-103 Being a by-law to authorize a Purchase Agreement with Creative Carriage Ltd. for the supply and delivery of two (2), 8-meter low floor transit buses within the Metrolinx Group Procurement Program
- By-law No. 2023-104 Being a by-law to enter into a Lease Agreement with Smitty's Canteen / Michael Smith for the operation of the Shelley Herbert-Shea Memorial Arena Concession (September 22, 2023 to April 30, 2024)

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

Carried

16. Schedule of Council Meetings

- a) Committee of the Whole Meeting – October 3, 2023 starting at 3:00 p.m.
- b) Regular Council Meeting – October 17, 2023 starting at 6:00 p.m.

17. Question and Answer Period

None

18. Closed Session

Resolution No. 2023-313

Moved by: Councillor Whalen
Seconded by: Councillor Graydon

Be it resolved that Council agrees to convene in Closed Session at 7:00 p.m. to discuss the following matters:

- a) Adoption of the September 5, 2023 Closed Session Minutes;
- b) Under Section 239 (2) (c) of the Municipal Act, 2001 – proposed or pending acquisition or disposition of land by the municipality – 468 Georgina Avenue (Former Haileybury Fire Hall); and
- c) Under Section 239(2)(f) of the Municipal Act, 2001 – advice subject to solicitor-client privilege – Update.

Carried

Resolution No. 2023-314

Moved by: Councillor Wilson
Seconded by: Councillor Foley

Be it resolved that Council agrees to rise with report from Closed Session at 7:16 p.m.

Carried

Matters from Closed Session

Adoption of the September 5, 2023 Closed Session Minutes

Resolution No. 2023-315

Moved by: Councillor Whalen
Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council approves the following as printed:

- a) September 5, 2023 Closed Session Minutes.

Carried

Under Section 239 (2) (c) of the Municipal Act, 2001 – proposed or pending acquisition or disposition of land by the municipality – 468 Georgina Avenue (Former Haileybury Fire Hall)

Resolution No. 2023-316

Moved by: Councillor Wilson

Seconded by: Councillor Foley

Be it resolved that Council for the City of Temiskaming Shores hereby cancels CS-RFT-001-2023, in accordance with the Acceptance or Rejection of Tenders section in said document; and

Further that Council directs staff to list 468 Georgina Avenue (Former Haileybury Fire Hall) through a real estate firm, selected through a competitive process.

Carried

Under Section 239(2)(f) of the Municipal Act, 2001 – advice subject to solicitor-client privilege - Update

Staff provided Council with an update regarding a statement of claim.

19. Confirming By-law

Resolution No. 2023-317

Moved by: Councillor Graydon

Seconded by: Councillor Whalen

Be it resolved that By-law No. **2023-105** 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 **September 19, 2023**, be hereby introduced and given first, second, third and final reading; and be signed by the Mayor and Clerk and the Corporate Seal affixed thereto.

Carried

20. Adjournment

Resolution No. 2023-318

Moved by: Councillor Wilson

Seconded by: Councillor Foley

Be it resolved that Council hereby adjourns its meeting at 7:18 p.m.

Carried

Mayor

Clerk



**The Corporation of the City of Temiskaming Shores
Committee of the Whole
Tuesday, October 3, 2023 – 3:00 p.m.
City Hall – Council Chambers – 325 Farr Drive**

Minutes

1. Land Acknowledgement

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

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

2. Call to Order

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

3. Roll Call

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

Present: Amy Vickery, City Manager
Logan Belanger, Municipal Clerk
Shelly Zubyck, Director of Corporate Services
Mathew Bahm, Director of Recreation
Steve Burnett, Manager of Environmental Services
Mitch McCrank, Manager of Transportation Services
Steve Langford, Fire Chief

Regrets: Councillors Jesse Foley, Ian Graydon and Mark Wilson

Media: 2

Members of the Public: N/A

4. Review of Revisions or Deletions to the Agenda

None

5. Approval of the Agenda

Resolution No. 2023-319

Moved by: Councillor Whalen

Seconded by: Councillor Ducharme

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

Carried

6. Disclosure of Pecuniary Interest and General Nature

None

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

None

8. Public Works

a) Delegations/Communications

None

b) Administrative Reports

1. Memo No. 023-2023-PW – Environmental Services Operations Update

Resolution No. 2023-320

Moved by: Councillor Ducharme

Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 023-2023-PW for the Environmental Services Operations Update.

Carried

2. Memo No. 024-2023-PW – Transportation Services Operations Update

Resolution No. 2023-321

Moved by: Councillor Pelletier-Lavigne

Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 024-2023-PW for the Transportation Services Operations Update.

Carried

3. Administrative Report No. PW-023-2023 – 2023-2024 Winter Operations

Resolution No. 2023-322

Moved by: Councillor Whalen

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-023-2023;

That Council directs Staff to prepare the necessary by-law for the implementation of the 2023 – 2024 Winter Operations Plan, for consideration at the October 17, 2023 Regular Council meeting; and

That Council directs the Manager of Transportation Services to advise staff in the Public Works Department of the intent to commence the Winter Operations Schedule on or about Sunday, November 5, 2023, and conclude on or about Friday, April 5, 2024.

Carried

c) **New Business**

None

9. **Recreation Services**

a) **Delegations/Communications**

None

b) **Administrative Reports**

1. **Memo No. 020-2023-RS – Northern Ontario Heritage Fund Corporation (NOHFC) People and Talent Agreement**

Resolution No. 2023-323

Moved by: Councillor Pelletier-Lavigne

Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 020-2023-RS; and

That Council directs staff to prepare the necessary by-law to enter into a conditional contribution agreement with the Northern Ontario Heritage Fund Corporation (NOHFC) for a replacement intern in the Energy and Climate Change Coordinator position, for a one-year period in the amount of \$35,000, for consideration at the October 17, 2023 Regular Council meeting.

Carried

2. **Memo No. 021-2023-RS – Don Shepherdson Memorial Arena (DSMA) Accessibility Project – Consultant Change Orders**

Resolution No. 2023-324

Moved by: Councillor Ducharme

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 021-2023-RS;

That Council approves a Contract Change Order No. 1 of \$8,350 to the contract with Greenview Environmental Management Limited for project costs

for the Don Shepherdson Memorial Arena (DSMA) Accessibility Project, as authorized by By-law No. 2021-061, resulting in a revised contract value of \$61,670 plus applicable taxes; and

That Council approves a Contract Change Order No. 2 of \$14,847 to the contract with Greenview Environmental Management Limited for project costs for the Don Shepherdson Memorial Arena (DSMA) Accessibility Project, as authorized by By-law No. 2021-061, resulting in a revised contract value of \$76,517, plus applicable taxes.

Carried

3. Memo No. 022-2023-RS – Recreation Operations Update – October 2023

Resolution No. 2023-325

Moved by: Councillor Ducharme

Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 022-2023-RS for the Recreation Operations Update for the Month of October 2023.

Carried

4. Administrative Report No. RS-022-2023 – Georgia-Pacific Advertising Agreement

Resolution No. 2023-326

Moved by: Councillor Whalen

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-022-2023; and

That Council directs staff to prepare the necessary by-law to enter into a three (3) year agreement with Georgia-Pacific LLC for an advertisement on the City's 2024 Olympia Ice Resurfacers, for a contribution of \$7,000 plus applicable taxes per year, for consideration at the October 17, 2023 Regular Council meeting.

Carried

c) New Business

None

10. Fire Services

a) Delegations/Communications

None

b) Administrative Reports

None

c) New Business

1. Fire Prevention Week 2023 Proclamation

Resolution No. 2023-327

Moved by: Councillor Pelletier-Lavigne

Seconded by: Councillor Ducharme

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

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

Whereas smoke alarms detect smoke well before you can, alerting you to danger in the event of fire in which you may have just seconds to escape safely; and

Whereas working smoke alarms save lives by providing early warning of fire so you and your family can safely escape; and

Whereas unattended cooking is the leading cause of residential fires; and

Whereas Temiskaming Shores residents should be sure everyone in the home understands the sounds of the alarms and knows how to respond; and

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

Whereas Temiskaming Shores residents will make sure their smoke and carbon monoxide alarms meet the needs of all their family members, including those with sensory or physical disabilities; and

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

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

Whereas Fire Prevention Week 2023 reminds Temiskaming Shores residents that kitchen fires are preventable with actions as simple as staying in the kitchen while cooking, not cooking under the influence, and keeping a clutter-free cooking space.

Therefore be it resolved that Council for the City of Temiskaming Shores hereby proclaims October 8 to 14, 2023, as Fire Prevention Week, and urges all the people of Temiskaming Shores to practice fire safety while in the kitchen and to support the many public safety activities and efforts of the Temiskaming Shores fire and emergency services.

Carried

11. Corporate Services

a) Delegations/Communications

None

b) Administrative Reports

1. Memo No. 024-2023-CS– City Hall Holiday Hours 2023

Resolution No. 2023-328

Moved by: Councillor Ducharme

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Timiskaming Shores acknowledges receipt of Memo No. 024-2023-CS; and

That Council approves the following City Hall operating schedule during the 2023 holiday season:

Friday, December 22, 2023	Normal hours of operation
Monday December 25, 2023	Closed (Statutory Holiday)
Tuesday, December 26, 2023	Closed (Statutory Holiday)
Wednesday, December 27, 2023	Closed
Thursday, December 28, 2023	Closed
Friday, December 29, 2023	Closed
Monday, January 1, 2024	Closed (Statutory Holiday)

Carried

2. Memo No. 025-2023-CS– Launch of Communications Email

Resolution No. 2023-329

Moved by: Councillor Whalen

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 025-2023-CS, regarding the launch of the City's Communications email for information purposes.

Carried

3. Administrative Report No. CS-037-2023 Compressed Workweek Policy

Resolution No. 2023-330

Moved by: Councillor Whalen

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-037-2023; and

That Council does not proceed with the adoption of the Compressed Workweek Policy.

Carried

4. Administrative Report No. CS-038-2023 Shared Chief Building Official (CBO) Services - Temagami

Resolution No. 2023-331

Moved by: Councillor Ducharme

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-038-2023; and

That Council directs staff to to prepare the necessary by-law to enter into a Shared Services Agreement with the Municipality of Temagami for Building Services, for consideration at the October 17, 2023 Regular Council Meeting.

Carried

5. Administrative Report No. CS-039-2023 Animal Services & By-law Consultation Findings

Resolution No. 2023-332

Moved by: Councillor Whalen

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-039-2023; and

That Council directs staff to finalize the Animal Care and Control By-law, for the repeal and replacement of By-law 2013-051 as amended, for first and second reading at the November 21, 2023, Regular Council Meeting.

Carried

c) New Business

1. Responding to the Housing Affordability Task Force's Recommendations

Resolution No. 2023-333

Moved by: Councillor Whalen

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of the letter from the Ministry of Municipal Affairs and Housing, dated September 15, 2023, regarding responding to the housing affordability task force's recommendations; and

That Council accepts the top five recommendations as presented in Memo No. 026-2023-CS, for inclusion in the chart submission to the Ministry of Municipal Affairs and Housing.

Carried

12. Schedule of Council Meetings

- a) Regular Council Meeting – October 17, 2023 starting at 6:00 p.m.
- b) Committee of the Whole – November 7, 2023 starting at 3:00 p.m.

13. Closed Session

Resolution No. 2023-334

Moved by: Councillor Ducharme

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council agrees to convene in Closed Session at 4:36 p.m. to discuss the following matters:

- a) Under Section 239 (2) (b) of the Municipal Act, 2001 – Personal matter about an identifiable individual, including municipal or local board employees – Contract Administration.

Carried

Resolution No. 2023-335

Moved by: Councillor Whalen

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council agrees to rise with report from Closed Session at 4:58 p.m.

Carried

Matters from Closed Session

Under Section 239 (2) (b) of the Municipal Act, 2001 – Personal matter about an identifiable individual, including municipal or local board employees – Contract Administration

Staff provided Council with an update.

14. Adjournment

Resolution No. 2023-336

Moved by: Councillor Ducharme

Seconded by: Councillor Whalen

Be it resolved that Council hereby adjourns its meeting at 4:59 p.m.

Carried

Mayor

Clerk

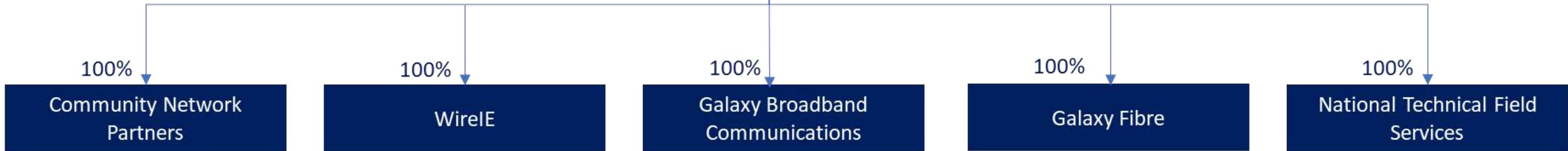


NEXT GENERATION BROADBAND PARTNER

Connectivity For Today And
Tomorrow



Crown Telecom Group



- Developer and operator of community aggregated broadband solutions
- Work with community based partners to deliver complete technical and financial solutions
- CNP aims to meet the social and economic development priorities that enhanced connectivity brings to communities



- Non-dominant, wholesale carrier
- Enterprise rural, underserved regions.
- Preferred vendor - TELUS, Bell, and Zayo to serve their enterprise customer's remote agencies
- Design, development, PM, construction, operation of carrier-grade ethernet connectivity solutions
- Best-in-class network technologies, including fixed wireless as well as wired technology and solution methods



- Providing telecommunications services to remote customers across Canada
- Expertise in satellite spectrum combined with its proprietary networks and infrastructure
- Remote data communications for resource-based field operations, government entities, emergency responders, and infrastructure projects
- Offers turnkey remote enterprise network connectivity across Canada, including equipment sales, rentals, and remotely managed services of IT networks



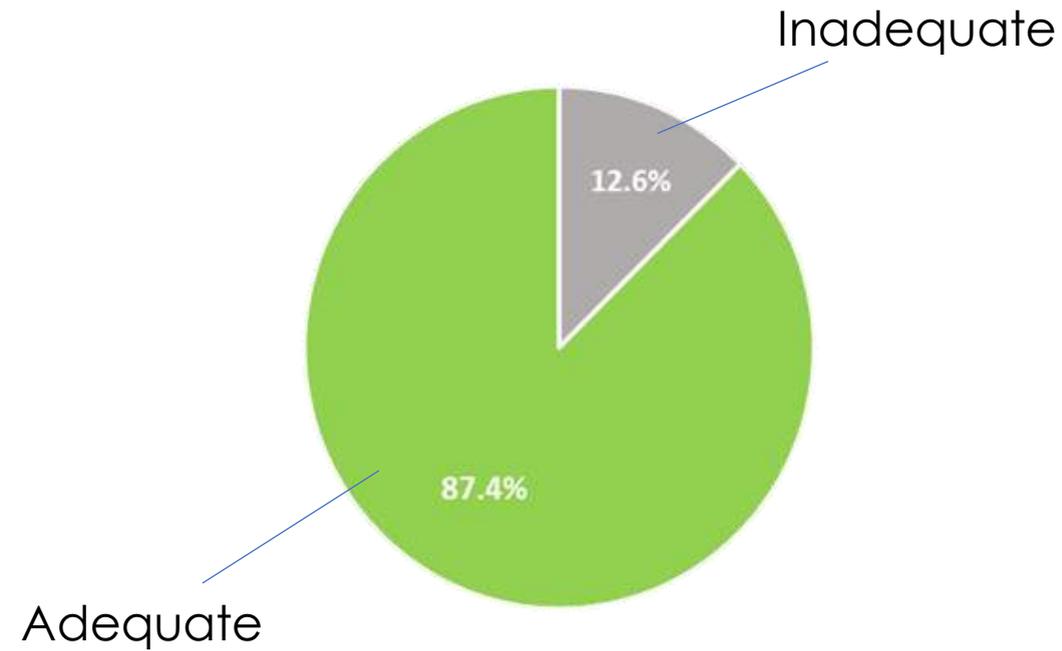
- Consumer Services
 - High-Speed Internet
 - VoIP Telephony
 - TV Services
- Serving Residential & SMB Consumers nationally
 - Service Provisioning
 - Customer Care
 - Billing
- Service packages up to 2000Mbps
- Basic and "Peak" TV Packages
- North American Calling
- More Services coming



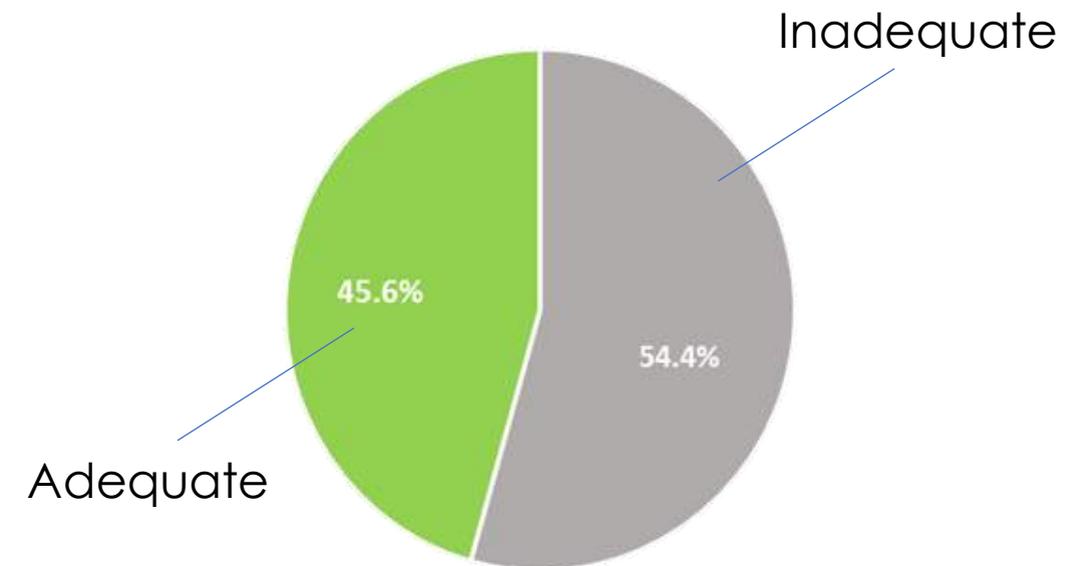
- Nationally recognised and awarded leader in the management and field service of business communications needs
- NTFS has installed thousands of satellite terminals, local Wi-Fi mesh networks, structured cabling, EVDO links, as well as digital signage projects and POS connectivity
- NTFS provides same day or next day field services nationally, assisting customers to achieve operational and cost efficiencies, while reducing risk and improving their end-user experience

All of Canada compared to Rural Communities

Broadband and Internet Connections
in Canada



Broadband and Internet Connections in
Rural Communities in Canada

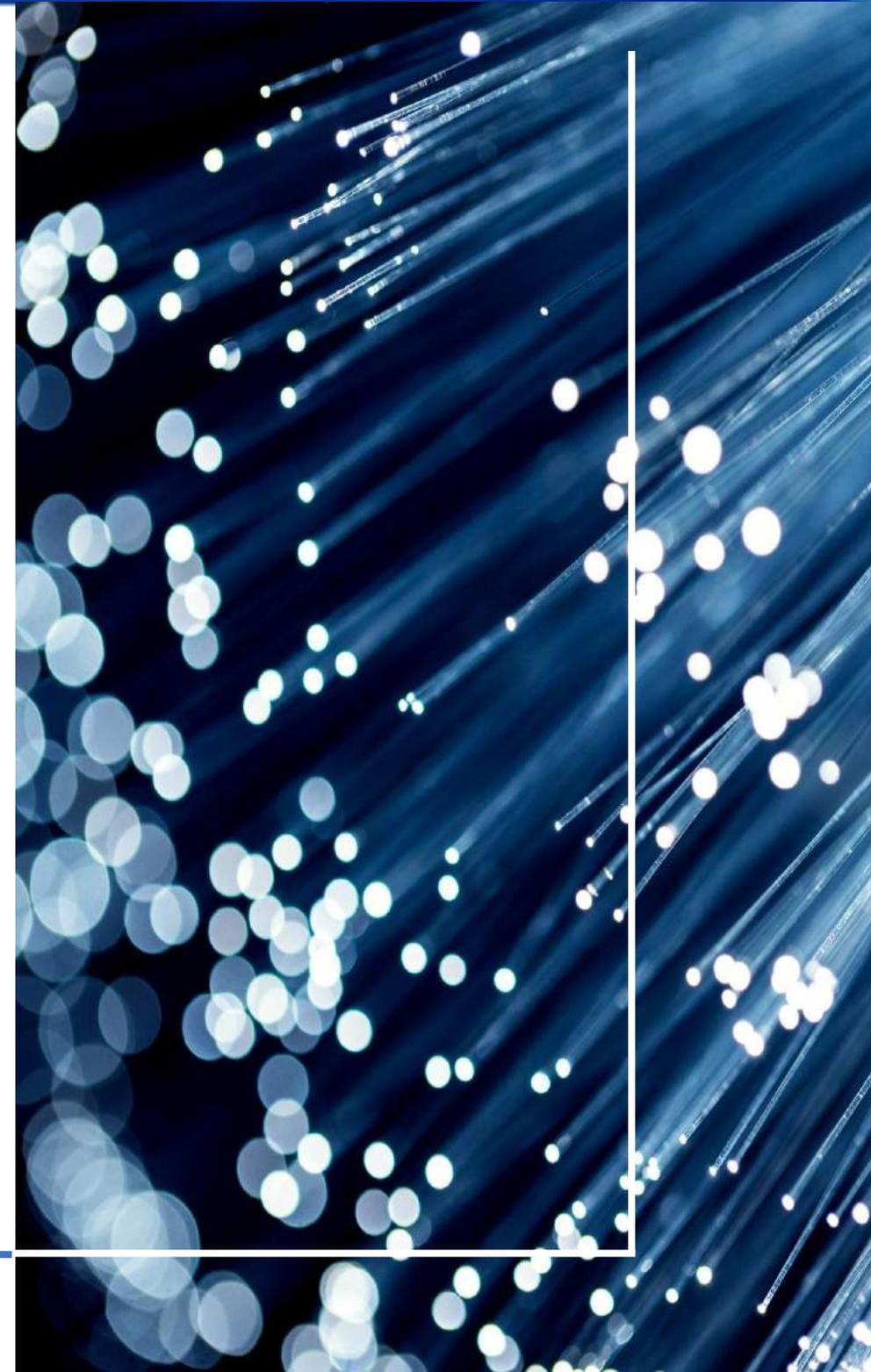


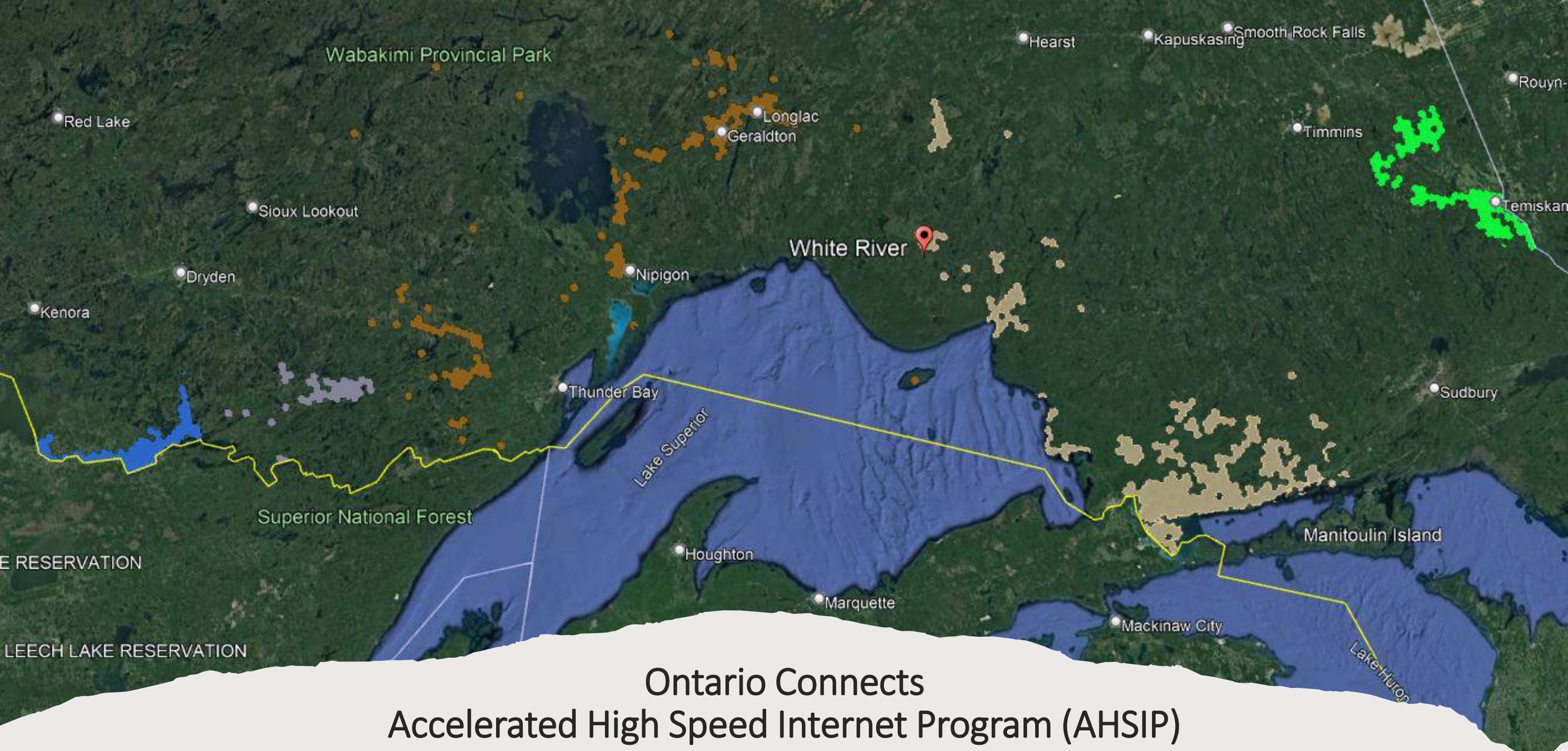
According to the Government of Canada, only 45.6% of rural communities in the country have proper broadband and internet connections compared to 87.4% of Canada as a whole

Community Focus



Community Network Partners is committed to building best-in-class, future-proof, networks that provide reliable, affordable and scalable internet access.



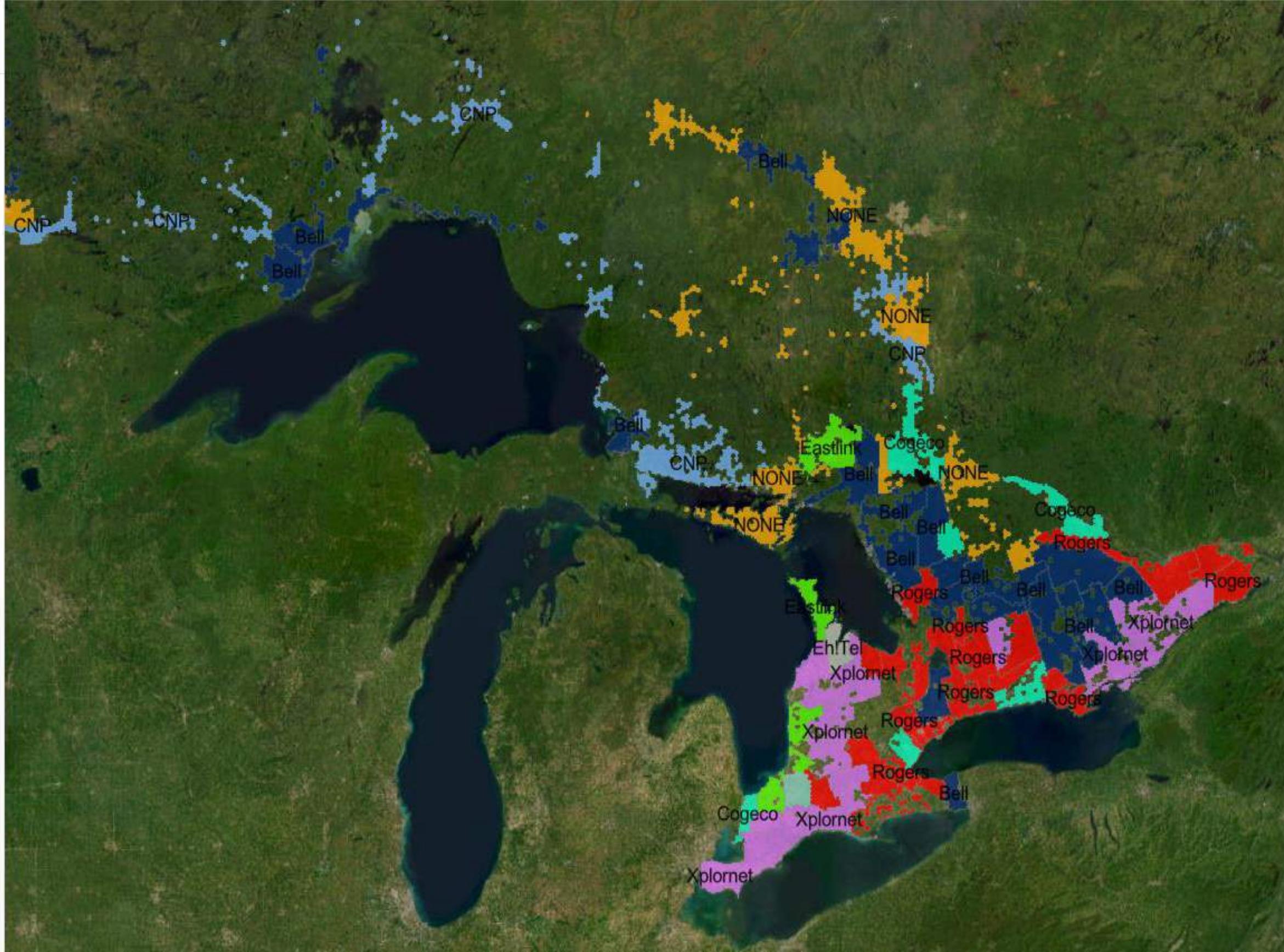


Ontario Connects
Accelerated High Speed Internet Program (AHSIP)



AHSIP_AuctionLots_V2_Awarded

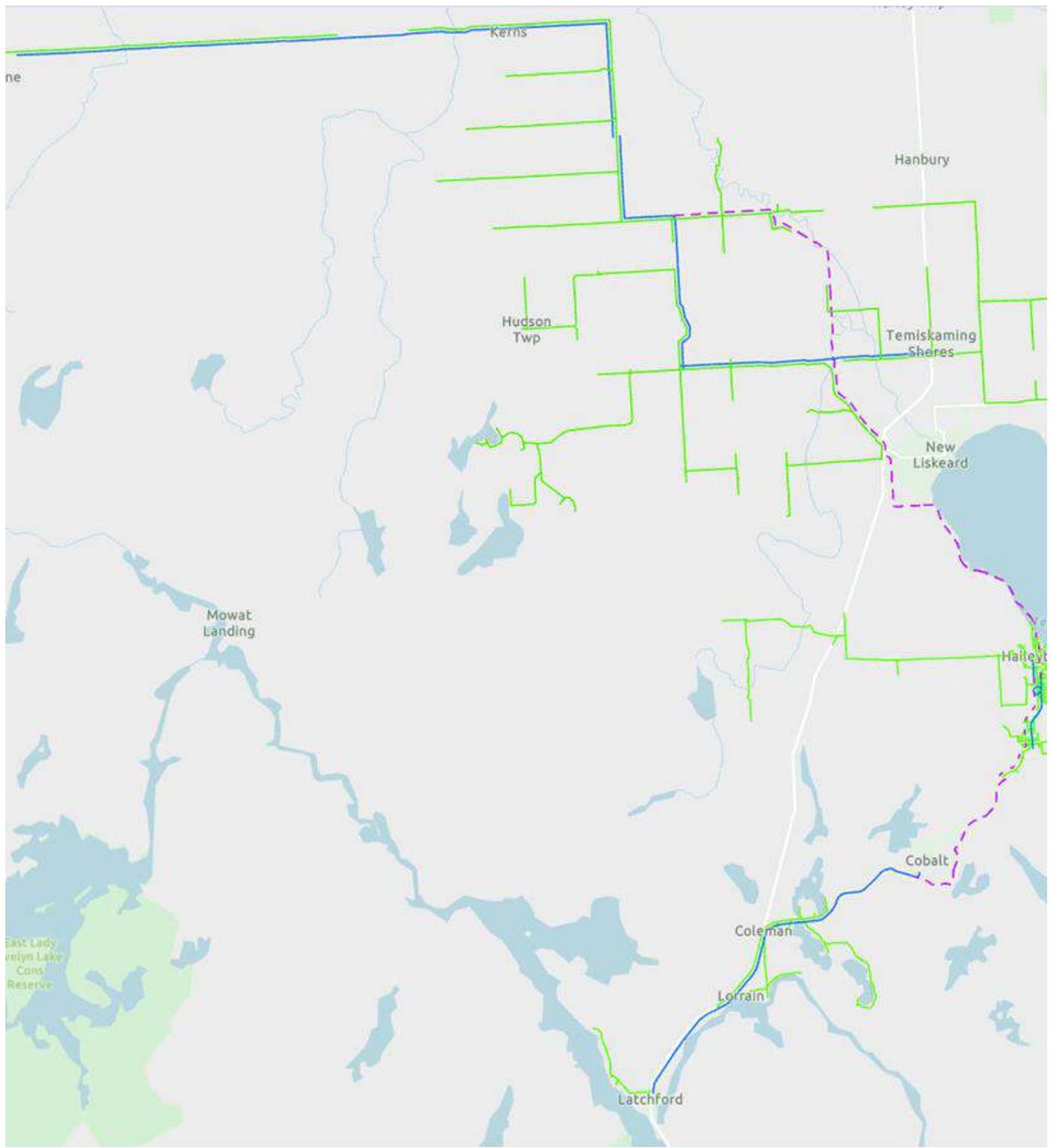
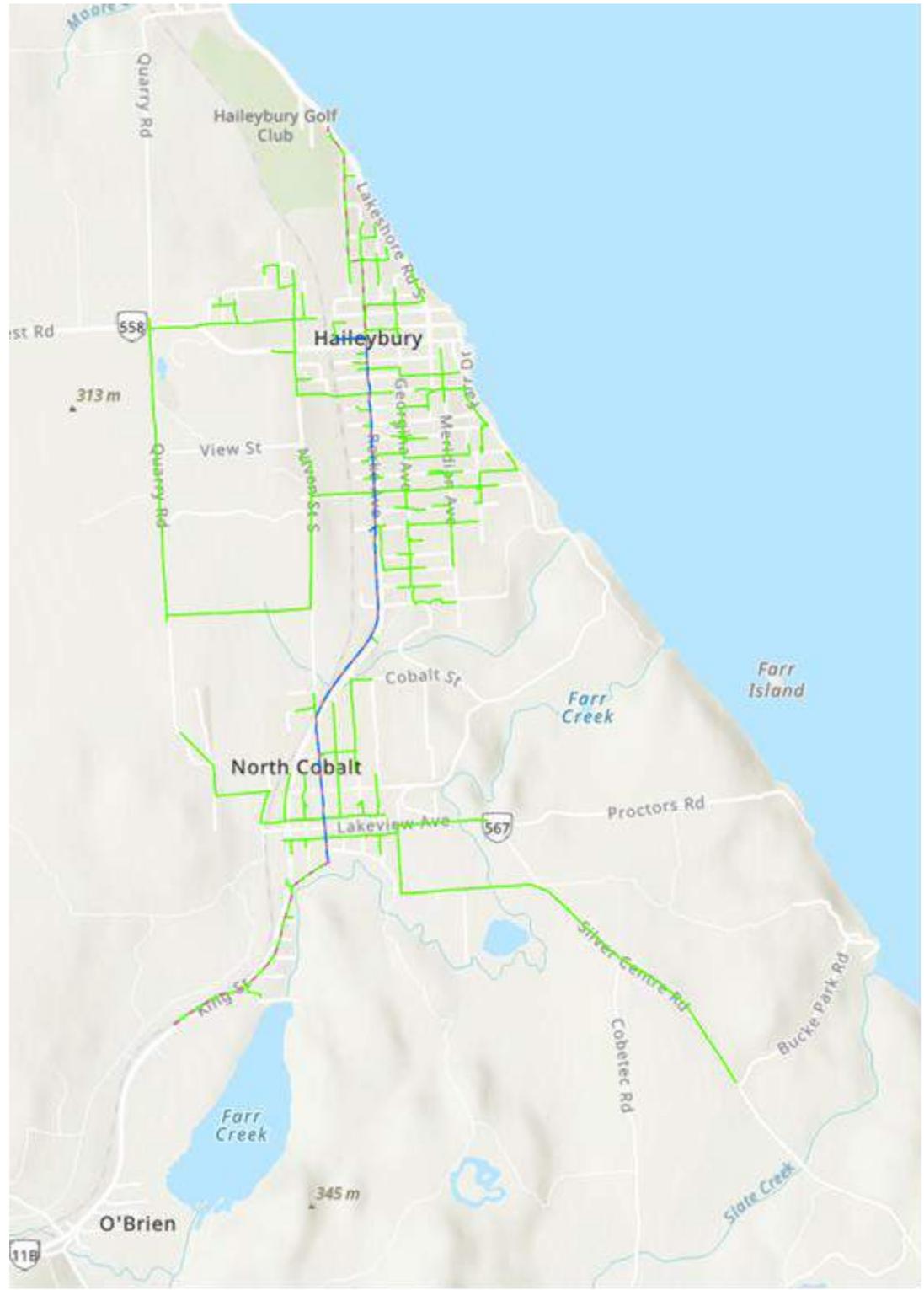
- Bell
- Rogers
- Xplornet
- NONE
- Cogeco
- CNP
- Eastlink
- Eh!Tel
- NFTC



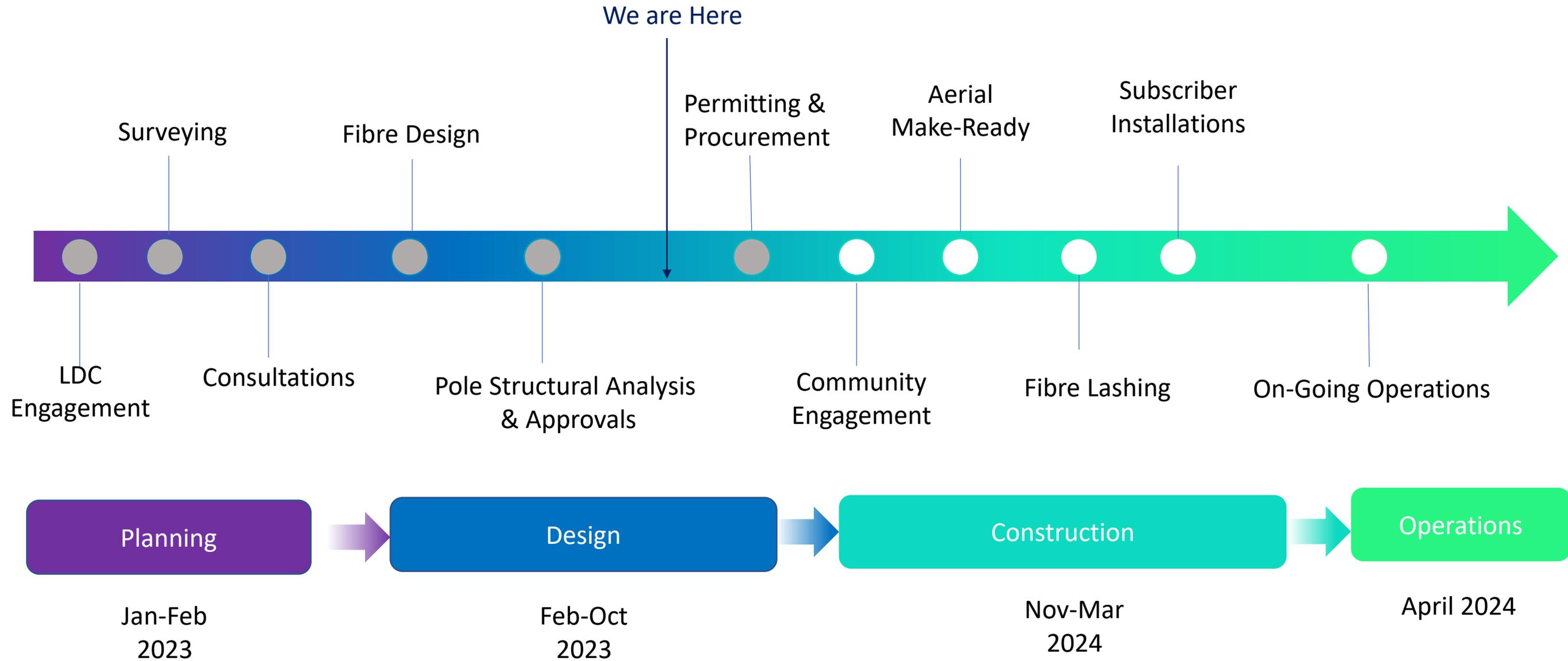
Cable_Details

LABEL

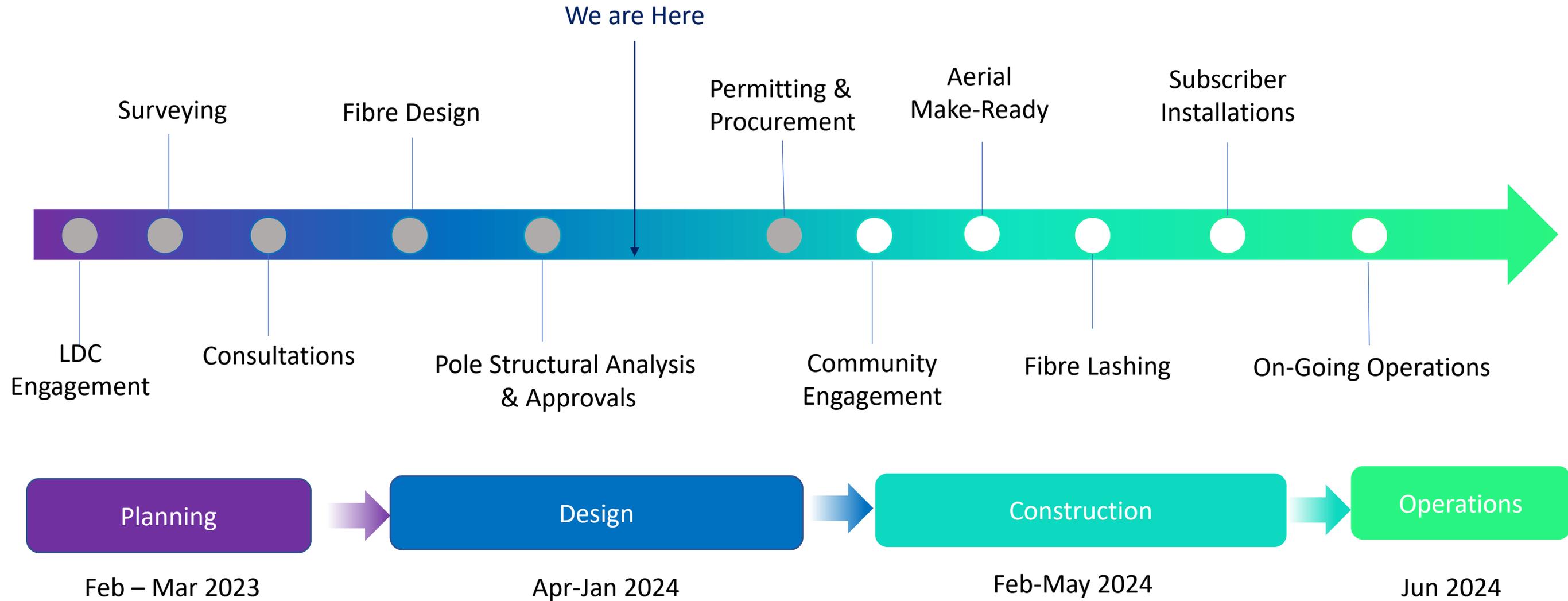
- - BACKBONE
- DISTRIBUTION
- FEEDER



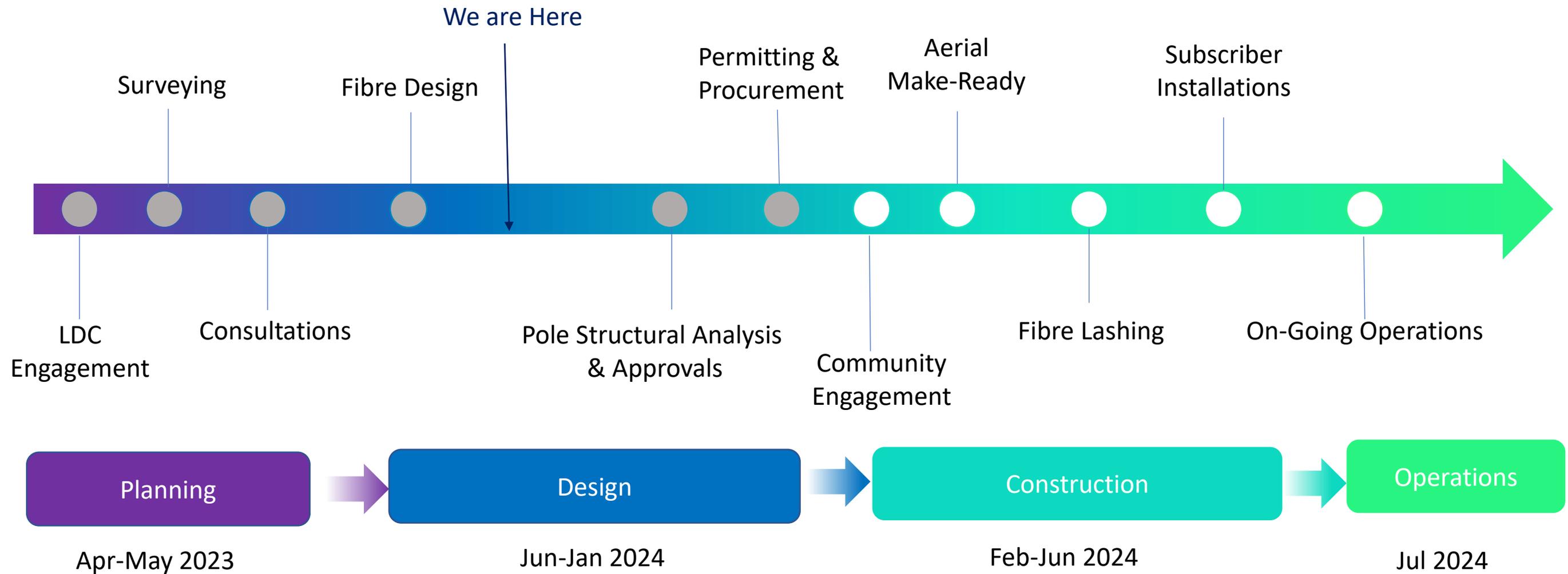
Milestones - Haileybury



Milestones - North Cobalt



Milestones - New Liskeard



GALAXYfibre

THE FASTEST INTERNET TECHNOLOGY IS COMING TO HAILEYBURY!

100% pure fibre optic internet



Lightning-Fast Internet

Symmetrical download and upload speeds of up to 2000 Mbps.



Transparent Pricing

Clear and affordable pricing for top-quality internet service.



Powered by Ontario NorthNET

Connect locally, invest in your community's growth.



Customer-First Culture

Amazing support from Canadian experts. Minimal wait time guaranteed.



Get Project Updates & Exclusive Offers!

Stay up-to-date and be the first to know when Galaxy Fibre unleashes its lightning-fast 100% fibre internet services in your area.



[Galaxyfibre.ca](https://galaxyfibre.ca)



@galaxyfibreofficial

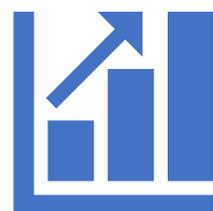


@galaxyfibreofficial



@FibreGalaxy

Benefits of High-Speed Internet Access



Economic Growth Enablement

Global Market Reach and Range
Employment Market
Attract and Retain Businesses, Residents



Quality of Life

Medical Care
Government Services
E-Learning
E-Commerce opportunities



Innovations in municipal service delivery

Digital Inclusion
Automation
Usage Data Collection
Service Delivery Channels

Elevating access to the digital economy in Temiskaming Shores



Asks

Advocacy

Good News for the Community
Quality of Life
Economic Growth Opportunity

Inclusivity

Progress and Equal Opportunity for
everyone living and working in the
community

Educate

Best-in-class Optical Fibre Infrastructure
Increased property value
Scalable long-term



Thank You



FOODCYCLER™ MUNICIPAL SOLUTIONS

The Future of Food Waste.



ABOUT US

Food Cycle Science

- **Canadian company** based out of Ottawa, ON
- Founded in Cornwall in 2011 – Company is 100% focused on **Food Waste Diversion Solutions**
- Products available in North America through **FoodCycler Municipal / Vitamix** and internationally through network of distributors & OEM partners
- **Finalists** in Impact Canada/AAFC's **Food Waste Reduction Challenge**
- **Globe & Mail** Canada's **Top Growing Companies** (2021 & 2022)
- **Deloitte Fast 50 CleanTech** award winners (2021)
- **Approved supplier** with Canoe Procurement Group of Canada



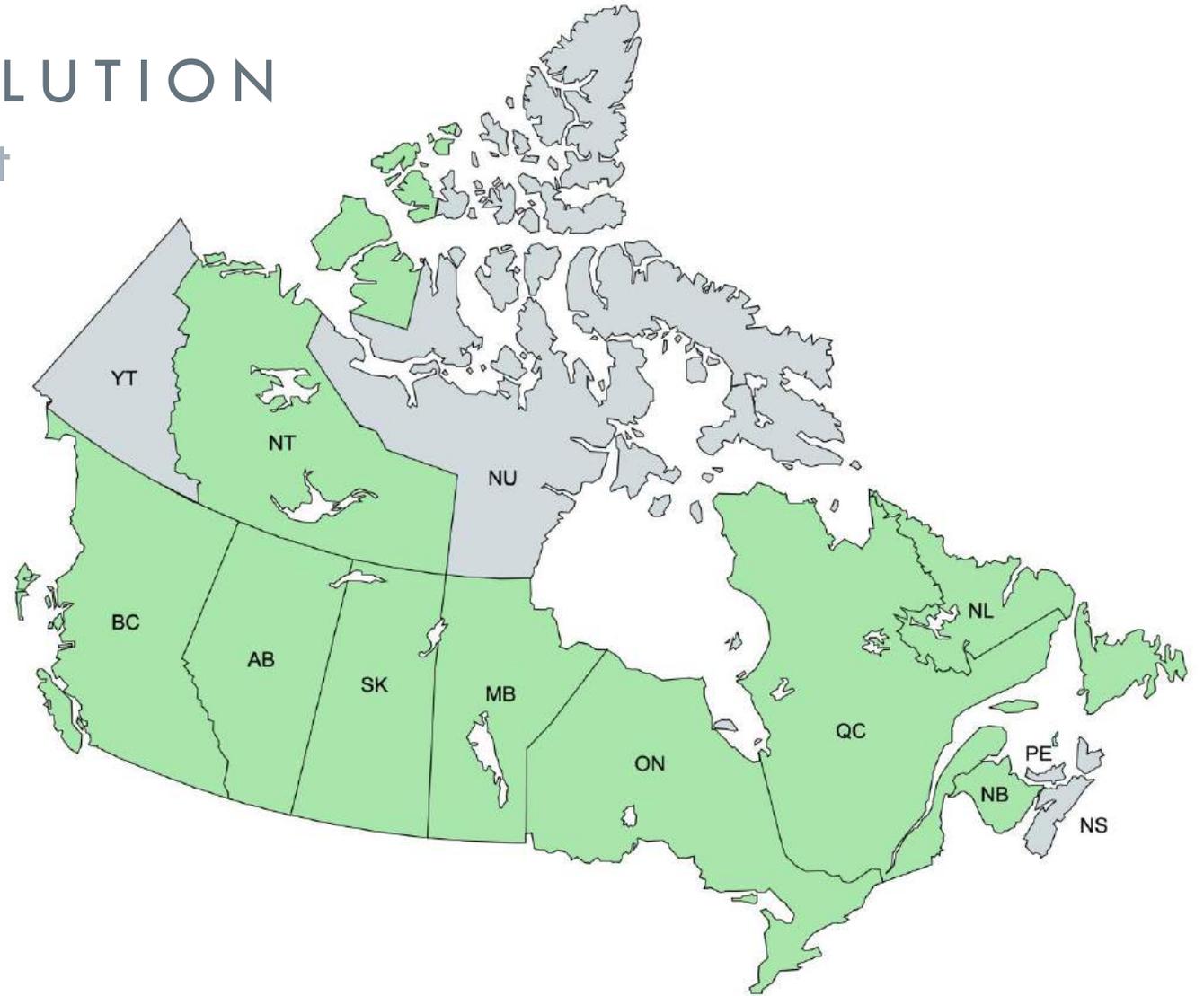
TRUSTED CANADIAN SOLUTION

Coast to Coast to Coast

105
Canadian
Municipal
Partnerships

○ **9 Provinces**

○ **2 Territory**



THE PROBLEM – FOOD WASTE

- **63%** of food waste is avoidable
- Household waste is composed of **25-50%** organic waste
- Food waste weight is up to **90%** liquid mass (which is heavy)
- The average Canadian household spends **\$1,766** on food that is wasted each year
- Each year food waste in Canada is responsible for **56.6 Million tonnes of CO2** equivalent of GHG



MUNICIPAL IMPACT

Waste is a municipal responsibility

LANDFILL + WASTE COSTS

- ~**25-50%** of household waste is organic waste
- Landfills are filling up fast, creating cost and environmental issues
- Hauling, transfer, and disposal services are a major cost factor and environmental contributor

ENVIRONMENT

- Landfilled organic waste produces methane, which is **25 times** more harmful than CO₂
- 1 tonne of food waste is equivalent to 1 car on the road for one year



COMMUNITY

Food in the garbage:

- More frequent collection or trips to the disposal site
- Unpleasant odours
- Animals, pests & other visitors



Removing food waste from garbage:

- Volume is reduced by up to 50%
- Less frequent collection, fewer trips to disposal site, save on bag tags
- Keeps odours out, makes garbage much less “interesting” for animals

HAVEN'T WE SOLVED THIS ALREADY?



GREEN BINS

- Major **capital expenditure** to invest in **processing & collection infrastructure**
- **Contamination** is an ongoing challenge
- **GHG emissions** and **safety concerns** from collection vehicles
- **Participation rates** are often lower than desired, particularly in **multi-residential dwellings**

BACKYARD COMPOST

- **Space, ability, and know-how** are limiting factors
- Most users **do not compost in winter** or inclement weather
- May **attract pests/animals** or create unpleasant **odors**
- **Participation rates** are relatively low and stagnant
- Can produce **methane** if done incorrectly

LANDFILL

- **Easiest solution** and often perceived as the most cost-effective in the short term
- Waste is typically **out of sight and out of mind** for consumers
- High levels of GHG emissions, particularly **methane**
- Long-term **environmental hazard** requires monitoring / maintenance
- **Landfill capacity** is quickly running out

THE SOLUTION? THE FOODCYCLER



THE FOODCYCLER PRODUCT FAMILY

**FOODCYCLER™
FC-30**



**FOODCYCLER™
Eco 5**



2.5 L	VOLUME CAPACITY	5.0 L
30.5 L	UNIT VOLUME	28.9 L
4-8 HOURS	PROCESSING TIME	6-8 HOURS
0.8 kWh	POWER CONSUMPTION PER CYCLE	1.3 kWh
2 REFILLABLE FILTERS	ODOUR CONTROL	1 REFILLABLE FILTER
BACK	VENT LOCATION	TOP

90% FOOD WASTE REDUCTION

Full bucket of wet,
smelly food waste

2.5L / 5L



Handful of dry, sterile, odourless
& nutrient-rich by-product

100 g / 200 g



4-8 HOURS
(Overnight)

0.8-1.5 kWh
(Equivalent to a laptop)

\$0.10-\$0.15 per cycle
(\$2-4 per month)

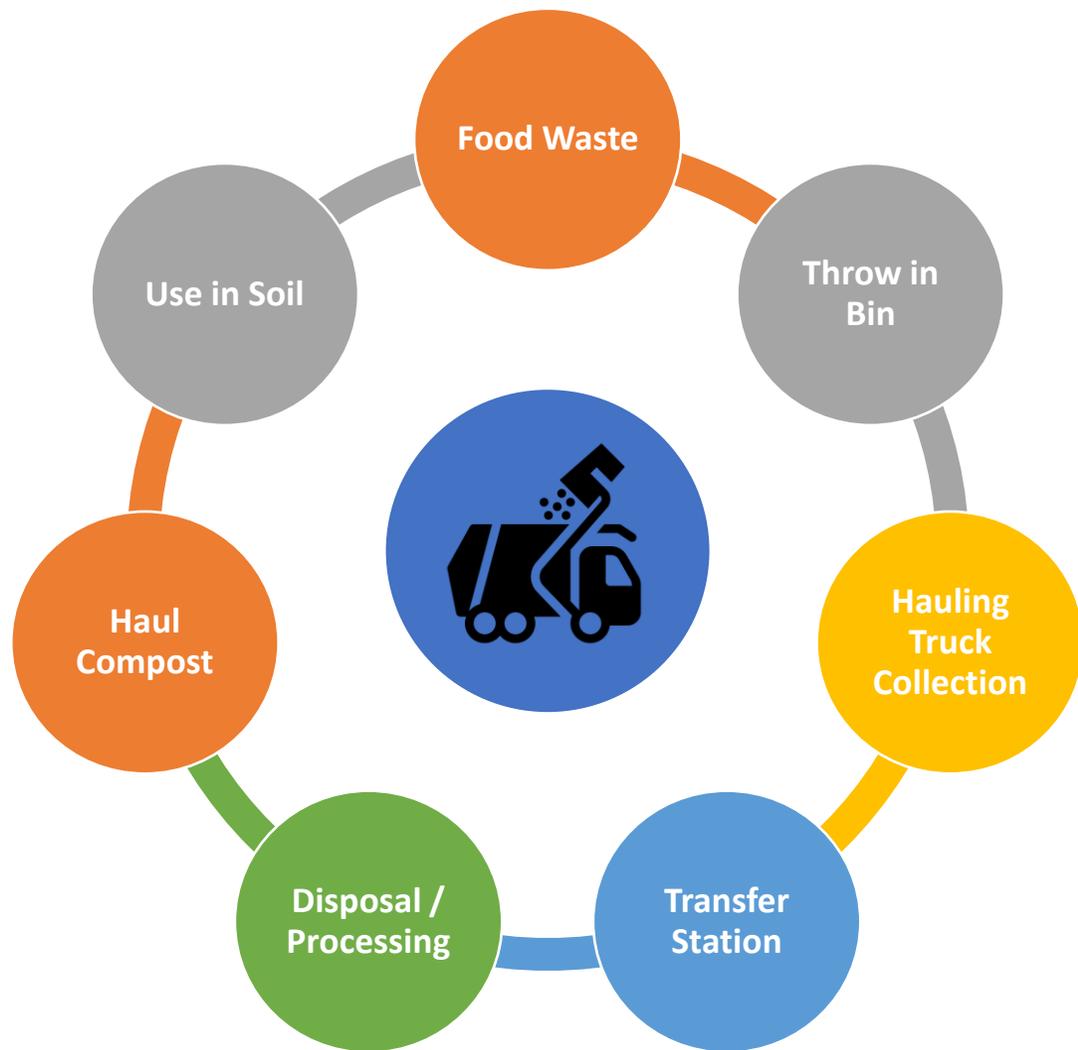
FOODILIZER™ : BENEFICIAL USES

The FoodCycler by-product is a dry, sterile, odourless and nutrient-rich biomass with many beneficial uses and practical applications:

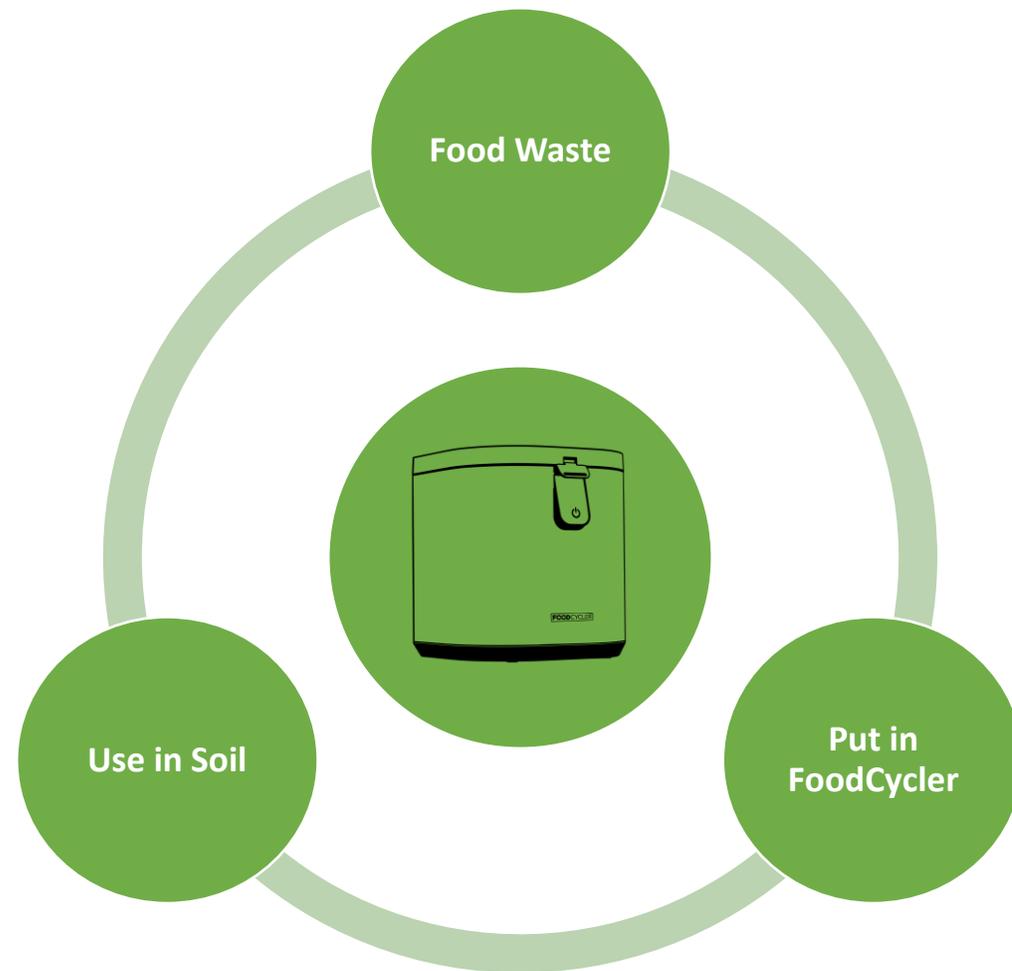
- Add to garden soil
- Add to backyard composter/tumbler/green cone
- Integrate to existing Leaf & Yard waste systems
- Pelletize/briquette as home heating alternative
- Drop off at compost site
- Drop off to a local farm
- Drop off to a community garden
- Add to Green Bin (where available)



IMPACT: ECONOMIC



Traditional Waste Management



FoodCycler

IMPACT: PRESSURE

Regulatory + Social

THE TIME IS NOW

- Constituents want **solutions** to reduce their environmental impact
- Waste is perceived as a government problem and **regulations** are coming
- Food waste is “low-hanging fruit” to achieving higher **diversion** and addressing the environmental impact of waste



"I've received a number of positive messages from residents saying, "sign me up, where can I get mine." I'm 100 per cent in favor of it."

Deputy Mayor Lyle Warden, (South Glengarry ON)

"We were extremely happy with this program and loved that it made us aware of our daily waste."

Pilot participant in South Glengarry

"It's a great tool to reduce household waste. Appreciate that the municipality is being innovative and piloting different solutions."

Pilot participant in Hornepayne

"It alleviates a lot of the concerns that people might have with backyard composting. The time commitment, the location, pests and animals..."

**Kylie Hissa, Strategic Initiatives Officer
(Kenora, ON)**

THE FOODCYCLER PILOTS

The results are in.

Completed pilots in:

6000+
Households

50+
Municipalities



Participation Rate **98%**

- 98% of pilot participants will continue using the FoodCycler after the pilot period

Recommendation Rate **96%**

- 96% of users would recommend the FoodCycler to friends/family/neighbours

User Experience Rating **4.6/5**

- 4.6 out of 5 star rating for the overall user experience of the FoodCycler

Net New Diversion **300 kg**

- Each participating household is estimated to divert approximately 300 kg of food waste per year

Awareness + Prevention **77%**

- 77% of pilot participants resolved to waste less food as a result of increased awareness

FOOD WASTE REDUCTION CHALLENGE

Impact Canada Finalists

Federal Funding

- ✓ Semi-Finalists in Stage 1 received **\$100,000**
- ✓ Finalists in Stage 2 received **\$400,000**
- Finalists will compete in Stage 3 to win one of two Grand Prizes of up to **\$1,500,000**

IN PARTNERSHIP WITH:



PILOT PROGRAM

12 Weeks from Start to Finish

PILOT TIMELINE

START

Residents purchase FoodCycler at a subsidized rate from Municipal Office (or other designated location)

12 WEEKS

Participants use the unit for a period of 12 weeks.

Number of cycles per week are tracked to estimate total diversion achieved.

END

Participants fill out an exit survey, providing their review of the program and any other feedback.

Survey results used to evaluate program success.

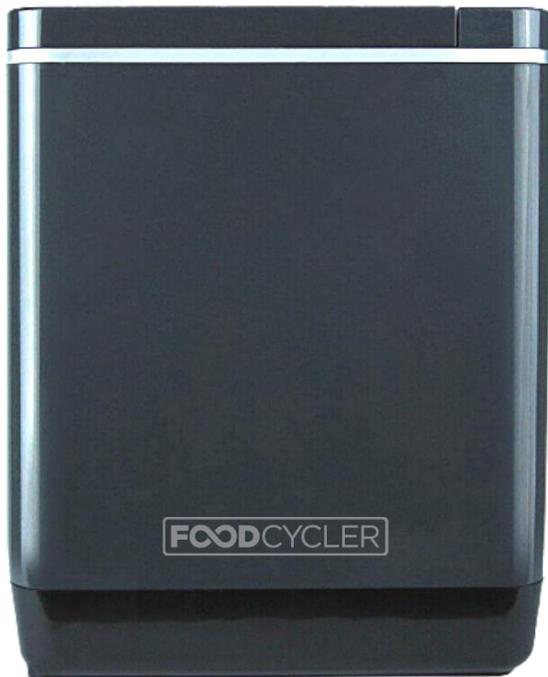
NEXT STEPS

Tailored program design and implementation.

Grants may be available, with support from Food Cycle Science.

FUNDED PILOT PROGRAM OPTIONS

Municipal Subsidy Model



FOODCYCLER™
FC-30

\$ 500

-\$ 200

-\$ 50

\$ 100

\$ 150

RETAIL PRICE
MUNICIPAL DISCOUNT
IMPACT CANADA INVESTMENT
* MUNICIPAL SUBSIDY *
RESIDENT COST

\$ 815

-\$ 265

-\$ 150

\$ 100

\$ 300



FOODCYCLER™
Eco 5

FUNDED PILOT PROGRAM OPTIONS

Pilot Scope Recommendations

Municipality Population	Pilot Scope	Municipal Investment
< 2,500 Residents	50 Households	\$5,000
2,500 – 10,000 Residents	100 Households	\$10,000
10,000 – 20,000 Residents	200 Households	\$20,000
> 20,000 Residents	250+ Households	\$25,000+

- **Plus shipping costs and applicable taxes**



PARTNERSHIP BENEFITS

Why pilot with us?

- 🍃 Opportunity to trial a food waste diversion solution at a **cost well below market prices**
- 🍃 Immediate impact of reduced residential waste volumes thus **increasing diversion rates**
- 🍃 **Reduced costs** associated with waste management (collection, transfer, disposal, and landfill operations)
- 🍃 The **reduction of greenhouse gas (GHG)** emissions from transportation and decomposition of food waste in landfills
- 🍃 Extend the **life of your landfill(s)**
- 🍃 Opportunity to support **Canadian innovation** and clean tech
- 🍃 Opportunity to provide **residents** with an innovative solution that reduces waste and fights climate change, at an affordable price
- 🍃 Obtaining **data** that could be used to develop a **future organic waste diversion program**

Next Steps:

- 🌱 Receive presentation as information.
- 🌱 If interested in partnering, refer to Staff for a recommendation to Council.





THANK YOU!
ANY QUESTIONS?

Jacob Hanlon

Municipal Program Coordinator

Email: jacobh@foodcyclr.com

Phone: 613-316-4094

The Municipal Solutions Team

municipal@foodcyclr.com



CONSOLIDATED FINANCIAL REPORT

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

DISTRICT OF TIMISKAMING

DECEMBER 31, 2022

DRAFT

INDEX TO CONSOLIDATED FINANCIAL REPORT - 2022

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

	Page Number
Management's Responsibility for the Financial Statements	1
Independent Auditors' Report	2, 3
Consolidated Statement of Financial Position	4
Consolidated Statement of Operations	5
Consolidated Statement of Change in Net Financial Assets (Net Debt)	6
Consolidated Statement of Cash Flows	7
Notes to the Financial Statements	8 to 22
Trust Funds	
Compilation Engagement Report	23
Statement of Financial Position	24
Statement of Continuity	24
Notes to the Financial Statements	25
Public Library Board	
Independent Auditors' Report	26, 27
Statement of Financial Position	28
Statement of Operations	29
Statement of Change in Net Debt	30
Statement of Cash Flows	31
Notes to the Financial Statements	32 to 34
Business Improvement Area	
Independent Auditors' Report	35, 36
Statement of Financial Position, Statement of Operations and Notes to the Financial Statements	37
Provincial Offences Act Office – Temiskaming Shores	
Independent Auditor's Report	38, 39
Statement of Financial Position	40
Statement of Operations	41
Statement of Cash Flows and Notes to the Financial Statements	42

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 of Canada. A summary of the significant accounting policies is 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
Jeff Laferriere

City Manager
Amy Vickery

INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers
of the Corporation of the City of Temiskaming Shores:

Opinion

We have audited the consolidated financial statements of the Corporation of the City of Temiskaming Shores, which comprise the consolidated statement of financial position as at December 31, 2022, and the consolidated statements of operations, change in net financial assets (net debt) and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying 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, 2022, and the results of 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.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Corporation of the City of Temiskaming Shores in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated 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.

In preparing the consolidated financial statements, management is responsible for assessing the Corporation of the City of Temiskaming Shores' ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Corporation of the City of Temiskaming Shores or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Corporation of the City of Temiskaming Shores' financial reporting process.

Auditors' Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Corporation of the City of Temiskaming Shores' internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Corporation of the City of Temiskaming Shores' ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Corporation of the City of Temiskaming Shores to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

New Liskeard, Ontario
October 17, 2023

Kemp Elliott & Blair LLP
Chartered Professional Accountants
Licensed Public Accountants

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2022

	2022	2021
FINANCIAL ASSETS		
Cash	\$ 6,217,937	\$ 13,695,389
Taxes receivable	1,589,189	1,266,629
Accounts receivable	3,608,978	2,990,314
Inventories for resale	2,778,523	2,778,523
	<u>14,194,627</u>	<u>20,730,855</u>
LIABILITIES		
Accounts payable and accrued liabilities	4,843,408	4,418,115
Deferred revenue – other – note 7	737,541	569,106
Deferred revenue – obligatory reserve funds – note 8	-	-
Solid waste landfill closure and post-closure liabilities – note 9	1,536,453	1,562,742
Municipal debt – note 10	11,835,291	12,902,165
	<u>18,952,693</u>	<u>19,452,128</u>
Contingencies and commitments – note 12		
NET FINANCIAL ASSETS (NET DEBT)	(4,758,066)	1,278,727
NON-FINANCIAL ASSETS		
Tangible capital assets – note 15	89,146,140	80,129,723
Inventories of supplies	101,702	101,702
Prepaid expenses	1,076,715	401,630
	<u>90,324,557</u>	<u>80,633,055</u>
ACCUMULATED SURPLUS – note 11	\$ 85,566,491	\$ 81,911,782

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, 2022

	(Note 13) Budget 2022	Actual 2022	Actual 2021
REVENUES			
Municipal taxation	\$ 13,731,079	\$ 13,788,325	\$ 13,733,177
Water, sewer and waste diversion fees	5,393,466	5,429,932	5,265,961
Taxation from other governments	358,625	358,625	332,284
Provincial grants – operating	3,809,698	4,231,097	4,163,590
Provincial grants – capital	1,566,341	1,763,434	356,167
Federal grants – operating	852,500	1,811,008	635,999
Federal grants – capital	1,307,488	1,191,586	315,760
Federal gas tax	629,229	630,546	1,544,491
Charges to other municipalities	259,177	251,513	267,519
User charges	2,371,996	2,539,699	2,106,062
Investment income	115,700	272,921	118,395
Penalties and interest on taxes	175,000	234,133	171,356
Provincial Offences Act revenues	1,211,494	689,226	1,031,481
Other	434,960	560,668	608,133
Sale of land	(10,000)	55,573	31,793
Gain on disposal of tangible capital assets	-	(196,746)	(398,668)
Total revenues	32,206,753	33,611,540	30,283,500
EXPENDITURES			
General government	3,191,574	3,360,712	3,445,231
Protection to persons and property	4,217,650	4,034,132	4,198,702
Transportation services	6,898,786	6,987,663	6,671,783
Environmental services	5,365,701	6,870,960	6,773,704
Health services	1,963,596	1,966,606	1,881,003
Social and family services	1,144,157	1,208,188	1,099,953
Recreation and cultural services	3,710,796	3,702,409	3,384,748
Planning and development	2,069,399	1,826,161	1,099,535
Total expenditures	28,561,659	29,956,831	28,554,659
ANNUAL SURPLUS	3,645,094	3,654,709	1,728,841
Accumulated surplus, beginning of year	81,911,782	81,911,782	80,182,941
ACCUMULATED SURPLUS, END OF YEAR – note 11	\$ 85,556,876	\$ 85,566,491	\$ 81,911,782

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, 2022

	(Note 13) Budget 2022	Actual 2022	Actual 2021
ANNUAL SURPLUS	\$ 3,645,094	\$ 3,654,709	\$ 1,728,841
Acquisition of tangible capital assets	(15,884,320)	(13,270,932)	(4,235,200)
Amortization of tangible capital assets	3,995,682	3,919,846	4,049,249
Gain on disposal of tangible capital assets	-	196,746	398,668
Proceeds on sale of tangible capital assets	-	137,923	323,099
	<u>(11,888,638)</u>	<u>(9,016,417)</u>	<u>535,816</u>
Consumption (acquisition) of supplies inventories	-	-	-
Consumption (acquisition) of prepaid expenses	-	(675,085)	(144,451)
	<u>-</u>	<u>(675,085)</u>	<u>(144,451)</u>
Increase (decrease) in net financial assets (net debt)	(8,243,544)	(6,036,793)	2,120,206
Net financial assets (net debt), beginning of year	<u>1,278,727</u>	<u>1,278,727</u>	<u>(841,479)</u>
NET FINANCIAL ASSETS (NET DEBT), END OF YEAR	<u>\$ (6,964,817)</u>	<u>\$ (4,758,066)</u>	<u>\$ 1,278,727</u>

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, 2022

	2022	2021
Operating activities		
Annual surplus	\$ 3,654,709	\$ 1,728,841
Charges not affecting cash –		
Amortization	3,919,846	4,049,249
(Gain) loss on disposal of tangible capital assets	196,746	398,668
	<u>7,771,301</u>	<u>6,176,758</u>
Net change in non-cash working capital items –		
Taxes receivable	(322,560)	253,067
Accounts receivable	(618,664)	(896,120)
Inventories for resale	-	192
Prepaid expenses	(675,085)	(144,451)
Accounts payable and accrued liabilities	425,293	2,271,680
Deferred revenue – other	168,435	48,741
Deferred revenue – obligatory reserve funds	-	(306,578)
Solid waste landfill closure and post-closure liabilities	(26,289)	(50,143)
	<u>(1,048,870)</u>	<u>1,176,388</u>
Cash provided by operating activities	<u>6,722,431</u>	<u>7,353,146</u>
Capital activities		
Acquisition of tangible capital assets	(13,270,932)	(4,235,200)
Proceeds on sale of tangible capital assets	137,923	323,099
Cash used for capital activities	<u>(13,133,009)</u>	<u>(3,912,101)</u>
Financing activities		
New debt issued	596,342	3,941,927
Debt repayments	(1,663,216)	(1,477,525)
Cash provided by (used for) financing activities	<u>(1,066,874)</u>	<u>2,464,402</u>
Increase (decrease) in cash	<u>(7,477,452)</u>	<u>5,905,447</u>
Cash, beginning of year	<u>13,695,389</u>	<u>7,789,942</u>
Cash, end of year	<u>\$ 6,217,937</u>	<u>\$ 13,695,389</u>
Represented by		
Cash	<u>\$ 6,217,937</u>	<u>\$ 13,695,389</u>
Supplemental cash flow information		
Interest paid	\$ 332,480	\$ 334,738

The accompanying notes form an integral part of these financial statements.

INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers
of the Corporation of the City of Temiskaming Shores:

Qualified Opinion

We have audited the financial statements of the Provincial Offences Act Office - City of Temiskaming Shores, which comprise the statement of financial position as at December 31, 2022, and the consolidated statements of operations and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matters described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Provincial Offences Act Office - City of Temiskaming Shores as at December 31, 2022, and its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Qualified Opinion

The financial records 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, 2022 are revenues of \$28,630 received on behalf 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.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Provincial Offences Act Office - City of Temiskaming Shores in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the 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.

In preparing the financial statements, management is responsible for assessing the Provincial Offences Act Office - City of Temiskaming Shores' ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Provincial Offences Act Office - City of Temiskaming Shores or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Provincial Offences Act Office - City of Temiskaming Shores' financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Provincial Offences Act Office - City of Temiskaming Shores' internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Provincial Offences Act Office - City of Temiskaming Shores' ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Provincial Offences Act Office - City of Temiskaming Shores to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

PROVINCIAL OFFENCES ACT OFFICE – CITY OF TEMISKAMING SHORES

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2022

	2022	2021
FINANCIAL ASSETS		
Cash	\$ 46,625	\$ 129,132
Accounts receivable	27,295	27,952
Municipal allocations receivable	8,298	-
	<u>\$ 82,218</u>	<u>\$ 157,084</u>
LIABILITIES		
Victim surcharge payable - Province of Ontario	\$ 3,540	\$ 31,715
Accounts payable - other provincial offences act offices	7,597	14,661
- other payables and accrued liabilities	67,005	106,713
Municipal allocations payable	-	1,142
Deferred revenue	4,076	2,853
	<u>\$ 82,218</u>	<u>\$ 157,084</u>

The accompanying notes form an integral part of these financial statements.

PROVINCIAL OFFENCES ACT OFFICE – CITY OF TEMISKAMING SHORES
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2022

REVENUES	Budget 2022	Actual 2022	Actual 2021
Fines, costs and fees			
Home court			
Highway traffic	\$ 661,856	\$ 404,608	\$ 443,273
Liquor license	11,541	2,868	7,667
Provincial offences	189,055	129,738	366,889
Municipal by-law fines	7,600	4,365	4,140
Dedicated fines	16,772	25,851	20,559
Victim fine surcharge	171,636	93,166	155,361
Other provincial offences act offices	149,937	28,630	33,592
	<u>1,208,397</u>	<u>689,226</u>	<u>1,031,481</u>
Investment and other income	3,097	2,539	1,882
Transfer from municipalities	-	8,298	-
Total revenues	<u>1,211,494</u>	<u>700,063</u>	<u>1,033,363</u>
EXPENDITURES			
Salaries, wages and employee benefits	98,765	147,270	105,330
Materials			
Materials and supplies	15,645	7,668	11,336
Travel and conference	2,220	1,281	706
	<u>17,865</u>	<u>8,949</u>	<u>12,042</u>
Services			
Professional fees	94,223	184,260	67,908
Telephone and computer services	15,033	5,997	5,466
Collection fees	22,125	22,059	22,792
Provincial government cost recovery	94,620	80,900	64,013
	<u>226,001</u>	<u>293,216</u>	<u>160,179</u>
Rent and financial expenses			
Rent and administrative fees	141,440	103,060	171,569
Bank charges	9,021	10,612	11,691
	<u>150,461</u>	<u>113,672</u>	<u>183,260</u>
External transfers			
Fines collected on behalf of others			
Dedicated fines	16,772	25,780	20,559
Victim fine surcharge	171,636	93,166	155,341
Municipal by-law fines	7,600	3,936	3,936
Other provincial offences act offices	26,053	14,074	25,204
Transfer to municipalities	496,341	-	367,512
	<u>718,402</u>	<u>136,956</u>	<u>572,552</u>
Total expenditures	<u>1,211,494</u>	<u>700,063</u>	<u>1,033,363</u>
Annual surplus	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

The accompanying notes form an integral part of these financial statements.

PROVINCIAL OFFENCES ACT OFFICE – CITY OF TEMISKAMING SHORES

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2022

Operating activities	2022	2021
Net change in non-cash working capital items -		
Accounts receivable	\$ (7,641)	\$ (13,609)
Accounts payable and accrued liabilities	(76,089)	38,204
Deferred revenue	1,223	1,705
Cash provided by operating activities and net change for the year	(82,507)	26,300
Cash, beginning of year	129,132	102,832
Cash, end of year	\$ 46,625	\$ 129,132

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.

August 2023

Important - Please call or email the number below

Re: Vegetation Maintenance Program

I am writing to inform you that Hydro One Networks Inc. (Hydro One) is scheduled to complete right-of-way vegetation maintenance along the transmission corridor on or adjacent to your property in 2024.

Hydro One regularly monitors the conditions of its transmission corridors and schedules routine vegetation maintenance to identify incompatible vegetation along our rights-of-way, including tree species or brush that can grow tall enough to compromise the safe operation of power. Keeping vegetation a safe distance from power lines is necessary to ensure minimum clearance requirements established by our regulator, provincial agencies, and our utility partners across North America, to prevent tree related outages and for public safety. Maintaining our assets and infrastructure is vital to providing Ontario with the electricity we all depend on.

Hydro One uses an integrated approach to vegetation management and our forestry technicians assess each right-of-way to determine what work is required in the area. The work in your community will include the removal of non-compatible brush as well as pruning branches away from power lines and removing any dead or hazardous trees that have the potential to interfere with the safe and reliable operation of the power line. In areas where there is a higher density of brush, mechanical equipment may be used.

To ensure our required clearance until the next vegetation maintenance cycle, Navius (Registration #30922) may be selectively applied, where deemed necessary, to control the re-growth of vegetation.

If you have any questions regarding the planned work, please contact Robert Coates at 705-698-5994 or by email at robert.coates@hydroone.com If you are a tenant, we ask that you forward this letter to the property owner.

Thank you for your co-operation as we complete this important work.

Sincerely,

Robert Coates
Area Forestry Technician/Arborist
Forestry Services



47.516690
-79.700290

47.408000
-79.621753



COMMUNIQUE

OFFICE OF THE FIRE MARSHAL
BUREAU DU COMMISSAIRE DES INCENDIES

September 6, 2023

No. 2023-09

Interpretation of s. 6(3) of the *Fire Protection and Prevention Act*

The Office of the Fire Marshal (OFM) has received a number of enquiries from the fire service about fire chiefs' roles and responsibilities with respect to reporting to municipal council. In light of these enquiries, the Fire Marshal has determined that it is appropriate to provide an interpretation of Section 6(3) of the [Fire Protection and Prevention Act, 1997](#) (FPPA).

Section 6(1) of the FPPA stipulates that if a fire department is established for the whole or a part of a municipality or for more than one municipality, the council of the municipality or the councils of the municipalities shall appoint a fire chief for the fire department.

Section 6(3) of the FPPA then specifies the relationship between the fire chief and council as follows:

Responsibility to council

6(3) A fire chief is the person who is ultimately responsible to the council of a municipality that appointed him or her for the delivery of fire protection services.

While a municipality may choose to have the fire chief report through an administrative organizational structure, the fire chief remains accountable directly and individually to council for all aspects of fire safety and the delivery of fire protection services within the municipality.

It is also important that any consideration of these matters be risk-based, as communities are required under [O. Reg. 378/18: Community Risk Assessments](#) to use their community risk assessments to inform decisions about the provision of fire protection services by no later than July 1, 2024.

If you have any questions, please speak with your Fire Protection Adviser.

Application to Purchase Municipal Land

Office Use Only	
Application No.:	_____ Date: _____
Roll No.:	54-18-_____ - _____ - _____
OP Designation:	_____
Zoning:	_____

1. Applicant Information

Name of Applicant: Nerissa Day + Matthew Krul
 Mailing Address: [REDACTED]
 Email Address: [REDACTED] Phone: [REDACTED]

2. Land Information

- New Liskeard Haileybury Dymond

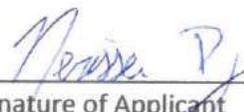
Municipal Address <u>Proctor's Rd. North Cobalt</u>
Legal Description (concession and lot numbers, reference plan and lot/part numbers) <u>Roads between lots: 543177,</u>

3. Proposed use of land:

Residential property

Notes:

- Applications will be circulated to internal departments for comment followed by a memo/report to council to determine if Council would like to proceed with a potential land sale;
- If approval is received to proceed a **Non-Refundable Deposit** of \$250 is required;
- Depending on the circumstances of the land sale additional deposits may be required throughout the process to cover other costs such (i.e. reference plans, advertising fees, appraisal, legal fees etc.);


 Signature of Applicant

18/09/23
 Date (dd/mm/yy)

Local Government Week

October 15-21, 2023

#LocalGovWeek

Local Government Week is an opportunity to promote the successes and hard work that all local government professionals do to serve their communities.

What Do Local Governments Do?

Municipalities are the level of the government closest to the people. From transportation and economic development, to affordable housing and social services, local governments are responsible for the delivery of many services that we all use on a daily basis.



“Local government is full of great people and brilliant minds that come together to bring a project or vision to life. Local government offers a number of services, and I always find myself learning something new.”

Liz Barber
Board & Committee Coordinator

Local governments in Ontario include:

- 444** Municipalities¹
- 72** School Boards¹
- 34** Public Health Units²
- 36** Conservation Authorities³

Local Government Roles and Responsibilities

- Airports
- Animal Control
- Building Code
- Bylaw Enforcement
- Arts and Culture
- Chief Administrative Officers
- Cemeteries
- Children’s Services
- Economic Development
- Fire Services
- Garbage Collection and Recycling
- Electric Utilities
- Library Services
- Long-Term Care and Senior Housing
- Municipal Clerks
- Municipal Managers
- Municipal Treasurers
- Road Maintenance
- Paramedics
- Parks and Recreation
- Public Transit
- Planning
- Police Services
- Property Assessment
- Public Health
- Social Housing
- Social Services
- Tourism
- Water and Sewage

¹ Province of Ontario

² Association of Public Health Agencies

³ Conservation Ontario

Why Choose a Career in Local Government?

Every day local governments work hard to make life happen. From taking care of necessities like roads, waste, and water, to creating diverse arts, culture, and tourism experiences, to finding innovative solutions to tomorrow's challenges, local government professionals are change-makers and community builders. If you are an innovator, a social entrepreneur, or someone who wants to make a difference, a career in local government may be the perfect opportunity!

A career in local government can be extremely rewarding and allow you to:



Make a difference in your community through meaningful and challenging work



Experience dynamic work environments that are constantly evolving



Build a comfortable lifestyle while earning competitive pay and retirement savings



Build an impactful career with lots of opportunities across the province



Get involved with local government today to have a direct impact on your community!

Produced by the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO), 2023.



DTSSAB Quarterly Report

Q2 - 2023

April 1st - June 30th

Mark Stewart
Chief Administrative Officer

John McCarthy
Chief of EMS

Louanna Lapointe
Ontario Works Manager

Steve Cox
Housing Services Manager

Lyne Labelle
Children's Services Manager

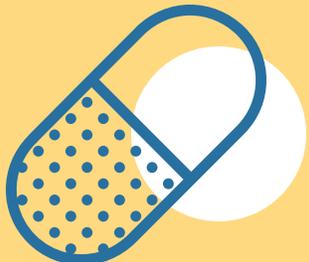
Rachel Levis
Director of Human Resources

Janice Loranger
Director of Finance

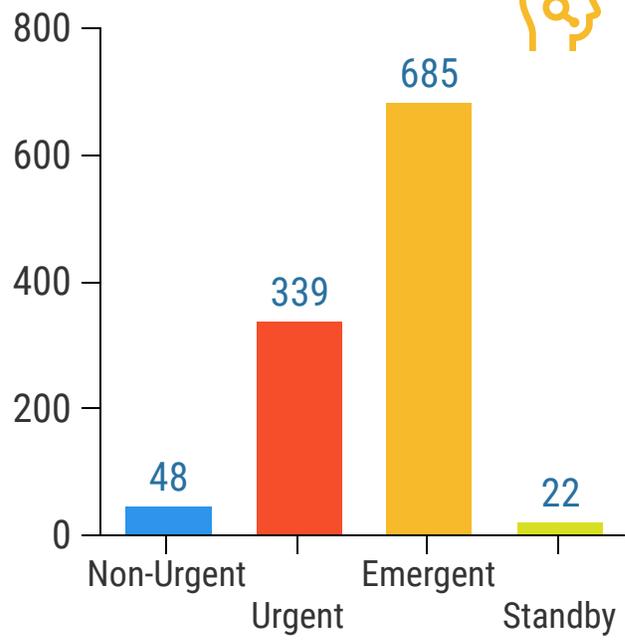
Prepared By:
Michelle Sowinski
Communications and Executive Coordinator



Emergency Medical Services and Community Paramedicine



2023 Q2 Call Volume



Non-urgent call trend towards a decrease, with projected emergency calls remaining steady. When comparing this data to the initial biannual response time report, projected minimum response times for emergencies across our district are being achieved. It is anticipated that this trend will continue and result in faster response times.



Paramedic Services Week

Paramedic Services Week was recognized across Canada on May 21-27. Local recognition included various municipalities releasing a proclamation that May 21-27th was Paramedic Services Week, local printed media, and daily social media posts centered around "I called 911, now what?" were shared. DTSSAB EMS Paramedics were formally thanked across the district bases for the outstanding emergency care and dedication they offer every day of the year.



Service Review / Accreditation

The EMS department recently underwent the Ministry of Health ambulance service review as required every three years. The process is a detailed review of over 246 checkpoints that reviews the entire EMS Department.

DTSSAB EMS received its most successful Service Review report as part of its recertification and licensing process.

New Equipment and Directives

DTSSAB EMS Paramedics completed training on the new provincial treat and discharge medical directives this quarter. These directives include coverage of conditions such as seizures and hypoglycemia, enabling Paramedics to assess and treat based on prescribed criteria, preventing unnecessary Emergency Room Visits.

Four new pieces of equipment were also launched in the service this quarter.

Neomate



Kangoofix



The Kangoofix is a piece of equipment designed to transport a newborn securely fastened to the mother that allows for bonding following pre-hospital deliveries. The Neomate is a device that is secured to the ambulance stretchers allowing for the safe transport of babies that weigh less than 15lbs. The Paramedics have been using a similar piece of equipment known as the Pedimate for many years that allows them to transport infants between 10 – 40 lbs. The Neomate and Pedimate combination will ensure safely transport all ages of patients.



Paramedics are now required to wear the Personal Flotation Device (PFD) (image left) when working on or near water. They will automatically inflate should the Paramedic be incapacitated when entering the water. To the right is the Manta Mat, a flexible patient-carrying device to be used when rigid traditional extrication devices such as backboard and stretchers are not feasible.





Community Partnerships

To foster the continued growth and development of positive working relationships with local healthcare partners, DTSSAB EMS Leadership meets monthly with local hospitals for trouble-shooting and discussions centered around continuous improvement, this creates a space for collaborative approaches to ensure the highest possibly quality of care for Timiskaming residents and visitors.

Training and Development

Members of DTSSAB EMS Leadership attended the Ontario Association of Paramedics Chiefs Symposium this spring. Topics covered included labour relations, improving mental health awareness, and providing mental health support to paramedics across the province.

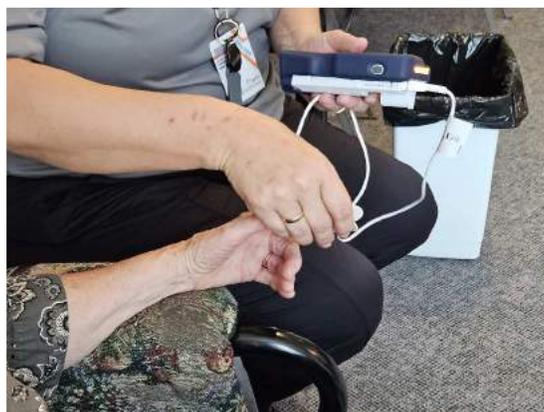
Community Paramedicine

189

Active Clients

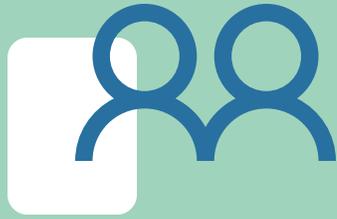
Program Development of the Community Paramedicine Program this quarter included:

- Remote Patient Monitoring program completed its trial between June 1 to August 30, with one client enrolled. This allowed staff to get oriented with the equipment. Dr. Churman, the Medical Director, initiated a protocol which is now a Medical Directive for Congestive Heart Failure in June.
- Magnetic Document Holders have been purchased for distribution to clients for storage and easy access to health information. The intent of the creation is to reduce confidentiality issues with sharing patient information, store medication list, DNR document, and Vitals Record.
- Wellness Clinics are being held across the district on a monthly basis in DTSSAB Housing Buildings: Central - Every 2nd Wednesday, South – Every 3rd Wednesday,- North – Every 4th Wednesday
- To support the growing client base, a Community Paramedicine Office was setup in the Central part of the district



ONTARIO WORKS

The information below will provide a highlight of our Ontario Works program's second quarter (April, May and June 2023) performance, operational, and delivery standards, as well as an update of our activities.



Application for Assistance and Approvals

Cases that exited Ontario Works

149

Monthly Caseload Average (+5)

641

Number of Emergency Assistance cases granted

3

Number of New Applications (6 more than previous quarter)

172

Total of new cases granted Ontario Disability Support Program (ODSP) (2 more than last quarter)

16

Monthly average of cases reporting employment earnings (10 less than last quarter and less than historical trends)

3

Percentage of Applications Completed through the Province's Social Assistance Online Application

50%

We continue to have an increase in new applications for the second quarter of 2023. The reason for applying for assistance varies from domestic violence, release from incarceration, no source of income, substance abuse, difficulty finding suitable employment and health related issues.

Community Partners

Case workers from the Ontario Disability Support Program have recommenced scheduling appointments with clients in the South Office, continuing the positive working relationships between Ontario Works (OW) and ODSP.



Ontario Works Service Delivery Plan

Case workers are key to our social assistance team, dedicated to providing comprehensive, client-centered services to promote stability, well-being, and self-sufficiency for our clients. This role involves developing and implementing individualized case management plans, coordinating services across multiple agencies, and advocating for clients to ensure they receive the necessary support to achieve their goals.

Digitization

To effectively manage a caseload and foster the development of trusting relationships and successful employment plans, further software management features have been implemented into the Ontario Works delivery plans, allowing caseworkers to focus on what matters, the client. This included going paperless on April 1, 2023 with Accerta Worx, which provides confirmation of eligibility to Optometrists and Dentists for Ontario Works and Ontario Disability Support clients. As well as going live with MyBenefits, a service that enables clients to access their file online to view details such as pas payments, report income, verification of Social Assistance to Community Partners (such as the food bank, optometrist, dentist).

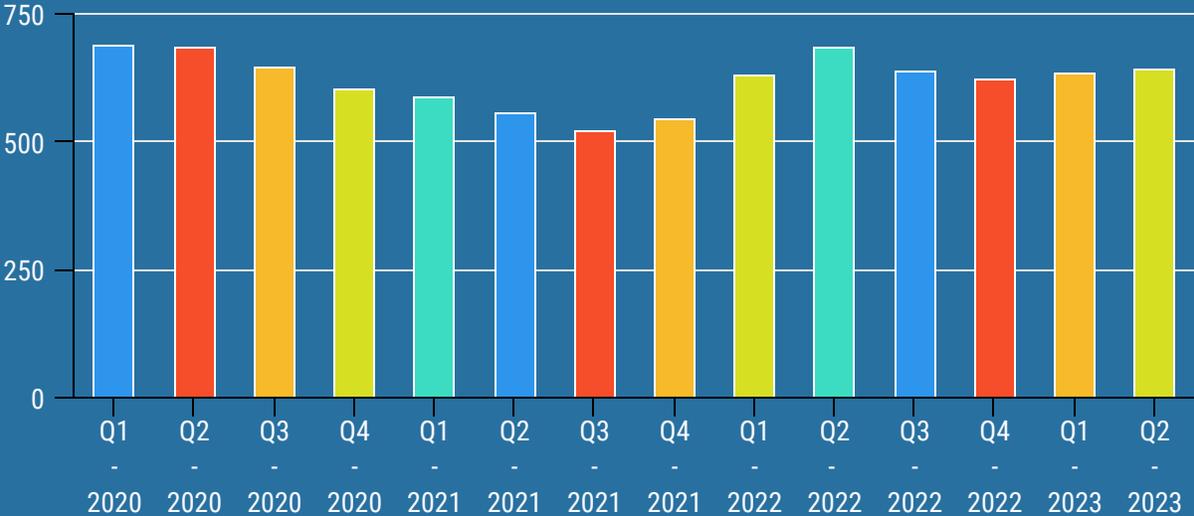
Employment Assistance

Case workers must determine and monitor ongoing eligibility for employment and financial assistance. Our staff require knowledge of our local community partners including all available resources to support realistic employment plans and successful referrals for our clients. It is essential that case workers have skills in place such as motivational and negotiation skills to support accurate employability assessments and a collaborative planning process that actively engages clients and recognizes each client’s skill, experience, circumstances and barriers.

A condition of eligibility is participation in an approved employment assistance activity. Clients and case workers work together to create an action-oriented plan that identifies the activity the client will undertake to prepare for, find and maintain employment.

Many clients have restrictions to participating in an employment activity. Restrictions may be a result of a physical limitation, medical condition, or personal circumstances. A temporary deferral may be appropriate depending on the circumstance, such as, victim of family violence, family medical leave, house arrest, parental leave or a disability that makes any degree of participation not feasible.

Average Caseload Trend



● No. of Cases

HOUSING SERVICES

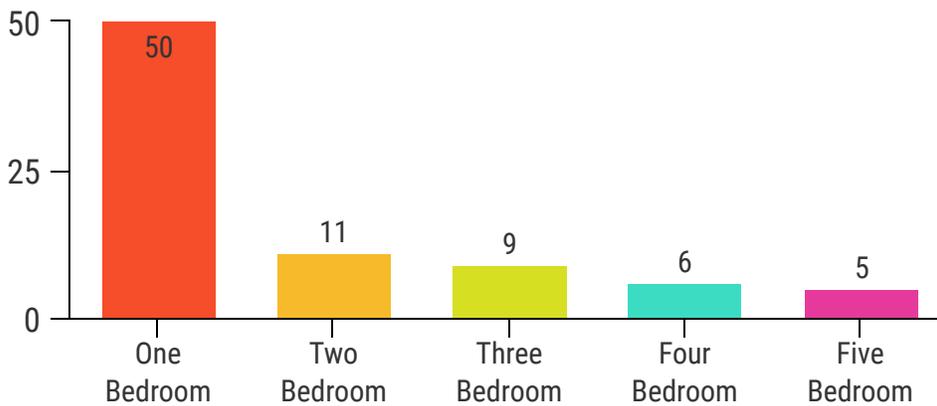


Centralized Wait List

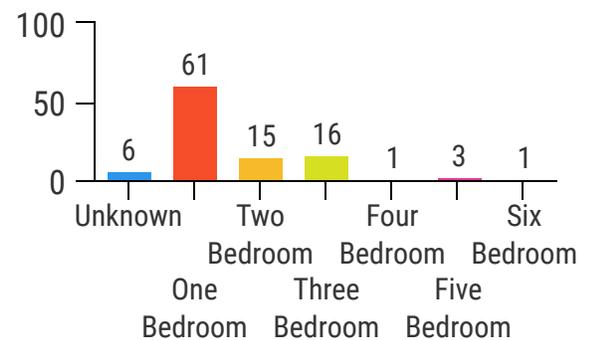
Throughout the second quarter of 2023 the Housing Services received 79 new applications seeking housing in our District.

Over this period 33 of the 79 applications were online and 46 of the applications were paper format. This is an 42 % - 58 % split. Our online application was rolled out in August of 2021 and has been active for just under 2 years.

Application Activity Based on Bedroom Size in Q2



Application Activity Based on Bedroom Size in Q1



2023 Conference - Canadian Alliance to End Homelessness (CAEH)

It was announced that the DTSSAB, in partnership with The Salvation Army, will be presenting at the 2023 Canadian Alliance to End Homelessness Conference discussing the Hope Haven Transitional House project in Kirkland Lake, specifically addressing the challenges of addressing homelessness in rural and remote areas. The intent of the presentation is to demonstrate the benefit of innovative, collaborative solutions that can be cost-effective and efficient, specifically in communities with similar demographics to the Timiskaming District.

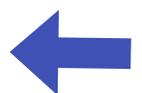


Unit Vacancy

Vacancies vary from month to month and are difficult to forecast. In the second quarter of 2023, the Housing Services Program saw 29 Move outs and 28 Move Ins.



29 Move Outs



28 Move Ins



Timiskaming By-Name List Update

153

individuals on the list since December 2021

93

Individuals assisted through the Homelessness Prevention Program (HPP)

60

Individuals with no assistance, 15 pending

\$170,169.91

Total amount of funding used to assist individuals



Canada-Ontario Community Housing Initiative & Ontario Priorities Housing Initiative (COCHI & OPHI)

COCHI funding is allotted to repair and regenerate existing community housing stock. The OPHI funding provides support to individuals in the district through four components, Tenant Supports, Rent Supplements and Ontario Renovates.

Component Allotments

COCHI	- \$ 350,900
OPHI	- \$ 194,700.00
Canadian-Ontario Housing Benefit (COHB)	- \$ 81,700

It should be noted that at the writing of this report (July 28th 2023) the Ministry has not yet released the funds so there could be issues completing the projects on time.

Our two projects are:

- RCL Zone – K-1 Vets Home (Haileybury) – Paving parking lot area
- 25 Tweedsmuir Road, Kirkland Lake – full replacement of Elevator car to be brought up to code.



2023 Capital Project Profiles

69 Sixth Avenue Englehart Roof Replacement

Due to various challenges 69 Sixth Avenue Englehart Roof Project was deferred to 2023 – it has now been completed.



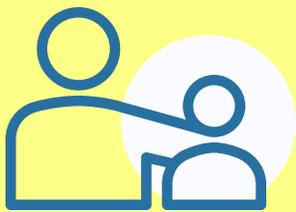
Tenant Landscaping

Allowances are provided to each buildings for landscaping projects, where individual tenants and/or groups cultivate lovely garden beds and landscape features. Certain buildings also host fundraisers to maximize their efforts. Below are some photos from 100 Market Street, the result of two very dedicated tenants.



CHILDREN'S SERVICES

Knowing Our Numbers



The DTSSAB is participating in “Knowing Our Numbers,” a community collaboration across Ontario. The federal government’s historic \$27-billion investment in child care and the agreements signed with provinces and territories prioritized lowering parent fees and expanding the number of child care spaces. Educators who care for our children are often overlooked in the race to achieve these goals.



A province-wide collection system with a local lens will support this important work and inform decision makers and the children’s services sector about the state of the child care system. Findings will allow for community comparators, highlight common trends, identify staffing gaps and workforce deserts, track year-by-year trends and regional strengths, and pinpoint priority areas.

On June 8, 9, 10, 2023 the DTSSAB Children’s Services Staff welcomed Dr. Emis Akbari and her research team from the Atkinson Centre to our district. We took the opportunity to highlight areas of interest across our district. As part of this study Dr. Akbari and her team conducted a focus group in our community to elevate the voices of child care staff in northern regions. Over twenty-five staff participants from child care centres in our district attended the focus group. The benefits of having focus groups like this ensure that unique challenges and best practices of our communities are heard.



In addition, the DTSSAB’s Children’s Service Program collaborated with Dr. Akbari on the Importance of Early Childhood Educators. Through a partnership with Dr. Akbari, a short promotional video was produced in English, French, and includes highlights of Indigenous led programs, and on the importance and value of early childhood educators to children and families. The DTSSAB will own the copyright material and may use segments of videos for other promotional materials. The video will be available on social media in the Fall of 2023.

Early Learning School Readiness Program (ELSRP)

ELSRP is a 2.5-hour program which aids in developing important skills to prepare for kindergarten. The free ELSRP program available at child care centres in the district.

Every year in the month of June, children who have completed the program take part in a Graduation Ceremony.

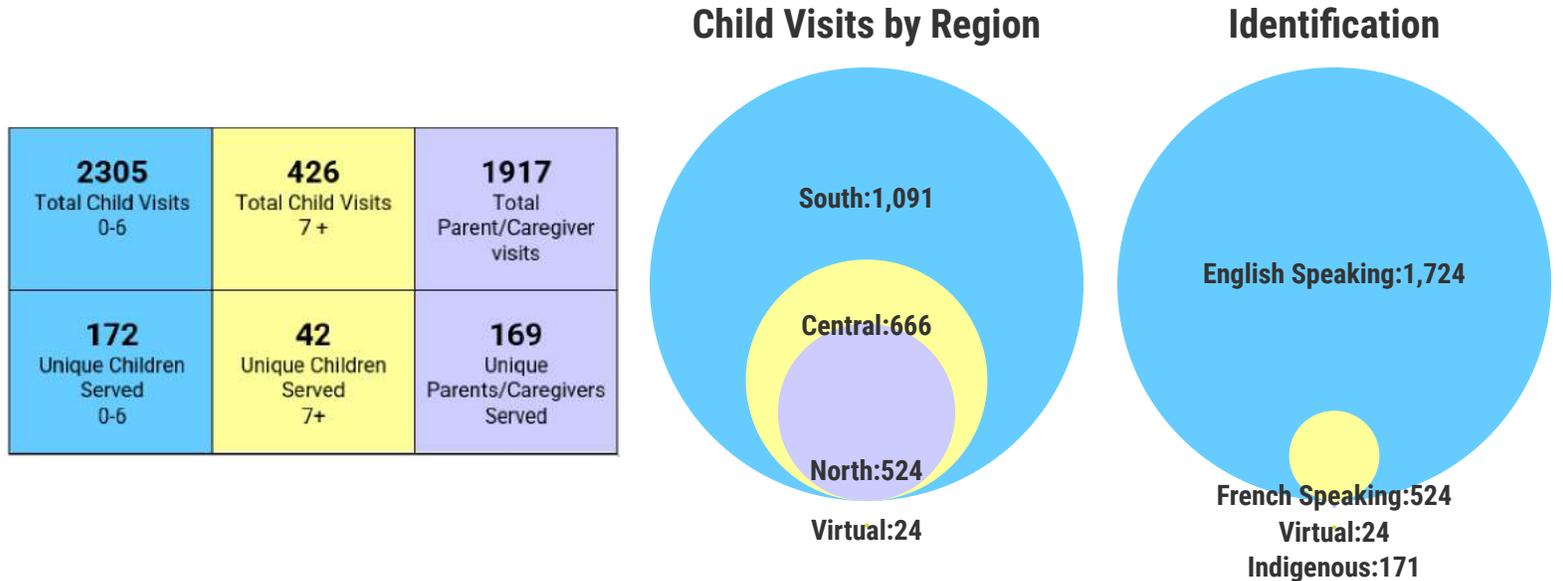
In 2023, we saw over two hundred children graduate! The graduates received a T-shirt in the language of the centre they attended.



Overview Timiskaming EarlyON-ON y va

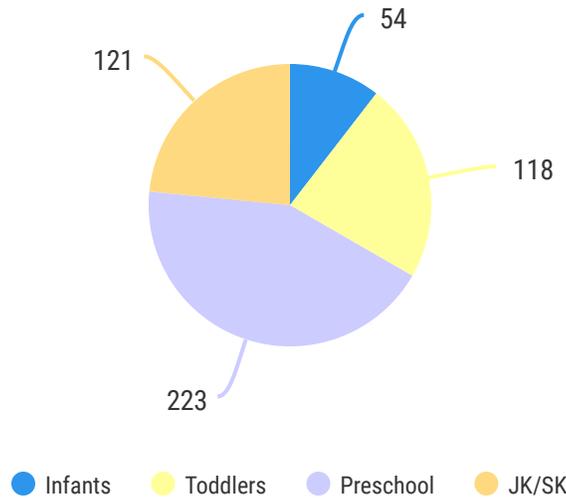
EarlyON Centres in our District offer free programs to parents/caregivers and their children from birth to six (6) years of age. These centres welcome all families to participate in quality programs that help strengthen adult-child relationships, support parent education, and foster healthy child development. For more information, please visit the following link:
<http://www.timiskamingchildcare.ca/programs/earlyon-on-y-va-child-and-family-centres/>

The following data provides a snapshot of Timiskaming EarlyON activities during Q2 of 2023.



Canada-Wide Early Learning Child Care (CWELCC)

Q2 Fee Reduction Data



632

Average Number of Children Served through Fee Reduction

\$388,597.37

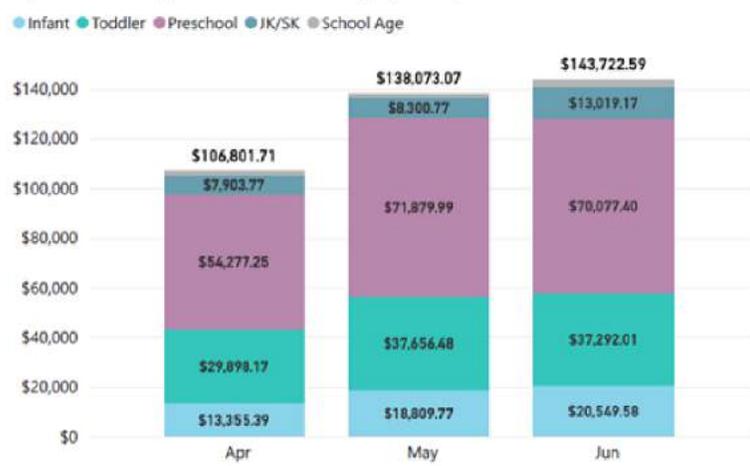
Expenditures to support Full Fee Children Reductions

\$73,430.82

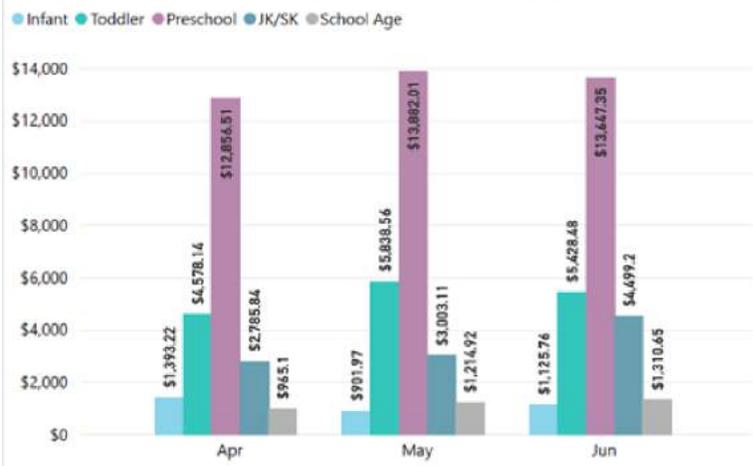
Expenditures to support the reduction of Subsidized Children Parental Contribution

Canada-Wide Early Learning Child Care (CWELCC)

Expenditures to Support Reduction in Fees by Age Group



Expenditures to Support Reduction of Parental Contributions by Age Group



Canada-Wide Early Learning Child Care (CWELCC) Cost Escalation

As part of CWELCC implementation, the Ministry of Education included additional funding to support cost increases that Providers may face that are beyond the licensee’s control and may impact their capacity to participate in CWELCC. Licensees can only use the cost escalation funding to address operating cost increases beyond the control or discretion of the licensee, such as salaries, wages, benefits, operations, and accommodations costs.

Licensed child care providers in the District of Timiskaming received **\$203,927.98** of CWELCC Cost Escalation Funding.

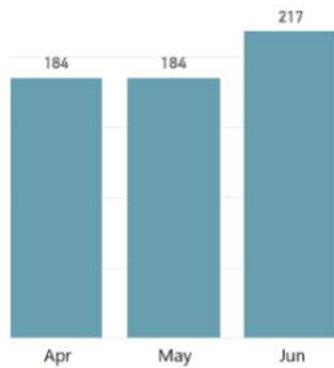
Family Discount

The Family Discount was initially introduced in July 2018 as a local initiative made possible by funding received through the Canada-Ontario Early Learning and Child Care (ELCC) Agreement. Families with two or more children receiving licensed child care services, in any of the District’s child care centres and/or home child care settings, receive a flat rate discount of \$10 per day for the second and subsequent children as long as additional children are enrolled in programs with daily rates exceeding \$10 per day. The discount is calculated on the lowest number of days attended by a child (children) in the family. CWELCC does will not affect the family discount – The family discount will continue to be applied to parent accounts after the CWELCC is calculated.

Centre	0-4	JK/SK	Gr. 1 +	Total
Centre pour enfants Timiskaming Child Care	73	60	93	226
Englehart and Area Child Care Centre	10	9	11	30
Garderie Francofleur & Miel	26	9	7	42
Keepers of the Circle	35	11	25	83
New Liskeard Stepping Stones Day Care	26	7	17	50
Second Street Day Care	39	19	25	83
Total	208	115	176	499

Family Discount

Unique Families Served by Month



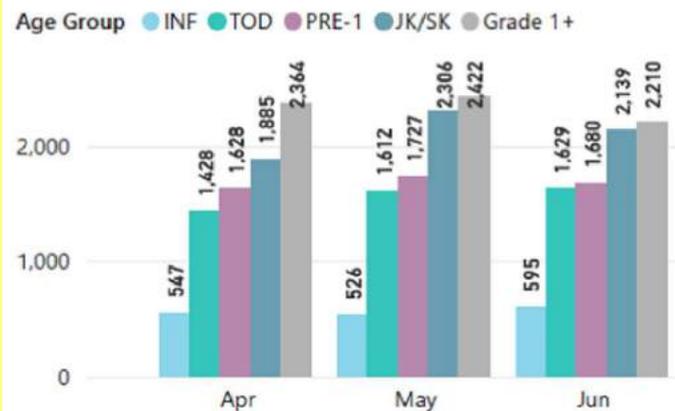
Total Expenditures by Month



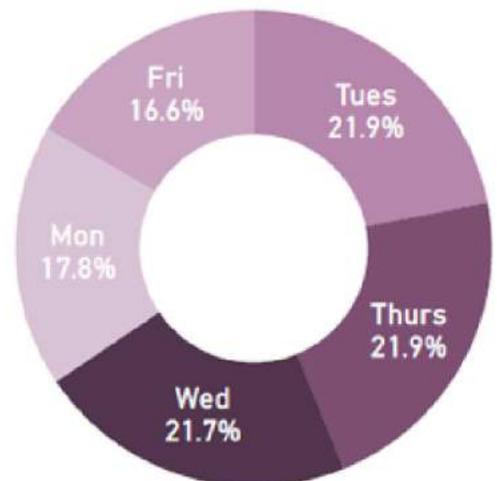
Attendance

Attendance can fluctuate throughout the district based on family needs. The charts below provide a snapshot of what attendance in child care centres looked like in the second quarter of 2023.

Total Attendance by Month



Percentage of Total Attendance by Day





HUMAN RESOURCES

Key non-confidential HR Q2 initiatives and/or activities included, but were not limited to:

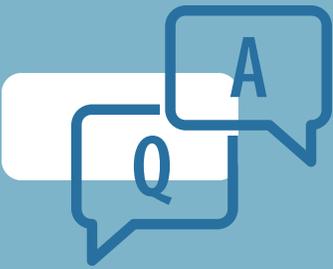
Human Resources Information System (HRIS) / ADP Workforce Now Update

The HR Team is expanding use of this electronic tool, gradually providing increased access to the central repository of employee documents. Leaders will be able to retrieve and upload their staff's performance documentation and access non-restricted employee file information on a self-serve basis. The new employee onboarding component is also now in full use by HR and Finance/Payroll. Over the next months, the HRIS's recruitment features (i.e.: applicant tracking capabilities) will be activated and trialed. The HR team is also exploring the possibility of implementing the performance management features by year's end or Q1 2024.



CUPE Collective Bargaining Update

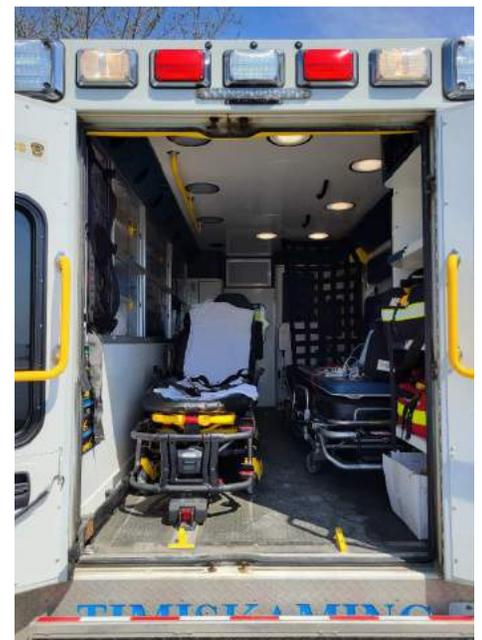
Discussions with the CUPE bargaining committee resumed in mid-May. Committee members engaged in productive and meaningful discussions. Despite best efforts, the proposed agreement presented to CUPE members was not ratified. The matter has been referred to conciliation and meetings are scheduled to resume in the fall.



EMS Recruitment

The HR Team worked with the EMS Program to post multiple permanent full-time positions in preparation for the upcoming fall changes to 24/7 emergency coverage at the Central EMS base, as well as resulting from the extension and expansion of the Community Paramedicine program. Much coordination in scheduling and planning for future staff movement was required by the EMS Executive Assistant, as HR prepared approximately 50 permanent full-time, temporary backfilling, as well as part-time offers to facilitate these employment changes.

EMS Team Leaders were also recruited to backfill EMS Superintendents, as needed, and particularly while acting EMS leadership assignments continue. Team Leaders help support the operational demands and relieve workload pressures associated with the Deputy Chief vacancy. A new Paramedic probationary evaluation tool, to support successful onboarding efforts, improve two-way communication with new hires and better assess Paramedic competencies during probation is currently being trialed by EMS leadership.



HUMAN RESOURCES

Health and Safety Improvement Initiatives

HR continues to collaborate with DTSSAB programs on health and safety initiatives. This has included ensuring efficient injury reporting (i.e.: operational stress injuries), updating health and safety policies and procedures (i.e.: Office Closure, EMS Code Grey & Procedure for Critical Incident Stress Calls), and reviewing current EMS peer support and mental health offerings.

The HR Supervisor initiated the formation of a coalition with health and safety practitioners at other DSSABs to enable information sharing, draw from best practices, and expand access to available H&S resources. Work continues on the WSIB Excellence Program. Currently the HR Team is preparing fall plans, which includes focusing on enhancing Housing Services-specific health and safety. The Public Services Health and Safety Association (PSHSA) will complete a comprehensive hazard risk assessment, as well as provide training on hazard analysis. Front-line program leaders (HS, OW EMS), EMS and CUPE Joint Health and Safety Committee members, as well as Housing Services Building Custodians will be invited to the training. The risk assessment report will identify required action items and help with planning for next steps.

The HR team is also currently working with a PSHSA Health and Safety Consultant to roll out an Occupational Stress Injury Resiliency (OSIR) Tool to all staff and leaders in the fall. The OSIR is an assessment / survey tool that helps organizations understand risks for occupational stress injuries (OSI), such as burnout, compassion fatigue, vicarious trauma, as well as identify preventive approaches to support the building of resilience in staff. The results of the assessment will also help guide a workplace mental health strategy.



HUMAN RESOURCES

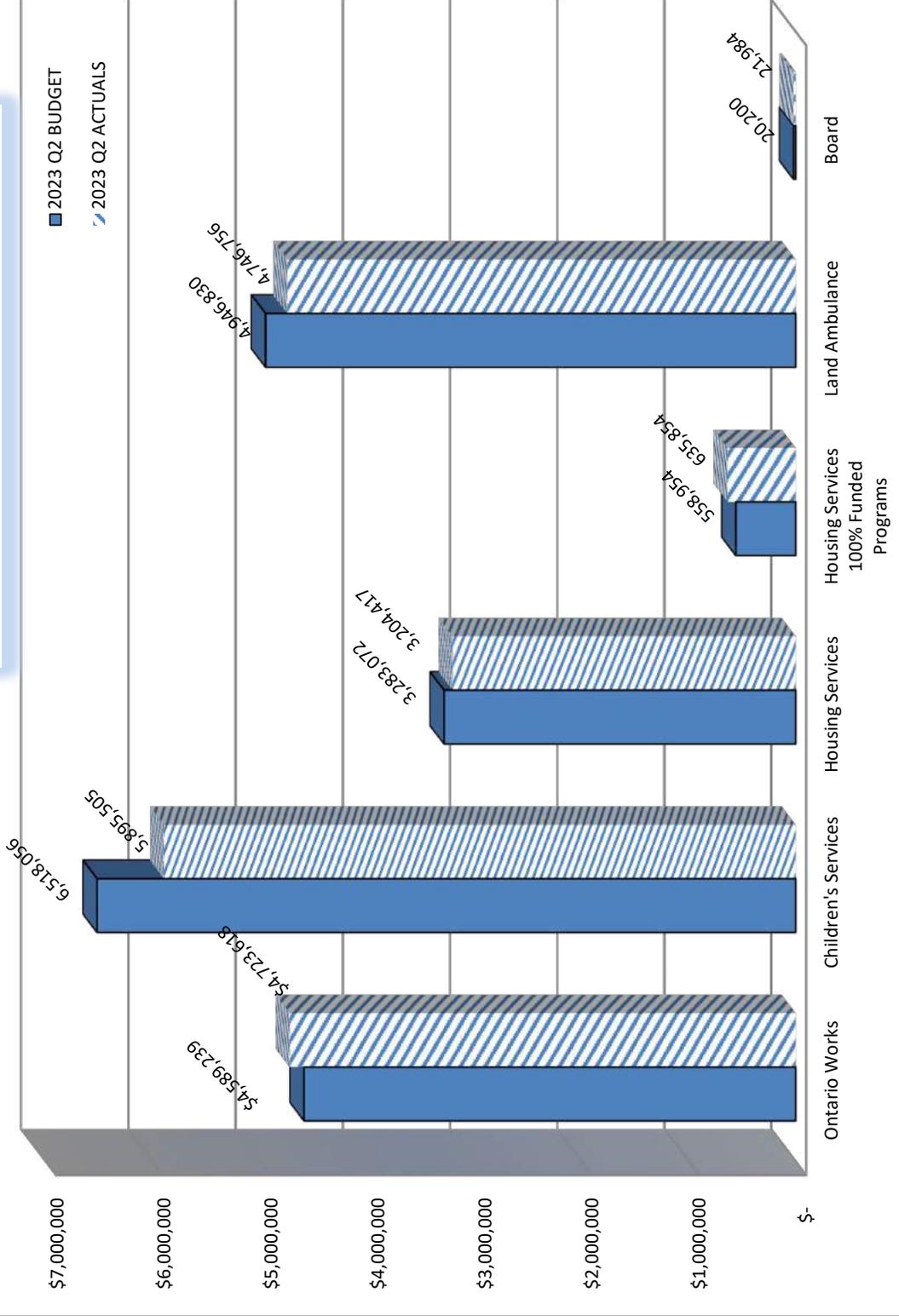
Position	Recruitment Status	Details & Comments
Emergency Medical Services Paramedic (Central x4)	Filled internally Permanent Full-time	Vacancies due to introduction of 24/7 at the Central EMS Base
Emergency Medical Services Paramedic (North x1)	Filled internally Permanent Full-time	Vacancy due to retirement
Emergency Medical Services Community Paramedic (North x2) Community Paramedic (South x2) Community Paramedic Team Lead (x1)	Filled internally Permanent Full-time	Temporary positions introduced by way of a Letter of Understanding with SEIU were approved as permanent positions due to extended funding of the Community Paramedicine program
Emergency Medical Services Alternate Community Paramedic (North x5) (South x4)	Filled internally Permanent Casual	Temporary positions being trialed, based on identified demographic needs of the Paramedicine Program
Emergency Medical Services Community Paramedic (Central x2)	Filled internally Temporary Full-time	Temporary positions being trialed, based on identified demographic needs of the Paramedicine Program
Emergency Medical Services EMS Superintendent, Acting (x1)	Filled internally Temporary Full-time	Temporary assignment of Paramedic to Acting Superintendent (6 months)
Emergency Medical Services Paramedic (South x1)	Filled internally Temporary full-time	Backfill assignment during temporary Acting EMS leadership assignment
Emergency Medical Services Paramedic (South x1)	Filled internally Temporary Full-time	Backfill assignment for an extended leave
Emergency Medical Services EMS Team Leader (South x6)	Filled internally Permanent Casual	Coverage for EMS leadership (i.e.: vacation, training)
Ontario Works Ontario Works Caseworker (North x1)	Filled externally Permanent Full-time	Position added to existing OW staffing complement due to increased caseloads in the North of the District
Ontario Works Housing and Community Outreach Coordinator (District Wide x1)	Filled internally Permanent casual	Filled internally to backfill permanent incumbent (i.e.: vacation, training)
Housing Services Program Assistant (North x1)	Filled externally Permanent Full-time	Vacancy due to resignation of permanent incumbent



DISTRICT OF TIMISKAMING SOCIAL SERVICES ADMINISTRATION BOARD

2023 SECOND QUARTER FINANCIAL REPORT

DTSSAB 2023 SECOND QUARTER YTD FINANCIAL COMPARISON



DISTRICT OF TIMISKAMING SOCIAL SERVICES ADMINISTRATION BOARD



2023 SECOND QUARTER BOARD REPORT

	2023 APPROVED BUDGET	2023 Q2 BUDGET	2023 Q2 ACTUALS	2023 Q2 VARIANCE
Expenditures				overbudget (underbudget)
Ontario Works	\$ 9,212,800	\$ 4,589,239	\$ 4,723,618	\$ 134,379
Children's Services	13,227,289	6,518,056	5,895,505	(622,551)
Housing Services	6,926,700	3,283,072	3,204,417	(78,655)
Housing Services 100% Funded Programs	1,107,198	558,954	635,854	76,900
Land Ambulance Board	9,620,200	4,946,830	4,746,756	(200,074)
	41,100	20,200	21,984	1,784
Total Expenditures	\$ 40,135,287	\$ 19,916,351	\$ 19,228,134	\$ (688,217)

Ontario Works

As of Q2, Ontario Works is overbudget by \$134,379. Direct Client Expenditures are overbudget by \$107,000 due to an increasing caseload. These costs are paid 100% by provincial funding, so there is no financial impact to the DSSAB. SSRF is overspent by \$300,000 due to additional costs for Zack's Crib that were carried over from 2022. Salaries and benefits are underbudget by \$78,000 due to staff vacancies. The program support allocation is also less than budgeted by \$159,000 since interest rates are very high and the high interest revenue has offset some of the costs. Ontario Works administration funding covers the majority of our program support costs, so the favourable impact to Ontario Works is the biggest.

Children's Services

Children's Services is underbudget by approximately \$622,000. The variance is mainly attributable to underspending of \$633,000 on the new Canada Wide Early Learning Child Care. This is a new initiative and the province has allocated more funds than we require for 2023. We anticipate having to return some of these funds. We are also underspent by \$206,000 in our General Operating grant, our After School Program, and our Family Discount programs. We are overspent by \$147,000 in our Workforce Funding program since approximately 200,000 was carried over from 2022. We made an additional payment of \$253,000 to Special Needs Program that was not budgeted. This Ministry of Education gave us permission to use remaining 2022 funding for this initiative.

Housing Services

Housing Services is underbudget by \$78,000 approximately. Capital spending is underspent by \$192,000. Spending will increase in Q3 as the summer progresses. Facilities & Maintenance costs are currently overbudget by \$61,000 due to higher snow removal and painting/move out costs and increased security costs. Municipal taxes are overbudget by \$93,000 and will be analysed further. Water and fuel and underbudget, electricity is overbudget.

Housing Services - 100% Funded Programs

100% funded programs are currently overbudget by \$76,900. The majority of this is attributed to the HPP program. We received additional funding for this program than what was originally budgeted, so spending has increased accordingly.

Land Ambulance

Land Ambulance costs are underbudget by approximately \$200,000.

Salaries and benefits are underbudget by \$301,000, due to delayed implementation of the Englehart 24 hour coverage, delayed cost of living increases for non-union staff, early retirement of Acting Chief, and other temporary vacancies.

The Community Paramedicine program is overbudget by \$103,000 due to increased spending in Q1 to maximize ministry funding that had a deadline of March 31, 2023.

PROGRAM SUPPORT	2023 APPROVED BUDGET	2023 Q2 BUDGET	2023 Q2 ACTUALS	2023 Q2 VARIANCE
Operating Expenditures				
Salaries and Benefits	\$ 1,611,400	\$ 813,500	\$ 750,554	\$ (62,946)
Travel, Training and Meetings	41,100	18,550	17,072	(1,478)
Professional Fees	216,000	119,500	93,118	(26,382)
Rent/Lease	170,000	85,000	83,341	(1,659)
Telecommunications	55,200	27,600	24,817	(2,783)
Printing, Translation, Photocopying	16,200	8,100	5,854	(2,246)
Software and Support	81,000	66,500	74,722	8,222
Furniture and Equipment	24,500	12,250	6,924	(5,326)
Insurance	91,000	-	-	-
Office Expenses	16,000	8,000	5,114	(2,886)
Building Repairs and Maintenance	49,000	29,500	29,352	(148)
Recruitment Expenses	9,000	4,500	3,934	(566)
Postage and Courier	30,100	15,050	13,257	(1,793)
Utilities (KL Office)	25,000	12,500	10,267	(2,233)
Advertising and Promotion	6,300	3,150	1,695	(1,455)
Other (Bnk chgs, Ref mat, Svc awards, etc.)	23,800	11,900	9,824	(2,076)
Computer Hardware & Equipment	20,000	10,000	8,363	(1,637)
Memberships and Subscriptions	39,400	19,700	20,809	1,109
Interest & Other Income	(60,000)	(30,000)	(297,312)	(267,312)
Total Operating Expenditures	2,465,000	1,235,300	861,706	(373,594)
Capital Expenditures				
IT Infrastructure	58,000	29,000	3,751	(25,249)
Building Improvements	25,000	-	72,352	72,352
Total Capital Expenditures	83,000	29,000	76,103	47,103
Contribution to IT Equipment Reserve	45,000	-	-	-
Contribution from IT Equipment Reserve	(58,000)	(29,000)	-	29,000
Total Expenditures	\$ 2,535,000	\$ 1,235,300	\$ 937,809	\$ (297,491)

Program Support Variances

The program support budget is underspent by \$297,491.

The biggest reason for this is the high interest revenue of \$297,000 that has been offset against our expenses. We knew interest was high when we budgeted, but we wanted to be conservative in case rates dropped throughout the year.

Salaries and benefits are \$63,000 underspent due to a vacancy, lower WSIB costs, and the delay in the cost of living increase for non-union employees.

Building improvements are currently overspent as the final billing for the KL reception area renovations was completed.

BOARD EXPENDITURE SUMMARY JUNE 30, 2023		BOARD MEETINGS	MILEAGE	MEALS AND OTHER	TOTAL
Board Member					
Cliff Fielder	\$ 1,950	\$ 503	153	\$ 2,606	
Jesse Foley	1,500	130	-	1,630	
Patrick Kiely	1,950	137	-	2,087	
Jeff Laferriere	1,950	534	379	2,863	
Mary- Jo Lentz	1,500	376	-	1,876	
Ian MacPherson	1,500	436	230	2,166	
Derek Mundle	3,000	291	740	4,031	
Rick Owen	1,500	386	-	1,886	
Lois Perry	1,500	336	-	1,836	
Totals	\$ 16,350	\$ 3,129	1,501	\$ 20,980	

This schedule is based on timing of cash payments and may not agree to expenses recorded for accounting purposes.

INVESTMENT SUMMARY JUNE 30, 2023	CHILDREN'S SERVICES	EMS	HOUSING SERVICES	TOTALS
Cash on Hand	\$ 17,517	\$ 22,944	\$ 134,522	\$ 174,983
Federal Bonds				
Canada Housing Trust 2.55% Dec 15, 2023	14,859	19,812	143,637	178,308
Canada Housing Trust 0.95% Jun 15, 2025	27,933	41,900	279,333	349,166
Canada Housing Trust 1.90% Sep 15 2026	28,098	42,147	276,300	346,546
	70,891	103,859	699,270	874,020
Provincial Bonds				
Alberta 3.10% Jun 1, 2024	24,627	39,404	280,752	344,783
Ontario 3.50% Jun 2, 2024	24,717	39,548	276,835	341,100
British Columbia 2.85% Jun 18, 2025	14,496	19,328	140,129	173,953
	63,841	98,280	697,715	859,836
Corporate Bonds				
TD Bank 1.909% Jul 18, 2023	15,113	20,151	146,091	181,355
TD Bank 1.943% Mar 13, 2025	14,225	18,966	142,245	175,436
Bank of Montreal 2.70% Dec 9, 2026	27,947	41,920	274,811	344,678
Royal Bank 2.328% Jan 28, 2027	27,514	41,271	279,727	348,513
Bank of Nova Scotia 2.95% Mar 8, 2027	14,010	18,680	144,767	177,457
Bank of Nova Scotia 3.10% Feb 2, 2028	14,177	18,902	137,039	170,118
Bank of Montreal 5.039% May 29, 2028	9,981	19,962	139,736	169,680
Royal Bank 1.833% Jul 31, 2028	13,013	17,350	143,138	173,501
	135,978	197,202	1,407,556	1,740,737
Market Value of Portfolio - June 30, 2023	\$ 288,227	\$ 422,285	\$ 2,939,063	\$ 3,649,576

All investments are in accordance with the Municipal Act.

There are differences in the Market Value shown here and the accounting value recorded in the financial records.

The money held in these investment accounts does not necessarily agree to the Reserve Fund balances, as there are transfers to or from these accounts that may be outstanding.



2023 Annual General Meeting
Thunder Bay

Resolution # 2023-6

Subject: **Capital Funding**
Affordable Housing Crisis in the North

Date: June 22, 2023

Moved By: **Norman Mann**

Seconded By: **Mark King**

WHEREAS Northern Ontario is in the middle of an Affordable Housing Crisis where there are 8,488 individuals/families on the Community Housing waiting list; and

WHEREAS the Federal budget contained little in terms of support for Affordable Housing specifically for Northern Ontario; and

WHEREAS there has been very little provided to Northern Ontario through the CMHC Co-Investment Fund or the Rapid Housing Initiative; and

WHEREAS the province has failed to recognize the District Social Services Administration Boards (DSSAB) as eligible applicants allowed to borrow from Infrastructure Ontario, thereby disadvantaging 144 Northern municipalities; and

WHEREAS employers who want to expand or develop or relocate their business to Northern Ontario cannot find employees because of the lack of affordable housing in the North.

THEREFORE BE IT RESOLVED THAT NOSDA calls on the Premier to utilize a capital funding mechanism specific to Northern Ontario to support local Service Manager strategies to address the Affordable Housing crisis; and

FURTHER BE IT RESOLVED THAT NOSDA calls on the Premier to make the required changes that would allow DSSAB's to have access to capital financing options through Infrastructure Ontario; and

FURTHER BE IT RESOLVED THAT NOSDA advocate to the federal and provincial governments to ensure they are working together to support and fund the creation of new housing and the modernization of existing affordable housing in Northern Ontario.

A handwritten signature in black ink, appearing to read 'mboileau', is written over a horizontal line.

Michelle Boileau, NOSDA Chair



2023 Annual General Meeting
Thunder Bay

Resolution # 2023-7

Subject: **Population Health Outcomes**

Date: June 22, 2023

Moved By: **Jeff Laferriere**

Seconded By: **Cheryl Fort**

WHEREAS the Northern Ontario region has significant access issues characterized by lengthy waitlists for mental health and addictions services that preclude quality individual and population health outcomes; and

WHEREAS NOSDA members are left having to address impacts of the failing mental health and addiction sector without being given the capacity to address related issues facing their clients in Ontario Works, Community Housing and Paramedic Services; and

WHEREAS NOSDA members deliver services that are integral to the health service continuum and yet those services are limited in their efficacy due to the lack of integration with health service providers; and

THEREFORE BE IT RESOLVED THAT NOSDA members need to be considered full partners in the health service continuum at both the system and clinical levels to leverage available resources to generate positive population and individual health outcomes; and

FURTHER BE IT RESOLVED THAT in keeping with the provincial 'all of government' emphasis, the province must ensure stable funding is in place to resource the inclusion of the socio-economic determinants of health serviced by NOSDA members and should be included in the health service system.

A handwritten signature in black ink, appearing to read 'mboileau', is positioned above a horizontal line.

Michelle Boileau, NOSDA Chair



2023 Annual General Meeting
Thunder Bay

Resolution # 2023-8

Subject: **Homelessness Crisis in the North**

Date: June 22, 2023

Moved By: **Andrew Hallikas**

Seconded By: **Kasey Etreni**

WHEREAS the Federation of Northern Ontario Municipalities (FONOM), the Northwestern Ontario Municipal Association (NOMA) and the Northern Ontario Service Deliverers Association (NOSDA) jointly commissioned a study by the Northern Policy Institute (NPI) on the Homelessness, Addiction and Mental Health Crisis in the North; and

WHEREAS the report calls for urgent action by the provincial and federal government to address the homelessness, addiction, and mental health crisis in Northern Ontario; and

WHEREAS according to the NPI report, the 2021 homeless enumeration data shows the Districts of Sault Ste. Marie, Kenora, Nipissing, Thunder Bay and Cochrane have proportionately larger homeless populations than the five largest cities in Ontario; and

WHEREAS according to the NPI report, the Districts of Thunder Bay and Cochrane have more than double the homelessness rates of Ottawa, Hamilton, and Waterloo; and

WHEREAS the homelessness shelter system must serve an area of 806,000 km² in Northern Ontario and but predominantly only available in larger Northern cities; and

WHEREAS the numbers in the NPI report are based on data from Point-in-Time counts and the actual numbers would be much higher; and

WHEREAS the current HPP funding is needed to address emergency shelter and prevention services for those who are already homeless or at risk of homelessness.

THEREFORE BE IT RESOLVED THAT NOSDA calls on the Premier to provide additional funds for homelessness prevention programs that target 'up-stream' interventions developed specifically by the North for the North; and

FURTHER BE IT RESOLVED THAT NOSDA calls on the Premier to work with the Federal government to make capital grants available to NOSDA members so the North can properly care for its residents whether they need a shelter or affordable housing options; and

FURTHER BE IT RESOLVED THAT the province provide long-term funding for capital repairs on existing community housing units to maintain the current affordable housing stock in the North; and

FURTHER BE IT RESOLVED THAT NOSDA calls on the Federal and Provincial governments to support the creation of culturally appropriate community housing facilities.

A handwritten signature in black ink, appearing to read "mboileau", positioned above a horizontal line.

Michelle Boileau, NOSDA Chair



2023 Annual General Meeting
Thunder Bay

Resolution # 2023-9

Subject: **Canada-Wide Early Learning and Child Care (CWELCC)
Notional Space Targets and Adequate Capital**

Date: June 22, 2023

Moved By: **Debbie Ewald**

Seconded By: **Jeff Laferriere**

WHEREAS Ontario's Action Plan for implementing the CWELCC system includes providing capital start-up grants to support the creation of new spaces in targeted regions, and for underserved communities; and

WHEREAS Eligible licensees are able to receive a grant for renovations covering up to \$90 per square foot of a new or expanded space with a cap up to \$350,000 for every 50 child care spaces created; and

WHEREAS Actual costs of renovating in the North are approximately \$200 - \$250 per square foot and the cost of new construction is approximately \$400 – 450 per square foot, with ongoing cost escalation; and

WHEREAS NOSDA members are concerned about their ability to create new spaces as many schools in the North are at capacity, and the provincial start-up grants do not provide major capital funding for the creation of community-based childcare centres; and

WHEREAS the Province's Access and Inclusion Framework requires service system managers to identify priority neighborhoods to support space expansion and access to licensed child care, including for low-income, vulnerable, diverse, Francophone, and Indigenous communities; and

WHEREAS the devastating effects of the residential school system continue to have an immense impact on Indigenous families, educators, leaders, and communities today; and

WHEREAS the final report from Canada’s Truth and Reconciliation Commission includes calls-to-action for education including calling upon the federal, provincial, territorial, and Aboriginal governments to develop culturally appropriate early childhood education programs for Aboriginal families, and to enable parental and community responsibility, control, and accountability.

THEREFORE BE IT RESOLVED THAT NOSDA request the province to fund the North appropriately to meet the financial demands created by the expansion targets outlined in the CWELCC agreement; and

FURTHER BE IT RESOLVED THAT NOSDA requests the Minister of Education to make adequate capital funding available for the creation of community childcare spaces where existing community schools are at capacity and/or where priority populations are best served by culturally appropriate community-based child care; and.

FURTHER BE IT RESOLVED THAT the funding be flexible to allow service system managers to determine the best use of their entire child care allocation in order to create new spaces and meet the child care needs in their respective communities.



Michelle Boileau, NOSDA Chair



2023 Annual General Meeting
Thunder Bay

Resolution # 2023-10

Subject: **Service System Planning / 2024 Canada-Wide Early Learning and Child Care (CWELCC) Funding Formula**

Date: June 22, 2023

Moved By: **Derek Mundle**

Seconded By: **Norman Mann**

WHEREAS the province has signed the CWELCC Agreement with the Federal government that will see childcare costs for children aged 0-6 reduced to an average of \$10 per day by 2026; and

WHEREAS the province is working toward the development of a sustainable CWELCC funding model that is responsive to child care cost structures to support and grow the current child care system; and

WHEREAS CMSMs and DSSABs manage children's services through a comprehensive service system planning process reflecting current child care legislation, directives and evolving needs of communities while promoting accountability, quality, and integrity throughout the system; and

WHEREAS the threshold for allowable administration funding that CMSMs and DSSABs can spend on child care has been reduced from 10% to 5%; and

WHEREAS the service system management administration grant in the proposed new funding formula is currently undefined in scope and allocation; and

WHEREAS a further reduction in administration funding will impact the ability of service system managers in the North to effectively fulfill their requirements to plan for and respond to the local priorities and needs of communities and;

WHEREAS administrative funding based on a percentage of the allocation leads to disproportionate allocation and service provision.

THEREFORE BE IT RESOLVED THAT NOSDA requests the Ministry of Education to ensure adequate administrative resources to each NOSDA member that allows them to implement the CWELCC agreement and;

FURTHER BE IT RESOLVED THAT the Ministry lift the restrictions on the ECE wage cap and allow NOSDA members to use available funds to offer competitive wages; thereby opening childcare seats which are currently closed due to a lack of staffing as a result of low wages; and

FURTHER BE IT RESOLVED THAT NOSDA requests the Ministry of Education to implement the changes recommended by the [NOSDA discussion paper](#) on the Child Care Funding Formula.

A handwritten signature in black ink, appearing to read 'mboileau', written in a cursive style.

Michelle Boileau, NOSDA Chair



2023 Annual General Meeting
Thunder Bay

Resolution # 2023-11

Subject: **Impacts of Social Assistance Reform in the North**

Date: June 22, 2023

Moved By: **Andrew Hallikas**

Seconded By: **Vern Gorham**

WHEREAS the province of Ontario has announced its vision for a renewed social assistance system that once realized, will provide for more effective people-centred services to improve client outcomes; and

WHEREAS NOSDA supports AMO's assertion that the changes must be implemented without an increase in municipal program delivery costs and that the changes do not alter the current provincial-municipal cost-sharing arrangements; and

WHEREAS the province has introduced Bill 276, the Supporting Recovery and Competitiveness Act, 2021 and the proposed changes therein do not deal with the burdensome and unnecessary rules within the Social Services Assistance System that require significant staff time to administer, nor do the proposed changes deal with the adequacy of allowances; and

WHEREAS Provincial–municipal collaboration has resulted in a social assistance framework based on helping people achieve stability in their lives. This means a system where caseworkers focus on the building blocks of greater independence and long-term employability, using their time with clients to understand people's needs; and

WHEREAS the co-design of the social assistance system with municipal partners seems to have stalled and the province appears to be developing its own system without any direct municipal input.

THEREFORE BE IT RESOLVED THAT NOSDA members call on the province to get back to the table with municipalities to co-design the new vision for social assistance that works for all parts of Ontario including rural and Northern Ontario; and

FURTHER BE IT RESOLVED THAT NOSDA calls on the Premier of Ontario to move forward with the vision for a renewed social assistance system and acknowledge that the vision cannot be accomplished unless the province eliminates and / or changes the rules within the system; and

FURTHER BE IT RESOLVED THAT the adequacy of social assistance provided to the most vulnerable in our society needs to be adequate; and

FURTHER BE IT RESOLVED THAT new Program Delivery Funding needs to be allocated as municipal staff roles will change from financial monitoring of client allowances to providing stability supports to clients. The province needs to recognize the work involved and the supports needed for both clients and staff and;

FURTHER BE IT RESOLVED THAT any reduction in funding as a result of Employment Services Transformation be based on the historical planning allocation that was eliminated in 2019.

A handwritten signature in black ink, appearing to read 'mboileau', positioned above a horizontal line.

Michelle Boileau, NOSDA Chair



2023 Annual General Meeting
Thunder Bay

Resolution # 2023-12

Subject: **Partnership with Ontario Health**

Date: June 22, 2023

Moved By: **Barry Baltessen**

Seconded By: **Cheryl Fort**

WHEREAS the province of Ontario has announced its vision for a renewed social assistance system which will see municipal Service System Managers responsible for Life Stabilization; and

WHEREAS the Province, Municipalities and the community at large must all work together to create a system that will achieve the goals of life stabilization and better outcomes for those who need help; and

WHEREAS NOSDA members have been recognized as the Municipal Service System Managers for Human Services for all municipalities in Northern Ontario; and

WHEREAS NOSDA members are recognized as valued partners and key stakeholders by School Boards, Public Health Units, Hospitals, Non-Profit Housing Providers, Local Health Integration Networks, Community Agencies, and municipalities; and

WHEREAS access to financial assistance is not enough, it takes a lot of support in terms of mental health, addictions services, primary care, parenting, family supports, youth programs, affordable housing, and childcare, etc.; and

WHEREAS true Stability Support for many individuals in the North cannot be achieved until the province deals with the lack of adequate, affordable, and supportive housing in Northern Ontario; and

WHEREAS unaddressed poverty will continue to be the key limiting factor in health outcomes regardless of health service investments; and

WHEREAS Ontario Health North has developed a framework with NOSDA that articulates how the NOSDA and Ontario Health North East and North West will consult and collaborate to strengthen health services across Northern Ontario to the benefit of the residents of this region.

THEREFORE BE IT RESOLVED THAT NOSDA calls on the Minister of Health to support Ontario Health North in implementing the framework that will create a true partnership with Municipal Service System Managers to ensure the success of the renewed vision for social assistance in Ontario; and

FURTHER BE IT RESOLVED THAT NOSDA calls on the Premier to work with NOSDA to develop a stable funding model to build on opportunities to address the housing crisis for supportive and transitional housing for health, purpose-built housing for the justice system and housing for those that live with physical disabilities with Ontario Health at the table ensuring the appropriate health services are made available to support this purpose-built housing; and

FURTHER BE IT RESOLVED THAT NOSDA calls on the Premier to designate one board seat on the Ontario Health Board to NOSDA to ensure that the interests of NOSDA members and Northern Ontario are represented and that the socio-economic determinants of health are included in system and clinical care service development models.

A handwritten signature in black ink, appearing to read "mboileau". The signature is written in a cursive, flowing style.

Michelle Boileau, NOSDA Chair



2023 Annual General Meeting
Thunder Bay

Resolution # 2023-13

Subject: **Employment Services Transformation**

Date: June 22, 2023

Moved By: **Kasey Etreni**

Seconded By: **Bruce Killah**

WHEREAS the province is transforming Ontario's employment services to make them more efficient, more streamlined, and outcomes focused; and

WHEREAS as part of Employment Services Transformation, a new service delivery model will integrate social assistance, employment services, as well as other government employment services, into Employment Ontario. This new system will be more responsive to the needs of job seekers, businesses, and local communities; and

WHEREAS the Ministry of Labour, Immigration, Training and Skills Development is transforming the employment services system to reduce fragmentation and duplication between provincial employment systems to improve client service, increase accountability and achieve better outcomes for all job seekers and employers; and

WHEREAS the Ministry of Labour, Immigration, Training and Skills Development has launched the competitive selection process for Service System Managers across the final Phase 3 catchment areas of Toronto, Northeastern Ontario, and Northwestern Ontario; and

WHEREAS it has also been acknowledged that other municipally delivered services including Housing Services and Children's Services are fundamental to assisting individuals along the continuum of employment; and

WHEREAS NOSDA members have been collaborating with Colleges in Northern Ontario to determine the best approach for an Employment Service System that truly meets the needs of job seekers and employers in the North; and

WHEREAS the Ministry of Labour, Immigration, Training and Skills Development will negotiate employment performance zones with the successful Service System Managers as they set their performance targets; and

WHEREAS the determination of these employment performance zones will be critical to the success of Employment Transformation in Northern Ontario. We need to ensure that larger centres have the appropriate resources to support employees entering the labour market so new and existing employers can grow the economy in Northern Ontario; and

WHEREAS our rural and remote areas need to be protected to ensure they have the appropriate in-person resources that employees need as they enter or re-enter the labour market. Online services to rural and remote areas cannot be the only form of service provision they receive.

THEREFORE BE IT RESOLVED THAT NOSDA call on the Premier of Ontario to move forward with the transformation of the employment services system and more specifically that the province engage CMSM/DSSABs as full partners in determining/finalizing the employment performance zones, in which the Service System Managers will be expected to achieve performance target while maintaining services and planning employment services in the North; and

THEREFORE BE IT RESOLVED THAT the Ministry of Labour, Immigration, Training and Skills Development needs to incentivize Service System Managers to expand their services to every corner of Northern Ontario.



Michelle Boileau, NOSDA Chair



2023 Annual General Meeting
Thunder Bay

Resolution # 2023-14

Subject: **Community Paramedicine Funding**

Date: June 22, 2023

Moved By: **Cheryl Fort**

Seconded By: **Vern Gorham**

WHEREAS the province provides funding for High Intensity Supports and Community Paramedicine through the Ministry of Health's Ontario Health Teams (formerly the LHINs) to select Paramedic Services; and

WHEREAS the province has recently provided funding through the Ministry of Long-term Care for Community Paramedicine to divert patients from Long-Term Care waitlists; and

WHEREAS Community Paramedicine programs contribute to community health and well-being by providing health care assessment and service in individual homes versus acute care centres; thereby reducing unnecessary hospital and primary care visits.

THEREFORE BE IT RESOLVED THAT NOSDA calls on the Premier to make the current time limited three-year funding allocations for Community Paramedicine permanent and ongoing funding with appropriate economic increases that reflect geographic cost pressures; and

FURTHER BE IT RESOLVED THAT NOSDA calls on the Minister of Health to amend the current certification requirements for Paramedics, so the Community Paramedicine Program does not impact the 911 emergency health services.

A handwritten signature in black ink, appearing to read 'mboileau', is written above a horizontal line.

Michelle Boileau, NOSDA Chair



2023 Annual General Meeting
Thunder Bay

Resolution # 2023-15

Subject: **Non-Urgent Patient Transfer**

Date: June 22, 2023

Moved By: **Derek Mundle**

Seconded By:

Norman Mann

WHEREAS the Province has created a Regionalized Health Care System to maximize service to patients in a central location; and

WHEREAS non-urgent transfer patients generally do not require the use of an ambulance, however, in Northern Ontario ambulances are utilized extensively, as alternate, less costly and more efficient medical transport services have not been developed by Northern hospitals; and

WHEREAS in Southern Ontario, non-urgent patient transfers are provincially funded at 100%, through the use of medical transport services, at a much lower cost than utilizing Paramedic Services and eliminating the risk of delay in response to emergent calls; and

WHEREAS in Northern Ontario the cost of non-urgent transfers is not funded at 100% and municipalities are still required to contribute municipal funds to make the non-urgent system work properly and;

WHEREAS the province has recognized that using ambulances is inefficient and has started to fund some Non-Urgent Patient transfer systems across Northern Ontario for a three-year period that is scheduled to expire on March 31, 2024.

THEREFORE BE IT RESOLVED THAT NOSDA calls on the province to make the non-urgent patient transfer funding in Northern Ontario permanent ongoing funding and;

FURTHER BE IT RESOLVED THAT NOSDA calls on the province to fund 100% of all non-urgent patient transfer services in Northern Ontario.

A handwritten signature in black ink, appearing to read 'mboileau', is written above a horizontal line.

Michelle Boileau, NOSDA Chair



2023 Annual General Meeting
Thunder Bay

Resolution # 2023-16

Subject: **Mental Health & Addiction Treatment Services**

Date: June 22, 2023

Moved By: **Cheryl Fort**

Seconded By: **Kasey Etreni**

WHEREAS Ontario is currently experiencing a mental health and addiction crisis; and

WHEREAS northern Ontario citizens and communities have been disproportionately impacted; and

WHEREAS addictions treatment for northern Ontario community members is not readily available nor accessible; and

WHEREAS people suffering from addiction need immediate access to withdrawal management and addiction treatment services; and

WHEREAS Ontario Health and NOSDA have the common goal to improve population health outcomes.

NOW THEREFORE BE IT RESOLVED that NOSDA call upon Ontario to strengthen northern health care by increasing capacity through the creation of new addiction treatment services system and facilities that are easily accessible to people suffering from mental health and addiction issues; and

FURTHER BE IT RESOLVED THAT the province engage NOSDA members in determining where services are delivered in the North.

A handwritten signature in black ink that reads 'Michelle Boileau'.

Michelle Boileau, NOSDA Chair



2023 Annual General Meeting

Resolution # 2023-17

Subject: **Adjournment**

Date: June 22, 2023

Moved By: **Jeff Laferriere**

Seconded By: **Cheryl Fort**

BE IT RESOLVED THAT we do now adjourn the 2023 NOSDA AGM Business Meeting.

A handwritten signature in black ink, appearing to read 'mboileau', is written above a horizontal line.

Michelle Boileau, NOSDA Chair

**Ministry of Municipal Affairs
and Housing**

Finance, Analysis & Accountability
Branch
Community and Supportive Housing
Division / Market Housing Division

777 Bay Street, 14 Floor
Toronto ON M7A 2J3
Tel.: 437 922-3448

**Ministère des Affaires
municipales et du Logement**

Direction des finances, de l'analyse et
de la responsabilisation
Division du logement communautaire
et du logement avec services de
soutien / Division du logement à but
lucratif

777, rue Bay, 14^e étage
Toronto ON M7A 2J3
Tél.: 437 922-3448

MEMORANDUM

July 10, 2023

TO: All Service Managers

FROM: Chris Skubel, Director,
Finance, Analysis and Accountability Branch

RE: 2022 Update to the Provincial Policy Statement Affordable House
Prices and Rents tables

ATTACHMENT: PPS Affordable House Prices and Rents tables, 2022, (8 PDF
tables, 4 English, 4 French)

<via email>

Dear Service Manager:

Please find attached an update to the Affordable House Prices and Rents tables using 2022 data. The ministry publishes the Affordable House Prices and Rents tables annually to provide information needed to support local planning authorities in implementing Section 1.4 of the Provincial Policy Statement relating to provision of an adequate supply of affordable housing.

The following tables are attached (in English and French), showing the range of affordable homes and rents as well as market prices and rents for different regional market areas:

Table 1: Affordable House Prices Based on Household Income

Table 2: Average Resale House Prices and 10% Below Average Resale Prices

Table 3: Renter Household Incomes and Affordable Rents

Table 4: Average Rents by Bedroom Count

Please note these tables are distributed to Service Managers by email communication rather than posting on the ministry website.

You are encouraged to share the attached tables with other relevant authorities within your area including lower-tier municipalities. There are no restrictions on use or sharing of these tables as long as the notes and attributions are preserved.

Should you have any questions about the Affordable House Prices and Rents tables, please contact Housing.Research@ontario.ca.

Chris Skubel
Director, Finance, Analysis and Accountability Branch

cc: Municipal Services Offices Housing Team Leads
Community and Supportive Housing Division Directors
Market Housing Division Directors

Provincial Policy Statement – Housing Table

Table 1: All Households Incomes and Affordable House Prices, 2022

Regional Market Area	10th Income Percentile	10th Percentile Affordable House Price	20th Income Percentile	20th Percentile Affordable House Price	30th Income Percentile	30th Percentile Affordable House Price	40th Income Percentile	40th Percentile Affordable House Price	50th Income Percentile	50th Percentile Affordable House Price	60th Income Percentile	60th Percentile Affordable House Price	70th Income Percentile	70th Percentile Affordable House Price	80th Income Percentile	80th Percentile Affordable House Price	90th Income Percentile	90th Percentile Affordable House Price
Ontario	\$31,200	\$107,200	\$49,100	\$168,800	\$65,400	\$225,000	\$82,300	\$283,200	\$100,500	\$345,900	\$120,400	\$414,300	\$145,800	\$501,700	\$179,000	\$615,800	\$236,400	\$813,400
City of Toronto	\$26,300	\$90,500	\$42,400	\$146,000	\$58,800	\$202,200	\$75,100	\$258,500	\$92,800	\$319,300	\$112,700	\$387,700	\$138,100	\$475,100	\$176,800	\$608,200	\$247,500	\$851,400
Central	\$36,700	\$126,200	\$56,100	\$193,100	\$74,600	\$256,600	\$92,800	\$319,300	\$112,700	\$387,700	\$134,800	\$463,700	\$160,200	\$551,200	\$196,600	\$676,600	\$254,100	\$874,300
Regional Municipality of Durham	\$40,700	\$139,900	\$61,400	\$211,300	\$80,100	\$275,600	\$99,400	\$342,100	\$118,200	\$406,700	\$140,300	\$482,700	\$165,700	\$570,200	\$198,900	\$684,200	\$251,900	\$866,600
Regional Municipality of Halton	\$42,400	\$146,000	\$66,300	\$228,100	\$87,800	\$302,200	\$110,500	\$380,100	\$133,700	\$459,900	\$160,200	\$551,200	\$192,200	\$661,400	\$234,200	\$805,800	\$309,300	\$1,064,300
City of Hamilton	\$29,600	\$101,900	\$46,000	\$156,100	\$61,400	\$211,300	\$77,300	\$266,100	\$93,900	\$323,100	\$113,800	\$391,500	\$137,000	\$471,300	\$160,000	\$581,600	\$221,000	\$760,200
District Municipality of Muskoka	\$29,400	\$101,100	\$46,400	\$159,600	\$61,000	\$209,800	\$75,100	\$258,500	\$91,700	\$315,500	\$108,300	\$372,500	\$129,300	\$444,700	\$159,100	\$547,400	\$209,900	\$722,200
Regional Municipality of Niagara	\$30,000	\$103,400	\$45,100	\$155,100	\$58,300	\$200,700	\$72,400	\$249,000	\$92,500	\$302,200	\$105,000	\$361,100	\$124,800	\$429,500	\$152,500	\$524,600	\$198,900	\$684,200
Regional Municipality of Peel	\$40,200	\$138,400	\$61,900	\$212,900	\$81,200	\$279,400	\$99,400	\$342,100	\$118,200	\$406,700	\$139,200	\$478,900	\$164,600	\$566,400	\$196,600	\$676,600	\$251,900	\$866,600
County of Simcoe	\$35,100	\$120,900	\$52,600	\$180,900	\$69,400	\$238,700	\$85,600	\$294,600	\$102,700	\$353,500	\$121,500	\$418,100	\$143,600	\$494,100	\$173,400	\$596,800	\$223,200	\$767,800
Regional Municipality of York	\$38,000	\$130,800	\$59,700	\$205,300	\$80,600	\$277,500	\$100,500	\$345,900	\$123,700	\$425,700	\$149,100	\$513,100	\$179,000	\$615,800	\$218,700	\$752,600	\$282,800	\$973,100
Eastern	\$31,400	\$108,000	\$49,100	\$168,800	\$65,400	\$225,000	\$81,800	\$281,300	\$99,400	\$342,100	\$118,200	\$406,700	\$142,500	\$490,300	\$174,600	\$600,600	\$227,600	\$783,000
City of Cornwall	\$27,000	\$92,700	\$40,700	\$139,900	\$55,000	\$182,500	\$66,700	\$229,600	\$80,600	\$277,500	\$97,200	\$334,500	\$116,000	\$399,100	\$141,400	\$486,500	\$183,400	\$631,000
County of Hastings	\$28,900	\$99,600	\$43,300	\$148,000	\$55,700	\$191,600	\$68,900	\$237,200	\$82,900	\$285,100	\$99,400	\$342,100	\$118,200	\$406,700	\$142,500	\$490,300	\$183,400	\$631,000
Kawartha Lakes Division	\$29,600	\$101,900	\$45,500	\$156,600	\$60,100	\$206,800	\$74,000	\$254,700	\$90,600	\$311,700	\$107,200	\$368,700	\$129,300	\$444,700	\$154,700	\$532,200	\$203,300	\$699,400
Haliburton County	\$27,800	\$95,800	\$41,500	\$142,900	\$54,400	\$187,000	\$66,700	\$229,600	\$81,200	\$279,400	\$97,200	\$334,500	\$116,000	\$399,100	\$140,300	\$482,700	\$182,200	\$661,400
City of Kawartha Lakes + Haliburton	\$29,200	\$100,300	\$44,600	\$153,600	\$58,800	\$202,200	\$72,900	\$260,900	\$87,800	\$302,200	\$105,000	\$361,100	\$125,900	\$433,300	\$152,500	\$524,600	\$201,100	\$691,800
City of Kingston	\$28,700	\$98,800	\$45,100	\$155,100	\$59,200	\$203,700	\$74,000	\$254,700	\$88,500	\$307,900	\$108,300	\$372,500	\$130,400	\$448,500	\$160,200	\$551,200	\$209,900	\$722,200
County of Lanark	\$32,500	\$111,800	\$49,900	\$171,800	\$65,400	\$225,000	\$80,100	\$275,600	\$97,200	\$334,500	\$114,900	\$395,300	\$135,900	\$467,500	\$163,500	\$562,600	\$212,100	\$729,800
UC of Leeds and Grenville	\$30,500	\$104,900	\$46,000	\$158,100	\$60,100	\$206,800	\$75,100	\$258,500	\$90,600	\$311,700	\$107,200	\$368,700	\$128,200	\$440,900	\$155,800	\$536,000	\$201,100	\$691,800
County of Lennox and Addington	\$32,300	\$111,000	\$48,600	\$161,200	\$60,500	\$208,300	\$74,600	\$256,600	\$90,600	\$311,700	\$107,200	\$368,700	\$127,000	\$437,100	\$156,900	\$539,800	\$212,100	\$729,800
Prince Edward Division	\$32,000	\$110,200	\$46,800	\$161,200	\$60,500	\$208,300	\$74,600	\$256,600	\$90,600	\$311,700	\$107,200	\$368,700	\$127,000	\$437,100	\$156,900	\$539,800	\$212,100	\$729,800
County of Lennox + Addington + Prince Edward Division	\$32,000	\$110,200	\$46,800	\$161,200	\$60,500	\$208,300	\$74,600	\$256,600	\$90,600	\$311,700	\$107,200	\$368,700	\$127,000	\$437,100	\$156,900	\$539,800	\$212,100	\$729,800
County of Northumberland	\$32,900	\$113,300	\$48,600	\$161,200	\$63,200	\$217,400	\$77,300	\$266,100	\$92,800	\$319,300	\$110,500	\$380,100	\$131,500	\$452,300	\$160,200	\$551,200	\$207,700	\$714,600
City of Ottawa	\$35,100	\$120,900	\$56,100	\$193,100	\$75,100	\$258,500	\$93,900	\$323,100	\$112,700	\$387,700	\$134,800	\$463,700	\$162,400	\$538,700	\$198,900	\$684,200	\$258,500	\$889,500
City of Peterborough	\$29,400	\$101,100	\$44,200	\$152,000	\$58,300	\$200,700	\$72,400	\$249,000	\$87,300	\$300,300	\$105,000	\$361,100	\$125,900	\$433,300	\$154,700	\$532,200	\$203,300	\$699,400
UC of Prescott and Russell	\$33,100	\$114,000	\$51,300	\$176,400	\$69,800	\$240,200	\$87,300	\$300,300	\$105,000	\$342,100	\$124,800	\$429,500	\$146,900	\$505,500	\$175,700	\$604,400	\$218,700	\$752,600
County of Renfrew	\$29,400	\$101,100	\$44,600	\$153,600	\$59,700	\$205,300	\$74,000	\$254,700	\$89,500	\$307,900	\$105,000	\$361,100	\$125,900	\$433,300	\$151,400	\$520,700	\$192,200	\$661,400
Southwestern	\$31,400	\$108,000	\$47,700	\$164,200	\$62,300	\$214,400	\$77,900	\$268,000	\$93,900	\$323,100	\$112,700	\$387,700	\$134,800	\$463,700	\$164,600	\$566,400	\$214,300	\$737,400
City of Brantford	\$31,200	\$107,200	\$47,700	\$164,200	\$62,300	\$214,400	\$77,900	\$268,000	\$93,900	\$323,100	\$112,700	\$387,700	\$133,700	\$459,900	\$161,300	\$555,000	\$205,500	\$707,000
County of Bruce	\$31,600	\$108,700	\$48,200	\$165,700	\$62,800	\$215,900	\$79,000	\$281,800	\$96,100	\$330,700	\$116,000	\$399,100	\$143,600	\$494,100	\$176,800	\$608,200	\$240,800	\$828,600
Municipality of Chatham-Kent	\$28,300	\$97,300	\$41,100	\$141,400	\$53,000	\$182,500	\$65,000	\$223,500	\$79,500	\$273,700	\$95,000	\$326,900	\$114,900	\$395,300	\$139,200	\$478,900	\$183,400	\$641,000
County of Dufferin	\$38,900	\$133,800	\$61,000	\$209,800	\$82,300	\$283,200	\$100,500	\$345,900	\$119,300	\$410,500	\$141,400	\$486,500	\$164,600	\$566,400	\$196,600	\$676,600	\$245,300	\$833,800
County of Grey	\$28,700	\$98,800	\$43,300	\$149,000	\$56,600	\$194,600	\$70,700	\$243,300	\$86,200	\$296,500	\$103,800	\$357,300	\$124,800	\$429,500	\$153,600	\$528,400	\$205,500	\$707,000
County of Huron	\$29,400	\$101,100	\$44,200	\$152,000	\$57,400	\$197,700	\$72,400	\$249,000	\$86,700	\$298,400	\$102,700	\$353,500	\$123,700	\$426,700	\$151,400	\$520,700	\$198,900	\$684,200
County of Lambton	\$30,900	\$106,400	\$46,400	\$159,600	\$61,000	\$209,800	\$76,200	\$262,300	\$91,700	\$315,500	\$109,400	\$376,300	\$132,600	\$456,100	\$162,400	\$558,800	\$214,300	\$737,400
City of London	\$28,900	\$99,600	\$44,200	\$152,000	\$58,300	\$200,700	\$72,400	\$249,000	\$87,800	\$302,200	\$105,000	\$361,100	\$127,000	\$437,100	\$155,800	\$536,000	\$205,500	\$707,000
County of Norfolk	\$32,000	\$110,200	\$48,600	\$161,200	\$63,200	\$217,400	\$78,400	\$269,900	\$95,000	\$326,900	\$111,600	\$383,900	\$132,600	\$456,100	\$158,000	\$543,600	\$201,100	\$691,800
County of Oxford	\$33,800	\$115,600	\$50,800	\$174,900	\$65,000	\$223,500	\$79,500	\$273,700	\$98,100	\$330,700	\$112,700	\$387,700	\$132,600	\$456,100	\$159,100	\$547,400	\$203,300	\$699,400
City of St. Thomas	\$31,800	\$109,500	\$47,300	\$162,700	\$61,400	\$211,300	\$76,200	\$262,300	\$91,700	\$315,500	\$107,200	\$368,700	\$127,000	\$437,100	\$152,500	\$524,600	\$192,200	\$661,400
City of Stratford	\$32,500	\$111,800	\$48,600	\$161,200	\$62,300	\$214,400	\$77,300	\$266,100	\$82,800	\$319,300	\$110,500	\$380,100	\$130,400	\$448,500	\$156,900	\$539,800	\$201,100	\$691,800
Regional Municipality of Waterloo	\$34,000	\$117,100	\$51,700	\$177,900	\$68,100	\$234,100	\$84,500	\$290,800	\$101,600	\$349,700	\$121,500	\$418,100	\$144,700	\$497,900	\$175,700	\$604,400	\$227,600	\$783,000
County of Wellington	\$35,400	\$121,600	\$54,400	\$187,000	\$71,300	\$245,200	\$88,400	\$304,100	\$107,200	\$368,700	\$128,200	\$440,900	\$151,400	\$520,700	\$183,400	\$631,000	\$238,600	\$821,000
City of Windsor	\$30,500	\$104,900	\$46,400	\$159,600	\$60,100	\$206,800	\$74,600	\$256,600	\$90,600	\$311,700	\$108,300	\$372,500	\$130,400	\$448,500	\$162,400	\$558,800	\$212,100	\$729,800
Northeastern	\$27,400	\$94,300	\$41,500	\$142,900	\$54,400	\$187,000	\$68,500	\$235,700	\$84,500	\$290,800	\$102,700	\$353,500	\$124,800	\$429,500	\$153,600	\$528,400	\$198,900	\$684,200
Algoma District	\$26,500	\$91,200	\$38,400	\$132,300	\$50,400	\$173,300	\$62,800	\$215,900	\$77,300	\$266,100	\$95,000	\$326,900	\$116,000	\$399,100	\$142,500	\$490,300	\$185,600	\$638,600
Algoma DSSAB	\$26,100	\$89,700	\$36,700	\$126,200	\$47,700	\$164,200	\$58,800	\$202,200	\$72,400	\$249,000	\$89,500	\$307,900	\$109,400	\$376,300	\$135,900	\$467,500	\$176,800	\$608,200
Cochrane DSSAB	\$27,200	\$93,500	\$41,500	\$142,900	\$55,200	\$190,100	\$70,700	\$243,300	\$86,700	\$298,400	\$107,200	\$368,700	\$130,400	\$448,500	\$162,400	\$558,800	\$205,500	\$707,000
City of Greater Sudbury	\$29,800	\$102,600	\$46,000	\$158,100	\$61,000	\$209,800	\$75,700	\$260,400	\$92,800	\$319,300	\$112,700</							

Table 2: 10% Below Average Resale Price, 2022

Regional Market Area	Average Resale Price 2022	10% Below Average Resale Price 2022
Ontario	\$813,000	\$731,700
City of Toronto	\$1,146,500	\$1,031,800
Central	\$1,030,100	\$927,100
Regional Municipality of Durham	\$893,000	\$803,700
Regional Municipality of Halton	\$1,206,300	\$1,085,700
City of Hamilton	\$805,100	\$724,600
District Municipality of Muskoka	\$920,800	\$828,700
Regional Municipality of Niagara	\$667,700	\$601,000
Regional Municipality of Peel	\$1,052,500	\$947,300
County of Simcoe	\$791,500	\$712,300
Regional Municipality of York	\$1,271,000	\$1,143,900
Eastern	\$536,800	\$483,100
City of Cornwall	\$384,400	\$345,900
County of Hastings	\$495,000	\$445,500
City of Kawartha Lakes	\$671,100	\$604,000
City of Kingston	\$581,700	\$523,500
County of Lanark	\$520,300	\$468,200
UC of Leeds and Grenville	\$470,000	\$423,000
County of Lennox and Addington	\$638,700	\$574,800
County of Northumberland	\$673,300	\$606,000
City of Ottawa	\$670,900	\$603,800
City of Peterborough	\$675,200	\$607,700
UC of Prescott and Russell	\$462,400	\$416,200
County of Renfrew	\$399,600	\$359,700
Southwestern	\$650,900	\$585,800
City of Brantford	\$672,400	\$605,200
County of Bruce	\$589,500	\$530,500
Municipality of Chatham-Kent	\$410,900	\$369,800
County of Dufferin	\$923,900	\$831,500
County of Grey	\$712,200	\$641,000
County of Huron	\$569,700	\$512,700
County of Lambton	\$527,000	\$474,300
City of London	\$621,600	\$559,400
County of Norfolk	\$626,900	\$564,200
County of Oxford	\$639,000	\$575,100
City of St. Thomas	\$558,400	\$502,600
City of Stratford	\$609,000	\$548,100
Regional Municipality of Waterloo	\$754,800	\$679,300
County of Wellington	\$830,400	\$747,400
City of Windsor	\$523,400	\$471,000
Northeastern	\$375,800	\$338,200
Algoma DSAB	\$256,700	\$231,000
Cochrane DSSAB	\$254,400	\$229,000
City of Greater Sudbury	\$414,600	\$373,100
Manitoulin-Sudbury DSSAB	\$332,800	\$299,500
Nipissing DSSAB	\$393,800	\$354,400
Parry Sound DSSAB	\$692,300	\$623,100
Sault Ste. Marie DSSAB	\$312,600	\$281,300
Timiskaming DSSAB	\$246,300	\$221,700
Northwestern	\$322,500	\$290,300
Kenora DSSAB	\$356,400	\$320,800
Rainy River DSSAB	\$247,800	\$223,000
Thunder Bay DSSAB	\$320,400	\$288,300

Source: Real Property Solutions House Price Index

Note: The average resale price may be influenced, particularly in smaller areas, by the number and type of house resales.

Contact: Stewart Houghton | Community and Supportive Housing Division | Housing.Research@ontario.ca

Provincial Policy Statement – Housing Table

Table 3: Renter Household Incomes and Affordable Rents, 2022

Regional Market Area	10th Income Percentile	10th Percentile Affordable Rent	20th Income Percentile	20th Percentile Affordable Rent	30th Income Percentile	30th Percentile Affordable Rent	40th Income Percentile	40th Percentile Affordable Rent	50th Income Percentile	50th Percentile Affordable Rent	60th Income Percentile	60th Percentile Affordable Rent	70th Income Percentile	70th Percentile Affordable Rent	80th Income Percentile	80th Percentile Affordable Rent	90th Income Percentile	90th Percentile Affordable Rent
Ontario	\$23,000	\$570	\$30,700	\$770	\$41,500	\$1,040	\$52,600	\$1,310	\$64,500	\$1,610	\$77,900	\$1,950	\$93,900	\$2,350	\$113,800	\$2,840	\$149,100	\$3,730
City of Toronto	\$22,500	\$560	\$31,400	\$780	\$43,700	\$1,090	\$56,600	\$1,410	\$69,800	\$1,750	\$84,500	\$2,110	\$101,600	\$2,540	\$123,700	\$3,090	\$163,500	\$4,090
Central	\$24,500	\$610	\$33,400	\$830	\$44,600	\$1,120	\$56,100	\$1,400	\$68,500	\$1,710	\$82,300	\$2,060	\$98,300	\$2,460	\$120,400	\$3,010	\$155,800	\$3,890
Regional Municipality of Durham	\$25,000	\$620	\$34,000	\$850	\$45,100	\$1,130	\$55,700	\$1,390	\$68,100	\$1,700	\$81,800	\$2,040	\$97,200	\$2,430	\$118,200	\$2,960	\$152,500	\$3,810
Regional Municipality of Halton	\$25,600	\$640	\$38,000	\$950	\$51,300	\$1,280	\$65,000	\$1,620	\$79,500	\$1,990	\$95,000	\$2,380	\$114,900	\$2,870	\$140,300	\$3,510	\$187,800	\$4,700
City of Hamilton	\$20,800	\$520	\$28,900	\$720	\$38,900	\$970	\$47,700	\$1,190	\$57,900	\$1,450	\$69,800	\$1,750	\$83,400	\$2,090	\$100,500	\$2,510	\$129,300	\$3,230
District Municipality of Muskoka	\$21,400	\$540	\$27,600	\$690	\$35,400	\$880	\$45,500	\$1,140	\$53,900	\$1,350	\$65,400	\$1,640	\$77,900	\$1,950	\$93,900	\$2,350	\$124,800	\$3,120
Regional Municipality of Niagara	\$21,700	\$540	\$28,300	\$710	\$36,700	\$920	\$44,600	\$1,120	\$53,900	\$1,350	\$65,400	\$1,640	\$77,900	\$1,920	\$95,000	\$2,380	\$122,600	\$3,070
Regional Municipality of Peel	\$25,200	\$630	\$38,400	\$960	\$52,100	\$1,300	\$65,000	\$1,620	\$78,400	\$1,960	\$92,800	\$2,320	\$109,400	\$2,730	\$130,400	\$3,260	\$166,800	\$4,170
County of Simcoe	\$25,000	\$620	\$32,900	\$820	\$43,700	\$1,090	\$53,900	\$1,350	\$65,800	\$1,650	\$79,000	\$1,970	\$93,900	\$2,350	\$113,800	\$2,840	\$146,900	\$3,670
Regional Municipality of York	\$24,500	\$610	\$35,400	\$880	\$47,700	\$1,190	\$61,400	\$1,540	\$75,700	\$1,890	\$90,600	\$2,260	\$109,400	\$2,730	\$133,700	\$3,340	\$176,800	\$4,420
Eastern	\$22,800	\$570	\$30,300	\$760	\$40,700	\$1,020	\$50,800	\$1,270	\$62,300	\$1,580	\$75,100	\$1,880	\$90,600	\$2,260	\$109,400	\$2,730	\$141,400	\$3,540
City of Cornwall	\$21,400	\$540	\$26,700	\$670	\$32,500	\$810	\$41,100	\$1,030	\$49,500	\$1,240	\$58,800	\$1,470	\$71,300	\$1,780	\$86,700	\$2,170	\$111,600	\$2,790
County of Hastings	\$22,500	\$560	\$28,100	\$700	\$35,400	\$880	\$44,600	\$1,120	\$53,000	\$1,330	\$63,600	\$1,580	\$76,800	\$1,920	\$92,800	\$2,320	\$118,200	\$2,960
Kawartha Lakes Division	\$19,400	\$490	\$26,100	\$650	\$31,800	\$800	\$41,100	\$1,030	\$49,900	\$1,250	\$61,900	\$1,550	\$74,600	\$1,860	\$95,000	\$2,380	\$124,800	\$3,120
Haliburton County	\$20,100	\$500	\$27,000	\$670	\$32,300	\$810	\$40,700	\$1,020	\$48,200	\$1,200	\$58,300	\$1,460	\$74,000	\$1,850	\$93,900	\$2,350	\$119,300	\$2,980
City of Kawartha Lakes + Haliburton	\$19,400	\$490	\$26,100	\$650	\$31,800	\$800	\$41,100	\$1,030	\$49,500	\$1,240	\$61,400	\$1,540	\$74,600	\$1,860	\$93,900	\$2,350	\$122,600	\$3,070
City of Kingston	\$21,000	\$520	\$29,200	\$730	\$38,400	\$960	\$47,300	\$1,180	\$57,400	\$1,440	\$68,900	\$1,720	\$82,900	\$2,070	\$100,500	\$2,510	\$132,600	\$3,310
County of Lanark	\$21,200	\$530	\$27,800	\$700	\$37,100	\$930	\$45,500	\$1,140	\$54,400	\$1,360	\$65,000	\$1,620	\$75,700	\$1,890	\$93,900	\$2,350	\$122,600	\$3,070
UC of Leeds and Grenville	\$21,700	\$540	\$27,400	\$680	\$35,100	\$880	\$42,900	\$1,070	\$51,300	\$1,280	\$61,900	\$1,550	\$75,700	\$1,890	\$90,600	\$2,260	\$116,000	\$2,900
County of Lennox and Addington	\$22,500	\$560	\$28,500	\$710	\$35,100	\$880	\$45,100	\$1,130	\$55,700	\$1,390	\$65,800	\$1,650	\$79,000	\$1,970	\$100,500	\$2,510	\$123,700	\$3,090
Prince Edward Division	\$24,100	\$600	\$28,900	\$720	\$38,000	\$950	\$46,400	\$1,160	\$57,400	\$1,440	\$66,300	\$1,660	\$77,900	\$1,950	\$98,300	\$2,460	\$127,000	\$3,180
County of Lennox & Addington + Prince Edward Division	\$23,000	\$570	\$28,700	\$720	\$36,200	\$910	\$46,000	\$1,150	\$56,600	\$1,410	\$66,300	\$1,660	\$77,900	\$1,960	\$100,500	\$2,510	\$125,900	\$3,150
County of Northumberland	\$23,200	\$580	\$28,900	\$720	\$37,600	\$940	\$45,500	\$1,140	\$54,800	\$1,370	\$66,300	\$1,660	\$81,200	\$2,030	\$98,300	\$2,460	\$125,900	\$3,150
City of Ottawa	\$23,600	\$590	\$34,200	\$860	\$46,000	\$1,150	\$58,300	\$1,460	\$70,700	\$1,770	\$85,100	\$2,130	\$100,500	\$2,510	\$121,500	\$3,040	\$156,900	\$3,920
City of Peterborough	\$21,700	\$540	\$27,800	\$700	\$35,400	\$880	\$43,700	\$1,090	\$53,000	\$1,330	\$63,600	\$1,590	\$76,200	\$1,910	\$91,700	\$2,290	\$117,100	\$2,930
UC of Prescott and Russell	\$23,200	\$580	\$28,100	\$700	\$35,800	\$890	\$44,200	\$1,100	\$53,000	\$1,300	\$66,300	\$1,660	\$80,100	\$2,000	\$97,200	\$2,430	\$124,800	\$3,120
County of Renfrew	\$21,000	\$520	\$27,400	\$680	\$37,100	\$930	\$46,800	\$1,170	\$57,900	\$1,450	\$71,300	\$1,780	\$85,100	\$2,130	\$101,600	\$2,540	\$129,300	\$3,230
Southwestern	\$22,100	\$550	\$29,800	\$750	\$39,300	\$980	\$48,600	\$1,220	\$58,300	\$1,460	\$69,400	\$1,730	\$83,400	\$2,090	\$100,500	\$2,510	\$129,300	\$3,230
City of Brantford	\$23,200	\$580	\$29,800	\$750	\$38,900	\$970	\$47,700	\$1,190	\$57,400	\$1,440	\$69,400	\$1,730	\$82,300	\$2,060	\$101,600	\$2,540	\$129,300	\$3,230
County of Bruce	\$21,900	\$550	\$27,400	\$680	\$35,800	\$890	\$44,200	\$1,100	\$53,500	\$1,340	\$63,600	\$1,580	\$78,400	\$1,960	\$98,300	\$2,460	\$134,800	\$3,370
Municipality of Chatham-Kent	\$19,400	\$490	\$27,000	\$670	\$33,600	\$840	\$41,500	\$1,040	\$49,500	\$1,240	\$58,300	\$1,460	\$70,300	\$1,760	\$85,100	\$2,130	\$108,300	\$2,710
County of Dufferin	\$25,000	\$620	\$31,800	\$800	\$40,200	\$1,010	\$51,300	\$1,280	\$63,600	\$1,590	\$82,800	\$1,960	\$113,800	\$2,320	\$145,800	\$3,650	\$187,800	\$4,700
County of Grey	\$18,800	\$470	\$26,300	\$660	\$32,300	\$810	\$40,700	\$1,020	\$49,100	\$1,230	\$58,300	\$1,460	\$71,300	\$1,780	\$87,800	\$2,200	\$116,000	\$2,900
County of Huron	\$20,500	\$510	\$26,700	\$670	\$34,200	\$860	\$43,300	\$1,080	\$52,100	\$1,300	\$61,900	\$1,550	\$75,100	\$1,880	\$92,800	\$2,320	\$125,900	\$3,150
County of Lambton	\$20,100	\$500	\$27,800	\$700	\$35,100	\$880	\$43,700	\$1,090	\$53,900	\$1,350	\$64,100	\$1,600	\$76,800	\$1,920	\$93,900	\$2,350	\$123,700	\$3,090
City of London	\$20,800	\$520	\$29,400	\$730	\$38,400	\$960	\$47,700	\$1,190	\$57,000	\$1,430	\$67,600	\$1,690	\$80,600	\$2,020	\$97,200	\$2,430	\$122,600	\$3,070
County of Norfolk	\$21,400	\$540	\$27,800	\$700	\$35,800	\$890	\$44,200	\$1,100	\$54,400	\$1,360	\$64,500	\$1,610	\$80,100	\$2,000	\$100,500	\$2,510	\$134,800	\$3,370
County of Oxford	\$24,500	\$610	\$30,700	\$770	\$40,700	\$1,020	\$50,800	\$1,270	\$60,500	\$1,510	\$72,400	\$1,810	\$85,100	\$2,130	\$102,700	\$2,570	\$128,200	\$3,200
City of St. Thomas	\$23,200	\$580	\$28,300	\$710	\$35,400	\$880	\$43,700	\$1,090	\$52,100	\$1,300	\$62,300	\$1,560	\$74,600	\$1,860	\$90,600	\$2,260	\$113,800	\$2,840
City of Stratford	\$24,100	\$600	\$31,400	\$780	\$40,700	\$1,020	\$49,100	\$1,230	\$57,900	\$1,450	\$68,900	\$1,720	\$82,900	\$2,070	\$101,600	\$2,540	\$129,300	\$3,230
Regional Municipality of Waterloo	\$24,500	\$610	\$34,000	\$850	\$45,100	\$1,130	\$55,200	\$1,380	\$66,300	\$1,660	\$78,400	\$1,960	\$92,800	\$2,320	\$111,600	\$2,790	\$142,500	\$3,560
County of Wellington	\$24,700	\$620	\$33,400	\$830	\$44,200	\$1,100	\$55,200	\$1,100	\$58,000	\$1,650	\$78,400	\$1,960	\$92,800	\$2,320	\$110,500	\$2,760	\$140,300	\$3,510
City of Windsor	\$19,700	\$490	\$27,600	\$690	\$36,200	\$910	\$44,600	\$1,120	\$53,500	\$1,340	\$63,200	\$1,580	\$75,700	\$1,890	\$92,800	\$2,320	\$120,400	\$3,010
Northeastern	\$19,700	\$490	\$26,500	\$660	\$32,900	\$820	\$41,500	\$1,040	\$49,900	\$1,250	\$60,100	\$1,500	\$72,900	\$1,820	\$88,400	\$2,210	\$117,100	\$2,930
Algonia District	\$18,300	\$460	\$25,900	\$650	\$30,700	\$770	\$38,000	\$950	\$45,500	\$1,140	\$53,900	\$1,350	\$65,000	\$1,620	\$80,100	\$2,000	\$105,000	\$2,620
Algonia DSSAB	\$18,300	\$460	\$25,400	\$640	\$28,900	\$720	\$35,400	\$880	\$42,900	\$1,070	\$50,800	\$1,270	\$61,000	\$1,520	\$75,100	\$1,880	\$92,800	\$2,510
Cochrane DSSAB	\$19,000	\$480	\$26,500	\$660	\$31,400	\$780	\$40,200	\$1,010	\$48,600	\$1,220	\$59,200	\$1,480	\$75,100	\$1,880	\$92,800	\$2,320	\$121,500	\$3,040
City of Greater Sudbury	\$21,400	\$540	\$28,700	\$720	\$37,600	\$940	\$46,000	\$1,150	\$55,700	\$1,390	\$66,700	\$1,670	\$79,000	\$1,970	\$97,200	\$2,430	\$123,700	\$3,090
Manitoulin District	\$23,600	\$590	\$26,300	\$660	\$32,700	\$820	\$42,900	\$1,070	\$52,100	\$1,300	\$65,000	\$1,620	\$76,200	\$1,910	\$90,600	\$2,260	\$112,700	\$2,820
Sudbury District	\$17,700	\$440	\$25,400	\$640	\$29,200	\$730	\$39,300	\$980	\$49,900	\$1,250	\$59,700	\$1,490	\$71,800	\$1,800	\$92,800	\$2,320	\$119,300	\$2,980
Manitoulin - Sudbury DSSAB	\$18,300	\$460	\$25,900	\$650	\$30,500	\$760	\$40,700	\$1,020	\$50,800	\$1,270	\$60,500	\$1,510	\$73,500	\$1,840	\$90,600	\$2,260	\$116,000	\$2,900
Nipissing DSSAB	\$20,800	\$520	\$26,700	\$670	\$32,900	\$820	\$41,100	\$1,030	\$48,600	\$1,220	\$57,900	\$1,450	\$69,400	\$1,730	\$84,500	\$2,110	\$108,300	\$2,710
Parry Sound DSSAB	\$19,900	\$500	\$26,100	\$650	\$30,900	\$770	\$38,900	\$970	\$48,200	\$1,200	\$58,300	\$1,440	\$68,900	\$1,720	\$84,500	\$2,110	\$112,700	\$2,820
City of Sault Ste. Marie	\$18,600	\$460	\$26,100															

Average Apartment Rents, Ontario, 2022

Table 4. Average Rent by Bedroom Count

Regional Market Area	Bachelor Rent	1 Bedroom Rent	2 Bedroom Rent	3 Bedroom Rent	4+ Bedroom Rent	Total Bedroom Rent
Ontario	\$1,179	\$1,350	\$1,555	\$1,835	\$2,549	\$1,470
City of Toronto	\$1,316	\$1,537	\$1,811	\$2,083	\$2,633	\$1,673
Central	\$1,297	\$1,514	\$1,754	\$2,014	\$2,425	\$1,644
Regional Municipality of Durham	\$1,074	\$1,284	\$1,460	\$1,662	**	\$1,425
Regional Municipality of Halton	\$1,145	\$1,510	\$1,784	\$1,910	**	\$1,696
City of Hamilton	\$919	\$1,142	\$1,334	\$1,486	**	\$1,238
District Municipality of Muskoka	\$814	\$965	\$1,203	\$1,281	**	\$1,143
Regional Municipality of Niagara	\$858	\$1,071	\$1,260	\$1,389	**	\$1,199
Regional Municipality of Peel	\$1,148	\$1,484	\$1,666	\$1,849	\$1,768	\$1,601
County of Simcoe	\$985	\$1,226	\$1,430	\$1,572	**	\$1,338
Regional Municipality of York	\$1,048	\$1,383	\$1,539	\$1,881	**	\$1,489
Eastern	\$1,078	\$1,273	\$1,485	\$1,694	\$2,773	\$1,381
City of Cornwall	\$780	\$825	\$1,003	\$1,035	**	\$941
County of Hastings	\$913	\$1,109	\$1,295	\$1,579	**	\$1,245
City of Kawartha Lakes	\$777	\$1,070	\$1,292	\$1,294	**	\$1,169
Haliburton County	**	**	**	**	**	**
City of Kawartha Lakes + Haliburton County	\$777	\$1,070	\$1,292	\$1,294	**	\$1,169
City of Kingston	\$975	\$1,211	\$1,472	\$1,624	**	\$1,390
County of Lanark	**	\$900	\$1,119	**	**	\$982
UC of Leeds and Grenville	\$767	\$912	\$1,141	\$1,161	**	\$1,066
County of Lennox and Addington	**	\$913	\$989	**	**	\$955
Prince Edward Division	**	\$1,024	\$1,124	**	**	\$1,089
County of Lennox & Addington + Prince Edward Division	**	\$943	\$1,042	**	**	\$1,002
County of Northumberland	**	\$1,231	\$1,650	\$1,756	**	\$1,544
City of Ottawa	\$1,122	\$1,348	\$1,633	\$1,865	**	\$1,462
City of Peterborough	\$873	\$1,090	\$1,339	\$1,517	**	\$1,244
UC of Prescott and Russell	\$501	\$680	\$1,131	**	**	\$1,014
County of Renfrew	\$508	\$879	\$1,066	**	**	\$1,028
Southwestern	\$888	\$1,132	\$1,354	\$1,472	**	\$1,261
City of Brantford	\$885	\$1,165	\$1,259	\$1,326	**	\$1,233
County of Bruce	**	\$1,054	\$1,409	\$1,488	**	\$1,324
Municipality of Chatham-Kent	\$867	\$954	\$1,088	\$1,058	**	\$1,036
County of Dufferin	**	\$1,269	\$1,455	\$1,588	**	\$1,372
County of Grey	\$742	\$931	\$1,069	\$1,145	**	\$1,019
County of Huron	**	\$787	\$948	**	**	\$877
County of Lambton	\$873	\$1,011	\$1,221	\$1,554	**	\$1,142
City of London	\$863	\$1,127	\$1,400	\$1,617	**	\$1,291
County of Norfolk	\$610	\$882	\$1,021	**	**	\$979
County of Oxford	\$886	\$1,161	\$1,384	\$1,468	**	\$1,311
City of St. Thomas	\$790	\$1,042	\$1,292	**	**	\$1,208
City of Stratford	\$743	\$1,257	\$1,350	\$1,434	**	\$1,310
Regional Municipality of Waterloo	\$1,075	\$1,245	\$1,469	\$1,631	**	\$1,398
County of Wellington	\$989	\$1,324	\$1,490	\$1,504	**	\$1,424
City of Windsor	\$791	\$1,010	\$1,174	\$1,316	**	\$1,065
Northeastern	\$751	\$914	\$1,151	\$1,281	**	\$1,064
Algoma District	\$741	\$880	\$1,009	\$964	**	\$958
Algoma DSSAB	\$741	\$880	\$1,009	\$964	**	\$958
Cochrane DSSAB	\$570	\$944	\$1,062	\$1,120	**	\$1,004
City of Greater Sudbury	\$796	\$930	\$1,254	\$1,472	**	\$1,135
Manitoulin District	**	**	**	**	**	**
Sudbury District	**	**	**	**	**	**
Manitoulin - Sudbury DSSAB	**	**	**	**	**	**
Nipissing DSSAB	\$674	\$905	\$1,116	\$1,311	**	\$1,040
Parry Sound DSSAB	**	**	**	**	**	**
City of Sault Ste. Marie	\$746	\$917	\$1,087	\$1,005	**	\$1,015
Timiskaming DSSAB	**	**	**	**	**	**
Northwestern	\$751	\$956	\$1,168	\$1,446	**	\$1,084
Kenora DSSAB	**	\$836	\$1,008	**	**	\$911
Rainy River DSSAB	**	**	**	**	**	**
Thunder Bay DSSAB	\$757	\$964	\$1,175	\$1,457	**	\$1,094

Source: CMHC, Rental Market Survey, October 2022

** Data suppressed to protect confidentiality, not statistically reliable or not available

Contact: Stewart Houghton | Community and Supportive Housing Division | Housing.Research@ontario.ca

THE CORPORATION OF THE
TOWN OF MIDLAND

575 Dominion Avenue
Midland, ON L4R 1R2
Phone: 705-526-4275
Fax: 705-526-9971
info@midland.ca



September 8, 2023

The Senate of Canada
Ottawa, ON
K1A 0A4

Via Email: sencom@sen.parl.gc.ca

Premier Doug Ford
Legislative Building
Queen's Park
Toronto ON
M7A 1A1

Via Email: premier@ontario.ca

Dear Premier Ford:

Re: "Catch and Release" Justice is Ontario

At its September 6, 2023, Regular Council Meeting with Closed Session the Council for the Town of Midland passed the following Resolution:

That the Town of Midland send a letter to the Federal and Provincial Governments requesting meaningful improvements to the current state of "catch and release" justice in the Ontario legal system. Police Services across Ontario are exhausting precious time and resources having to manage the repeated arrests of the same offenders, which in turn, is impacting their morale, and ultimately law-abiding citizens who are paying the often significant financial and emotional toll of this broken system; and

That this resolution be sent to other Municipalities throughout Ontario for their endorsement consideration.

Thank you.

Yours very
truly,

THE CORPORATION OF THE TOWN OF MIDLAND

Sherri Edgar

Sherri Edgar, AMCT
Municipal Clerk
Ext. 2210



TOWN OF WASAGA BEACH

30 Lewis Street, Wasaga Beach
Ontario, Canada L9Z 1A1

Tel (705) 429-3844
Fax (705) 429-6732

mayor@wasagabeach.com

September 28, 2023

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

BY EMAIL ONLY

Dear Premier Ford,

RE: Illegal Car Rally – Provincial Task Force

Please be advised that the Council of the Town of Wasaga Beach, during their September 14, 2023 Council meeting adopted the following resolution regarding illegal car rallies:

WHEREAS the prevalence of unsanctioned car rally events has grown in recent years throughout North America;

AND WHEREAS the Town of Wasaga Beach has been the target of unsanctioned car rallies over the past four years resulting in property damage, threats to public order, and significant risk to people's safety and enjoyment of their property;

AND WHEREAS the protections afforded by the Canadian Charter of Rights and Freedoms are being violated by unsanctioned car rally organizers and participants, thereby infringing on the rights of others and undermined the response of enforcement personnel;

AND WHEREAS unsanctioned car rally activity crosses multiple jurisdictions requiring a province wide coordinated response framework to protect all communities from the same disruption and risk to public safety;

THEREFORE BE IT RESOLVED THAT the Town of Wasaga Beach requests that a provincial task force be assembled to create a municipal response framework to protect communities from unsanctioned car rallies with a mandate to include, but not limited to:

- Investigate legislative enhancements and tools to assist municipalities in responding and enforcing unsanctioned car rallies.
- Investigate expanded powers for municipal law enforcement officers.
- Develop a proactive approach to awareness, prevention, enforcement and collaboration across all enforcement personnel, including police, municipal law enforcement officers and other provincial offences officers.
- Investigate harsher penalties and increased fines for unsanctioned car rally organizers and participants.

AND FURTHER THAT the Province provide funding to municipalities to assist with the cost in enforcing unsanctioned car rallies;

AND FURTHER THAT a copy of this Resolution be sent to the Right Honourable Prime Minister Justin Trudeau, Honourable Doug Ford, Premier of Ontario, the Honourable Michael Kerzner, Solicitor General of Ontario, the Honourable Doug Downey, Attorney General of Ontario, the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, the Honourable Prabmeet Sarkaria, Minister of Transportation, MPP Brian Saunderson, Commissioner of the Ontario Provincial Police, County of Simcoe, FCM, and AMO;

AND FURTHER THAT a copy of this resolution be sent to all Ontario municipalities requesting a letter of support be sent to senior levels of government.

Your favourable consideration of this matter is appreciated.

Should you have any questions, please contact me at mayor@wasagabeach.com or (705) 429-3844.

Respectfully yours,



Brian Smith, Mayor Town of Wasaga Beach

cc: Right Honourable Prime Minister Justin Trudeau
Hon. Michael Kerzner, Solicitor General of Ontario
Hon. Doug Downey, Attorney General of Ontario
Hon. Paul Calandra, Minister of Municipal Affairs and Housing
Hon. Prabmeet Sarkaria, Minister of Transportation
Brian Saunderson, MPP – Simcoe-Grey
Commissioner Thomas Carrique, Ontario Provincial Police
County of Simcoe Council
Federation of Canadian Municipalities
Association of Municipalities of Ontario
Ontario Municipalities

MEMORANDUM TO: Municipalities

FROM: Jill Vienneau
Assistant Deputy Minister
Infrastructure Programs and Projects Division

DATE: October 6, 2023

SUBJECT: Administrative Penalties Regulation under the *Building Broadband Faster Act, 2021* (BBFA)

As you may know, the [Building Broadband Faster Act, 2021 \(BBFA\)](#) was enacted in April 2021 to help expedite the construction of provincially funded broadband projects. Among other things, the BBFA gives authorities to the Minister of Infrastructure to reduce barriers to the deployment of broadband-related infrastructure. This includes the ability to make orders that impose administrative penalties for non-compliance with prescribed provisions of the BBFA and related regulations.

On March 8, 2022, the Ministry of Infrastructure posted a proposal on Ontario's [Regulatory Registry](#) that sought input on the development of an administrative penalties regulation under the BBFA. I want to thank all organizations that provided their feedback on the proposal.

The [regulation](#) has been filed and is now in effect. It prescribes sections 5, 9, and 20.1 of the BBFA for the purposes of administrative penalties:

- Sections 5 and 9 contain requirements for local distribution companies (LDCs) and proponents of provincially funded broadband projects with respect to Minister's notices and orders.
- Section 20.1 requires certain utility infrastructure owners or operators to share data as requested by the Minister within 15 business days of receiving a request.

The regulation does not apply to municipal service and right of way access applications (section 10.1 of the BBFA).

The regulation prescribes several factors that the Minister may consider when determining the amount of a penalty (which is up to a maximum of \$500,000 as per the BBFA), such as the impact of the contravention and whether actions were taken to remedy the contravention. It specifies that a penalty may only be imposed within one year from when the contravention occurred. The regulation prescribes additional items, including the minimum information that must be included in orders which impose administrative penalties, rules that determine when an order is considered to have been received, and requirements related to the review process.

Administrative penalties are intended to serve as a deterrent to non-compliance with certain provisions of the BBFA to help ensure that provincially funded broadband projects can be completed by the end of 2025. Other measures, such as dispute resolution processes and

Minister's notices and orders, are also available and are described in the recently updated [Building Broadband Faster in Ontario Guideline](#) (version 3.0), which was released on August 14, 2023.

The Guideline includes information on the Technical Assistance Team (TAT), which has been established to provide technical and administrative support to internet service providers (ISPs), LDCs, and municipalities on the implementation of provincially funded broadband projects. The TAT can be reached at TAT@infrastructureontario.ca and is available to facilitate collaborative discussions between stakeholders to help achieve non-binding, mutually agreeable resolutions to disputes. The Guideline recommends that all parties work together in a spirit of cooperation as building broadband infrastructure is a shared responsibility.

The Ministry is committed to continued and ongoing engagement with all stakeholders on the work outlined in the Guideline and the legislative or regulatory requirements for provincially funded broadband projects. We appreciate your continued support as the Government works to reduce barriers and speed up broadband deployment to support our goal of enabling high-speed internet access to all communities across the province by the end of 2025.

Sincerely,

Jill Vienneau

cc. Karen Moore, Assistant Deputy Minister, Strategic Network and Agency Policy Division,
Ministry of Energy

NOTE DE SERVICE

DESTINATAIRES : Municipalités

EXPÉDITRICE : Jill Vienneau
Sous-ministre adjointe
Division des programmes et des projets d'infrastructure

DATE : Le 6 octobre 2023

OBJET : Règlement sur les pénalités administratives en vertu de la *Loi de 2021 sur la réalisation accélérée de projets d'Internet à haut débit*

Comme vous le savez peut-être, la [Loi de 2021 sur la réalisation accélérée de projets d'Internet à haut débit](#) a été promulguée en avril 2021 pour accélérer la construction de projets à haut débit financés par les provinces. La *Loi de 2021 sur la réalisation accélérée de projets d'Internet à haut débit* donne, entre autres, au ministre de l'Infrastructure les pouvoirs de réduire les obstacles au déploiement de l'infrastructure liée à l'Internet à haut débit. Cela inclut la possibilité de prendre des ordonnances imposant des sanctions administratives en cas de non-respect des dispositions prescrites de la Loi de 2021 sur la réalisation accélérée de projets d'Internet à haut débit et des règlements y afférents.

Le 8 mars 2022, le ministère de l'Infrastructure a publié une proposition sur le [Registre de la réglementation](#) de l'Ontario afin de recueillir des commentaires sur l'élaboration d'un règlement relatif aux pénalités administratives en vertu de la Loi de 2021 sur la réalisation accélérée de projets d'Internet à haut débit. Je tiens à remercier toutes les organisations qui ont donné leur avis sur la proposition.

La [réglementation](#) a été déposée et est maintenant en vigueur. Elle prescrit les articles 5, 9 et 20.1 de la Loi de 2021 sur la réalisation accélérée de projets d'Internet à haut débit aux fins des sanctions administratives :

- Les sections 5 et 9 contiennent des exigences pour les sociétés de distribution locales et les promoteurs de projets à haut débit financés par les provinces en ce qui concerne les avis et les ordonnances du ministre.
- L'article 20.1 oblige certains propriétaires ou exploitants d'infrastructures de services publics à partager les données demandées par le ministre dans les 15 jours ouvrables suivant la réception de la demande.

Le règlement ne s'applique pas aux demandes d'accès aux services municipaux et aux droits de passage (article 10.1 de la *Loi de 2021 sur la réalisation accélérée de projets d'Internet à haut débit*).

La réglementation prescrit plusieurs facteurs que le ministre peut prendre en considération pour déterminer le montant d'une pénalité (qui peut atteindre un maximum de 500 000 \$ conformément

à la Loi de 2021 sur la réalisation accélérée de projets d'Internet à haut débit), comme l'impact de la contravention et le fait que des mesures ont été prises pour y remédier. Elle spécifie qu'une pénalité administrative ne peut être imposée que dans un délai d'un an à partir du moment où la contravention a eu lieu. La réglementation prévoit des éléments supplémentaires, notamment les informations minimales qui doivent être incluses dans les ordonnances imposant des sanctions administratives, les règles qui déterminent quand une ordonnance est considérée comme ayant été reçue, et les exigences relatives à la procédure de réexamen.

Les sanctions administratives ont pour but de dissuader le non-respect de certaines dispositions de la Loi de 2021 sur la réalisation accélérée de projets d'Internet à haut débit afin de garantir que les projets à haut débit financés par les provinces puissent être achevés d'ici la fin de l'année 2025. D'autres mesures, telles que les procédures de règlement des différends et les avis et ordonnances du ministre, sont également disponibles et sont décrites dans la récente mise à jour de la [Ligne directrice de la Loi sur la réalisation accélérée de projets d'Internet à haut débit](#) (version 3.0), qui a été publiée le 14 août 2023.

La Ligne directrice comprend des informations sur l'équipe d'assistance technique, qui a été créée pour fournir un soutien technique et administratif aux fournisseurs d'accès à Internet, aux SDL et aux municipalités pour la mise en œuvre de projets à haut débit financés par les provinces. L'équipe d'assistance technique peut être contactée à : TAT@infrastructureontario.ca. Elle est disponible pour faciliter les discussions entre les parties prenantes afin de parvenir à des résolutions non contraignantes et mutuellement acceptables des litiges. La Ligne directrice recommande à toutes les parties de travailler ensemble dans un esprit de coopération, car la construction d'une infrastructure à haut débit relève d'une responsabilité partagée.

Le Ministère s'engage à poursuivre l'engagement avec toutes les parties prenantes sur les travaux décrits dans la Ligne directrice et les exigences législatives ou réglementaires pour les projets à haut débit financés par la province. Nous apprécions votre soutien continu alors que le gouvernement s'efforce de réduire les obstacles et d'accélérer le déploiement du haut débit pour soutenir notre objectif de permettre l'accès à l'Internet à haut débit dans toutes les communautés de la province d'ici à la fin de 2025.

Sincères salutations,

Jill Vienneau

Copie conforme : Karen Moore, sous-ministre adjointe, Division des réseaux stratégiques et de la politique des agences,
Ministère de l'Énergie

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: 705 329-6140
Fax: 705 330-4191

Tél. : 705 329-6140
Télec.: 705 330-4191

File Reference:

612-20

September 26, 2023

Dear Mayor/Reeve/CAO/Treasurer,

Please find attached the OPP municipal policing 2024 Annual Billing Statement package.

This year's billing package includes a statement for the 2022 year-end reconciliation. The final cost adjustment calculated as a result of the 2022 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2024 calendar year.

The most current OPPA uniform and civilian collective agreements expired on December 31, 2022. The estimated salary rates incorporated in the 2024 municipal policing annual statements are based on the 2022 rates, set in the last collective agreements, with a 2.01% overall general salary rate increase applied, representing a 1% general salary rate increase for each of calendar years 2023 and 2024. The reconciliation of both 2023 and 2024 costs will include a reconciliation of salary costs based on rates set in applicable collective agreement settlements.

The final reconciliation of the 2024 annual costs will be included in the 2026 Annual Billing Statement.

For more detailed information on the 2024 Annual Billing Statement package, please refer to the resource material available on opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in November. An email invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement, please email OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

Phil Whitton
Superintendent
Commander, Municipal Policing Bureau

OPP 2024 Annual Billing Statement

Temiskaming Shores C

Estimated costs for the period January 1 to December 31, 2024

Please refer to www.opp.ca for 2024 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	4,896		
	Commercial and Industrial	423		
	Total Properties	<u>5,319</u>	165.59	880,755
Calls for Service	(see summaries)			
	Total all municipalities	183,003,471		
	Municipal portion	0.6706%	230.73	1,227,276
Overtime	(see notes)		18.97	100,915
Court Security	(see summary)		30.93	164,509
Prisoner Transportation	(per property cost)		1.12	5,957
Accommodation/Cleaning Services	(per property cost)		4.90	26,063
Total 2024 Estimated Cost			<u>452.24</u>	<u>2,405,475</u>
2022 Year-End Adjustment	(see summary)			15,030
Grand Total Billing for 2024				<u><u>2,420,505</u></u>
2024 Monthly Billing Amount				201,709

OPP 2024 Annual Billing Statement

Temiskaming Shores C

Estimated costs for the period January 1 to December 31, 2024

Notes to Annual Billing Statement

- 1) Municipal Base Services and Calls for Service Costs - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2024 billing purposes the allocation of the municipal workload in detachments has been calculated to be 50.4 % Base Services and 49.6 % Calls for Service. The total 2024 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) Base Services - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$165.59 estimated for 2024. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) Calls for Service - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical billable calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) Overtime - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2019, 2020, 2021 and 2022 has been analyzed and averaged to estimate the 2024 costs. The costs incorporate the estimated 2024 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2024 hours and salary rates and included in the 2026 Annual Billing Statement.
- 5) Court Security and Prisoner Transportation (CSPT) - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. The 2024 costs have been estimated based on the 2022 activity levels. These costs will be reconciled to the actual cost of service required in 2024.

There was no information available about the status of 2024 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.
- 6) Year-end Adjustment - The 2022 adjustment accounts for the difference between the amount billed based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security.

OPP 2024 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1, 2024 to December 31, 2024

Salaries and Benefits	Positions	Base		Total Base Services and Calls for Service	Base Services	Calls for Service
		FTE	%	\$/FTE	\$	\$
Uniform Members	Note 1					
Inspector	26.21	100.0	170,155	4,459,769	4,459,769	-
Staff Sergeant-Detachment Commander	9.14	100.0	152,475	1,393,620	1,393,620	-
Staff Sergeant	36.76	100.0	142,419	5,235,312	5,235,312	-
Sergeant	222.37	50.4	127,275	28,302,242	14,275,214	14,027,027
Constable	1,613.61	50.4	108,173	174,548,615	88,038,548	86,510,067
Part-Time Constable	15.08	50.4	86,989	1,311,789	661,984	649,805
Total Uniform Salaries	1,923.17			215,251,347	114,064,447	101,186,900
Statutory Holiday Payout			5,132	9,792,492	5,122,546	4,669,947
Shift Premiums			1,130	2,091,727	1,055,028	1,036,699
Uniform Benefits - Inspector			26.47%	1,180,501	1,180,501	-
Uniform Benefits - Full-Time Salaries			32.44%	67,955,243	35,341,010	32,614,233
Uniform Benefits - Part-Time Salaries			15.71%	206,082	103,998	102,084
Total Uniform Salaries & Benefits				296,477,393	156,867,530	139,609,863
Detachment Civilian Members	Note 1					
Detachment Administrative Clerk	168.12	50.4	68,433	11,505,025	5,803,153	5,701,872
Detachment Operations Clerk	2.08	50.4	64,421	133,996	67,642	66,354
Detachment Clerk - Typist	1.06	50.4	56,545	59,938	29,969	29,969
Court Officer - Administration	25.63	50.4	69,834	1,789,843	902,952	886,891
Crimestoppers Co-ordinator	0.83	50.4	65,987	54,769	27,715	27,055
Cadet	0.68	50.4	46,454	31,588	15,794	15,794
Total Detachment Civilian Salaries	198.40			13,575,160	6,847,226	6,727,934
Civilian Benefits - Full-Time Salaries			33.98%	4,612,839	2,326,687	2,286,152
Total Detachment Civilian Salaries & Benefits				18,187,999	9,173,913	9,014,086
Support Costs - Salaries and Benefits						
Communication Operators			6,228	11,977,503	6,263,811	5,713,692
Prisoner Guards			1,996	3,838,647	2,007,477	1,831,170
Operational Support			6,080	11,692,874	6,114,960	5,577,914
RHQ Municipal Support			2,751	5,290,641	2,766,818	2,523,822
Telephone Support			141	271,167	141,811	129,356
Office Automation Support			875	1,682,774	880,031	802,743
Mobile and Portable Radio Support			282	546,587	285,768	260,819
Total Support Staff Salaries and Benefits Costs				35,300,192	18,460,676	16,839,516
Total Salaries & Benefits				349,965,584	184,502,118	165,463,465
Other Direct Operating Expenses	Note 2					
Communication Centre			155	298,091	155,891	142,200
Operational Support			1,018	1,957,787	1,023,854	933,934
RHQ Municipal Support			212	407,712	213,219	194,493
Telephone			1,582	3,042,455	1,591,097	1,451,358
Mobile Radio Equipment Repairs & Maintenance			147	284,923	148,964	135,959
Office Automation - Uniform			3,019	5,806,050	3,036,359	2,769,691
Office Automation - Civilian			1,154	228,954	115,088	113,865
Vehicle Usage			9,975	19,183,621	10,032,356	9,151,265
Detachment Supplies & Equipment			548	1,053,897	551,151	502,746
Uniform & Equipment			2,305	4,467,666	2,335,795	2,131,871
Uniform & Equipment - Court Officer			994	25,476	12,852	12,624
Total Other Direct Operating Expenses				36,756,632	19,216,626	17,540,006
Total 2024 Municipal Base Services and Calls for Service Cost				\$ 386,722,216	\$ 203,718,745	\$ 183,003,471
Total OPP-Policed Municipal Properties					1,230,286	
Base Services Cost per Property					\$ 165.59	

OPP 2024 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1, 2024 to December 31, 2024

Notes:

Total Base Services and Calls for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2019 through 2022. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 88.28 FTEs with a cost of \$15,971,805 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level, and classification. The 2024 salaries are estimated with an effective overall general salary rate increase of 2.01% applied to the 2022 rates in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements, updated agreement negotiations are underway. The rate increase represents a 1% overall general salary rate increases applied for the 2023 and 2024 calendar years. The 2023 and 2024 salary costs will be reconciled based on rates set in applicable collective agreement settlements. The benefit rates are estimated based on the most recent rates set by the Treasury Board Secretariat, (2023-24). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 50.4% Base Services : 49.6% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2023 Municipal Policing Cost-Recovery Formula.

OPP 2024 Calls for Service Billing Summary

Temiskaming Shores C

Estimated costs for the period January 1 to December 31, 2024

Calls for Service Billing Workgroups	Calls for Service Count					2024 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2024 Estimated Calls for Service Cost
	2019	2020	2021	2022	Four Year Average				
					A	B	C = A * B		
	Note 1							Note 2	Note 3
Drug Possession	34	33	25	23	29	6.9	198	0.0109%	19,970
Drugs	12	8	8	3	8	80.6	625	0.0344%	62,882
Operational	1,002	965	1,011	1,088	1,017	3.8	3,863	0.2125%	388,849
Operational 2	660	302	237	211	353	1.5	529	0.0291%	53,228
Other Criminal Code Violations	163	142	106	121	133	7.3	971	0.0534%	97,738
Property Crime Violations	322	340	363	354	345	6.3	2,172	0.1195%	218,642
Statutes & Acts	211	234	250	210	226	3.5	792	0.0436%	79,716
Traffic	174	126	155	182	159	3.8	605	0.0333%	60,919
Violent Criminal Code	181	130	162	160	158	15.4	2,437	0.1341%	245,332
Municipal Totals	2,759	2,280	2,317	2,352	2,427		12,191	0.6706%	\$1,227,276

Provincial Totals (Note 4)

Calls for Service Billing Workgroups	Calls for Service Count					2024 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2024 Estimated Calls for Service Cost
	2019	2020	2021	2022	Four Year Average				
					A	B	C = A * B		
	Note 1							Note 2	Note 3
Drug Possession	2,613	2,790	2,966	2,473	2,711	6.9	18,702	1.0288%	1,882,731
Drugs	880	1,130	1,049	794	963	80.6	77,638	4.2708%	7,815,625
Operational	171,990	177,344	179,926	175,732	176,248	3.8	669,742	36.8416%	67,421,351
Operational 2	119,115	47,881	48,223	46,150	65,342	1.5	98,013	5.3916%	9,866,770
Other Criminal Code Violations	12,263	12,075	12,067	12,166	12,143	7.3	88,642	4.8761%	8,923,384
Property Crime Violations	52,344	46,517	47,206	48,643	48,678	6.3	306,668	16.8694%	30,871,552
Statutes & Acts	28,234	31,126	32,714	32,603	31,169	3.5	109,092	6.0010%	10,982,066
Traffic	38,738	32,001	34,658	38,679	36,019	3.8	136,872	7.5291%	13,778,594
Violent Criminal Code	20,497	19,283	19,967	21,429	20,294	15.4	312,528	17.1917%	31,461,399
Provincial Totals	446,674	370,147	378,776	378,669	393,567		1,817,899	100%	\$183,003,471

Notes to Calls for Service Billing Summary

- 1) Displayed without decimal places, exact numbers used in calculations
- 2) Displayed to four decimal places, nine decimal places used in calculations
- 3) Total costs rounded to zero decimals
- 4) Provincial Totals exclude data for dissolutions and post-2020 municipal police force amalgamations.

This page intentionally left blank

OPP 2024 Calls for Service Details
Temiskaming Shores C
For the calendar years 2019 to 2022

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2019	2020	2021	2022	
Grand Total	2,759	2,280	2,317	2,352	2,427.00
Drug Possession	34	33	25	23	28.75
Drug Related Occurrence	12	17	12	12	13.25
Possession - Cocaine	2	2	1	0	1.25
Possession - Methamphetamine (Crystal Meth)	16	11	8	8	10.75
Possession – Opioid (other than heroin)	0	2	1	1	1.00
Possession - Other Controlled Drugs and Substances Act	4	1	3	1	2.25
Possession/Sale/etc. for Production/Trafficking substance	0	0	0	1	0.25
Drugs	12	8	8	3	7.75
Cultivate/Propagate/Harvest cannabis by adult	0	1	0	0	0.25
Possession of cannabis for purpose of distributing	1	0	0	0	0.25
Trafficking - Cocaine	3	0	2	1	1.50
Trafficking - Heroin	1	0	0	0	0.25
Trafficking - Methamphetamine (Crystal Meth)	1	1	3	1	1.50
Trafficking – Opioid (other than heroin)	0	1	1	0	0.50
Trafficking - Other Controlled Drugs and Substances Act	6	5	2	1	3.50
Operational	1,002	965	1,011	1,088	1,016.50
Accident - non-MVC - Commercial	0	0	1	0	0.25
Accident - non-MVC - Construction Site	0	0	0	1	0.25
Alarm - Others	4	0	0	0	1.00
Animal - Bear Complaint	5	17	4	2	7.00
Animal - Bite	2	2	2	1	1.75
Animal - Dog Owners Liability Act	3	1	2	2	2.00
Animal - Injured	3	3	9	2	4.25
Animal - Left in Vehicle	8	4	6	10	7.00
Animal - Master Code	2	1	7	3	3.25
Animal - Other	15	5	3	3	6.50
Animal - Rabid	0	0	1	0	0.25
Animal - Stray	8	34	19	12	18.25
Assist Fire Department	0	2	1	3	1.50
Assist Public	131	54	47	100	83.00
By-Law - Master Code	0	1	0	1	0.50
Compassionate Message	0	0	1	0	0.25
Distressed / Overdue Motorist	2	3	2	4	2.75
Dogs By-Law	0	0	1	1	0.50
Domestic Disturbance	170	152	146	119	146.75
False Fire Alarm - Other	0	0	0	1	0.25
Family Dispute	86	89	81	99	88.75
Fire - Building	3	4	2	1	2.50
Fire - Other	1	2	4	1	2.00
Fire - Vehicle	2	1	2	0	1.25
Firearms (Discharge) By-Law	2	1	0	0	0.75
Fireworks By-Law	0	0	1	0	0.25
Found - Bicycles	12	5	4	1	5.50
Found - Computer, parts & accessories	1	1	3	0	1.25

OPP 2024 Calls for Service Details
Temiskaming Shores C
For the calendar years 2019 to 2022

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2019	2020	2021	2022	
Found - Gun	0	0	1	0	0.25
Found - Household Property	3	2	3	8	4.00
Found - License Plate	0	1	0	0	0.25
Found - Machinery & Tools	0	0	1	0	0.25
Found - Others	4	3	5	3	3.75
Found - Personal Accessories	20	1	4	5	7.50
Found - Radio, TV, Sound-Reprod. Equip.	2	1	0	0	0.75
Found - Sci., Optical, Measuring Devices	1	0	0	0	0.25
Found - Sporting Goods, Hobby Equip.	0	1	1	2	1.00
Found - Vehicle Accessories	1	0	0	0	0.25
Found Property - Master Code	25	44	59	49	44.25
Insecure Condition - Building	8	0	4	2	3.50
Insecure Condition - Master Code	2	5	3	2	3.00
Insecure Condition - Others	1	1	0	0	0.50
Loitering By-Law	0	0	1	1	0.50
Lost - Accessible Parking Permit	3	0	0	0	0.75
Lost - Bicycles	1	0	0	0	0.25
Lost - Gun	0	0	1	0	0.25
Lost - Household Property	1	1	0	2	1.00
Lost - License Plate	4	5	0	4	3.25
Lost - Machinery & Tools	0	0	1	0	0.25
Lost - Others	8	3	4	1	4.00
Lost - Personal Accessories	13	4	5	7	7.25
Lost - Radio, TV, Sound-Reprod. Equip.	1	0	1	0	0.50
Lost - Sporting Goods, Hobby Equip.	1	0	0	0	0.25
Lost - Vehicle Accessories	1	0	0	0	0.25
Lost Property - Master Code	6	24	31	19	20.00
Medical Assistance - Master Code	1	0	1	0	0.50
Medical Assistance - Other	6	1	3	1	2.75
Missing Person - Master Code	0	1	3	2	1.50
Missing Person 12 & older	9	19	9	9	11.50
Missing Person 12 & older - Foul play suspected	0	1	1	0	0.50
Missing Person Located 12 & older	16	7	14	9	11.50
Missing Person Located Under 12	0	1	0	3	1.00
Missing Person under 12	1	0	1	4	1.50
Missing Person under 12 - Foul play suspected	0	1	0	0	0.25
Neighbour Dispute	69	51	96	89	76.25
Noise By-Law	0	1	0	1	0.50
Noise Complaint - Animal	3	2	7	7	4.75
Noise Complaint - Business	0	1	0	0	0.25
Noise Complaint - Master Code	16	91	51	98	64.00
Noise Complaint - Others	7	3	1	7	4.50
Noise Complaint - Residence	39	1	3	8	12.75
Noise Complaint - Vehicle	2	0	0	0	0.50
Other Municipal By-Laws	4	1	4	3	3.00

OPP 2024 Calls for Service Details
Temiskaming Shores C
For the calendar years 2019 to 2022

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2019	2020	2021	2022	
Overdose/Suspected Overdose	0	0	2	1	0.75
Overdose/Suspected Overdose -Opioid Related	0	3	2	3	2.00
Phone - Master Code	0	2	2	3	1.75
Phone - Nuisance - No Charges Laid	5	9	11	4	7.25
Phone - Obscene - No Charges Laid	0	0	0	1	0.25
Phone - Other - No Charges Laid	4	1	7	3	3.75
Sudden Death - Apparent Overdose/Overdose	0	0	1	3	1.00
Sudden Death - Master Code	0	1	0	0	0.25
Sudden Death - Natural Causes	16	10	10	12	12.00
Sudden Death - Others	0	2	2	3	1.75
Suspicious Package	1	2	1	1	1.25
Suspicious Person	100	116	143	169	132.00
Suspicious vehicle	23	36	28	27	28.50
Swatting - Electronic Communication	0	0	1	0	0.25
Text- related Incident (Texting)	0	2	1	0	0.75
Traffic By-Law	0	2	1	1	1.00
Trouble with Youth	41	58	55	62	54.00
Unwanted Persons	67	58	74	78	69.25
Vehicle Recovered - All Terrain Vehicles	2	0	0	0	0.50
Vehicle Recovered - Automobile	0	1	1	1	0.75
Vehicle Recovered - Construction Vehicles	0	0	0	1	0.25
Vehicle Recovered - Farm Vehicles	0	0	0	1	0.25
Vehicle Recovered - Motorcycles	1	0	1	0	0.50
Vehicle Recovered - Other	1	0	0	0	0.25
Vehicle Recovered - Snow Vehicles	0	2	0	0	0.50
Vehicle Recovered - Trucks	2	0	0	1	0.75
Operational 2	660	302	237	211	352.50
911 call - Dropped Cell	188	66	30	33	79.25
911 call / 911 hang up	274	87	60	43	116.00
911 hang up - Pocket Dial	54	0	1	0	13.75
False Alarm - Accidental Trip	23	1	4	0	7.00
False Alarm - Cancelled	7	2	4	4	4.25
False Alarm - Malfunction	13	3	0	0	4.00
False Alarm - Others	29	81	74	58	60.50
False Holdup Alarm - Accidental Trip	7	13	9	12	10.25
False Holdup Alarm - Malfunction	0	1	0	0	0.25
Keep the Peace	65	48	55	61	57.25
Other Criminal Code Violations	163	142	106	121	133.00
Animals - Cruelty	0	2	2	1	1.25
Animals - Kill or injure	0	1	0	0	0.25
Animals - Others	0	1	0	0	0.25
Bail Violations - Breach of Recognizance	6	1	1	0	2.00
Bail Violations - Fail To Comply	62	47	35	48	48.00
Bail Violations - Master Code	2	3	3	3	2.75
Bail Violations - Others	3	5	4	4	4.00

OPP 2024 Calls for Service Details
Temiskaming Shores C
For the calendar years 2019 to 2022

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2019	2020	2021	2022	
Breach of Probation	45	39	28	36	37.00
Child Pornography - Making or distributing	0	2	1	2	1.25
Child Pornography - Master Code	1	0	0	0	0.25
Child Pornography - Possess child pornography	1	1	1	1	1.00
Counterfeit Money - Master Code	3	1	0	0	1.00
Counterfeit Money - Others	3	3	0	0	1.50
Disobey court order / Misconduct executing process	1	4	0	1	1.50
Disturb the Peace	16	8	14	9	11.75
False Fire Alarm (C.C. Charge)	0	0	1	0	0.25
Indecent acts - exposure to person under 16	1	0	0	0	0.25
Indecent acts - Master Code	1	0	0	0	0.25
Indecent acts - Other	1	0	0	4	1.25
Interception / Disclosure of communication	0	1	0	0	0.25
Obstruct Justice / Fabricate Evidence	1	0	0	0	0.25
Obstruct Public Peace Officer	1	1	0	1	0.75
Offensive Weapons - Careless use of firearms	0	1	2	0	0.75
Offensive Weapons - Other Offensive Weapons	1	2	0	2	1.25
Offensive Weapons - Other Weapons Offences	1	1	1	0	0.75
Offensive Weapons - Possession of Weapons	2	4	5	4	3.75
Offensive Weapons - Weapons Trafficking	1	0	0	0	0.25
Other Criminal Code * Sec. 337 - Sec. 352	1	1	0	0	0.50
Other Criminal Code * Sec.462 - Sec.753	1	0	1	0	0.50
Possess Firearm while prohibited	1	0	1	0	0.50
Possession of Burglary Tools	0	1	0	1	0.50
Possession Of Counterfeit Money	2	1	0	0	0.75
Public Mischief - mislead peace officer	1	0	2	0	0.75
Trespass at Night	1	1	3	1	1.50
Utter Threats to damage property	2	2	1	2	1.75
Utter Threats to injure animal	0	0	0	1	0.25
Utter Threats to Property / Animals	1	0	0	0	0.25
Uttering Counterfeit Money	0	8	0	0	2.00
Property Crime Violations	322	340	363	354	344.75
Arson - Building	1	0	1	0	0.50
Arson - Others	0	1	0	0	0.25
Break & Enter	41	33	46	51	42.75
Break & Enter - Firearms	0	0	0	1	0.25
False Pretence - Other	1	0	0	1	0.50
Fraud - Account closed	0	1	0	0	0.25
Fraud - False Pretence Over \$5,000	0	0	0	1	0.25
Fraud - False Pretence Under \$5,000	2	1	4	4	2.75
Fraud - Forgery & Uttering	5	4	1	2	3.00
Fraud - Fraud through mails	0	5	3	3	2.75
Fraud - Master Code	3	5	16	9	8.25
Fraud - Money/property/security Over \$5,000	5	4	4	8	5.25
Fraud - Money/property/security Under \$5,000	17	14	13	18	15.50

OPP 2024 Calls for Service Details
Temiskaming Shores C
For the calendar years 2019 to 2022

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2019	2020	2021	2022	
Fraud - Other	24	32	28	26	27.50
Fraud - Steal/Forge/Poss./Use Credit Card	5	3	4	5	4.25
Fraud - Transportation	0	1	1	1	0.75
Fraud - Welfare benefits	0	1	3	0	1.00
Identity Fraud	0	2	4	3	2.25
Identity Theft	1	0	0	0	0.25
Interfere with lawful use, enjoyment of property	2	1	0	4	1.75
Mischief	51	50	73	46	55.00
Mischief Graffiti - Non-Gang Related	2	4	4	3	3.25
Personation with Intent (fraud)	1	2	2	3	2.00
Possession of Stolen Goods over \$5,000	4	2	2	0	2.00
Possession of Stolen Goods under \$5,000	0	6	3	4	3.25
Property Damage	11	10	8	6	8.75
Theft Over - Master Code	0	0	0	6	1.50
Theft from Motor Vehicles Over \$5,000	0	0	1	1	0.50
Theft from Motor Vehicles Under \$5,000	23	27	13	6	17.25
Theft of - All Terrain Vehicles	5	3	4	7	4.75
Theft of - Automobile	3	1	0	3	1.75
Theft of - Construction Vehicles	0	0	0	2	0.50
Theft of - Mail	0	1	0	0	0.25
Theft of - Mopeds	0	0	1	0	0.25
Theft of - Motorcycles	3	1	3	4	2.75
Theft of - Other Motor Vehicles	1	0	1	1	0.75
Theft of - Snow Vehicles	0	0	1	1	0.50
Theft of - Trucks	1	0	2	0	0.75
Theft of Motor Vehicle	5	5	6	8	6.00
Theft Over \$,5000 - Construction Site	0	0	0	1	0.25
Theft Over \$5,000 - Bicycles	0	1	1	0	0.50
Theft Over \$5,000 - Other Theft	2	1	1	2	1.50
Theft Over \$5,000 - Persons	1	0	0	0	0.25
Theft Over \$5,000 - Trailers	0	0	0	1	0.25
Theft Over \$5,000 Shoplifting	1	0	0	0	0.25
Theft Under \$5,000 - Bicycles	14	15	29	12	17.50
Theft Under \$5,000 - Boat (Vessel)	2	0	2	0	1.00
Theft Under \$5,000 - Boat Motor	0	0	0	2	0.50
Theft Under \$5,000 - Building	0	0	1	2	0.75
Theft Under \$5,000 - Construction Site	0	0	0	1	0.25
Theft Under \$5,000 - Farm Agricultural Livestock	0	0	0	2	0.50
Theft Under \$5,000 - Gasoline Drive-off	2	9	5	6	5.50
Theft Under \$5,000 - Master Code	12	11	9	12	11.00
Theft Under \$5,000 - Other Theft	45	54	48	45	48.00
Theft Under \$5,000 - Persons	2	1	2	1	1.50
Theft Under \$5,000 - Trailers	0	2	1	3	1.50
Theft Under \$5,000 Shoplifting	24	26	12	26	22.00
Statutes & Acts	211	234	250	210	226.25

OPP 2024 Calls for Service Details
Temiskaming Shores C
For the calendar years 2019 to 2022

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2019	2020	2021	2022	
Custody Dispute	0	1	0	0	0.25
Family Law Act - Custody/Access order	1	0	0	1	0.50
Landlord / Tenant	44	53	53	42	48.00
Mental Health Act	30	27	38	41	34.00
Mental Health Act - Apprehension	0	4	16	16	9.00
Mental Health Act - Attempt Suicide	11	3	11	7	8.00
Mental Health Act - No contact with Police	1	4	4	6	3.75
Mental Health Act - Placed on Form	13	8	4	4	7.25
Mental Health Act - Threat of Suicide	47	25	23	20	28.75
Mental Health Act - Voluntary Transport	14	20	14	10	14.50
Trespass To Property Act	42	84	86	57	67.25
Youth Criminal Justice Act (YCJA)	8	5	1	6	5.00
Traffic	174	126	155	182	159.25
MVC - Fatal (Motor Vehicle Collision)	0	1	0	0	0.25
MVC - Others (Motor Vehicle Collision)	0	3	1	0	1.00
MVC - Pers. Inj. Failed to Remain (Motor Vehicle Collision)	1	0	0	2	0.75
MVC - Personal Injury (Motor Vehicle Collision)	4	7	16	16	10.75
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	30	8	18	8	16.00
MVC - Prop. Dam. Non Reportable (Motor Vehicle Collision)	51	39	34	45	42.25
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	88	65	86	104	85.75
MVC (Motor Vehicle Collision) - Master Code	0	3	0	7	2.50
Violent Criminal Code	181	130	162	160	158.25
Aggravated Assault - Level 3	0	1	1	0	0.50
Agreement or Arrangement - sexual offence against child	1	0	0	0	0.25
Arson - Disregard for Human Life	0	0	1	0	0.25
Assault - Level 1	59	41	63	47	52.50
Assault Peace Officer	3	4	5	3	3.75
Assault With Weapon or Causing Bodily Harm - Level 2	22	8	14	12	14.00
Attempted Murder	0	0	0	1	0.25
Counseling Suicide	0	0	0	1	0.25
Criminal Harassment	14	13	15	17	14.75
Criminal Harassment - Offender Unknown	1	0	1	1	0.75
Extortion	0	0	3	0	0.75
Forcible confinement	1	1	0	0	0.50
Indecent / Harassing Communications	9	4	7	7	6.75
Invitation to Sexual Touching	0	0	1	0	0.25
Manslaughter	1	0	0	0	0.25
Murder 2nd Degree	0	1	0	0	0.25
Non-Consensual Distribution of Intimate Images	2	2	1	4	2.25
Other Assaults / Admin Noxious thing	0	1	0	0	0.25
Pointing a Firearm	0	0	0	1	0.25
Robbery - Other	0	2	0	0	0.50
Robbery - With Threat of Violence	2	3	0	1	1.50
Sexual Assault	18	5	10	17	12.50
Sexual Assault With a Weapon	0	0	1	0	0.25

OPP 2024 Calls for Service Details
Temiskaming Shores C
For the calendar years 2019 to 2022

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2019	2020	2021	2022	
Sexual Interference	6	3	7	8	6.00
Sexual offence occurring prior to January 4, 1983	0	0	1	0	0.25
Using firearm (or imitation) in commission of offence	1	0	0	1	0.50
Utter Threats - Master Code	4	5	1	7	4.25
Utter Threats to Person	36	36	29	32	33.25
Utter Threats to Person - Government Employee	1	0	0	0	0.25
Utter Threats to Person - Police Officer	0	0	1	0	0.25

This page intentionally left blank

OPP 2024 Estimated Court Security Cost Summary
Temiskaming Shores C
Estimated costs for the period January 1 to December 31, 2024

2023 Cost-Recovery Formula

Salaries and Benefits

		Positions	\$/FTE	Total \$
Uniform Members	Note 1			
Sergeant		0.00	127,275	606
Constable		0.40	108,173	43,380
Total Uniform Salaries		0.41		43,986
Statutory Holiday Payout			5,132	2,083
Shift Premiums			1,130	459
Uniform Benefits - Full-Time Salaries			32.44%	14,269
Total Uniform Salaries & Benefits				60,796
Detachment Civilian Members	Note 1			
Court Officer - Court Security	Full-time	0.94	69,834	65,413
Total Detachment Civilian Salaries		0.94		65,413
Civilian Benefits - Full-Time Salaries			33.98%	22,227
Total Detachment Civilian Salaries & Benefits				87,640
Support Costs - Salaries and Benefits	Note 2			
Communication Operators			6,228	2,527
Prisoner Guards			1,996	810
Operational Support			6,080	2,467
RHQ Municipal Support			2,751	1,116
Telephone Support			141	57
Office Automation Support			875	355
Mobile and Portable Radio Support			282	114
Total Support Staff Salaries and Benefits Costs				7,447
Total Salaries & Benefits				155,884
Other Direct Operating Expenses	Note 2			
Communication Centre			155	63
Operational Support			1,018	413
RHQ Municipal Support			212	86
Telephone			1,582	642
Mobile Radio Equipment Repairs & Maintenance			147	60
Office Automation - Uniform			3,019	1,225
Vehicle Usage			9,975	4,048
Detachment Supplies & Equipment			548	222
Uniform & Equipment			2,305	935
Uniform & Equipment - Court Officer			994	931
Total Other Direct Operating Expenses				8,625
Total 2024 Estimated Court Security Cost				\$ 164,509
Total OPP-Policed Properties				5,319
Cost Per Property				\$ 30.93

OPP 2024 Estimated Court Security Cost Summary

Temiskaming Shores C

Estimated costs for the period January 1 to December 31, 2024

Notes:

- 1) Full-time equivalents (FTEs) are based on staffing required to provide court security based on the 2022 activity levels and requirements determined by servicing detachment staff. The 2024 salaries are estimated with an effective overall general salary rate increase of 2.01% applied to the 2022 rates in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements, updated agreement negotiations are underway. The rate increase represents a 1% overall general salary rate increases applied for the 2023 and 2024 calendar years. The 2023 and 2024 salary costs will be reconciled based on rates set in applicable collective agreement settlements. The benefit rates are estimated based on the most recent rates set by the Treasury Board Secretariat, (2023-24). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.
- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2023 Municipal Policing Cost-Recovery Formula.
- 3) There was no information available about the status of 2024 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.

OPP 2022 Reconciled Year-End Summary
Temiskaming Shores C
Reconciled cost for the period January 1 to December 31, 2022

			<u>Cost per Property \$</u>	<u>Reconciled Cost \$</u>	<u>Estimated Cost \$</u>
Base Service	Property Counts				
	Household	4,869			
	Commercial and Industrial	416			
	Total Properties	<u>5,285</u>	172.74	912,944	909,398
Calls for Service					
	Total all municipalities	177,916,859			
	Municipal portion	0.7225%	243.21	1,285,372	1,278,069
Overtime			17.44	92,145	84,872
Court Security	(see summary)		29.99	158,476	158,132
Prisoner Transportation	(per property cost)		1.08	5,708	9,037
Accommodation/Cleaning Services	(per property cost)		4.81	25,421	25,527
Total 2022 Costs			<u>469.27</u>	<u>2,480,066</u>	<u>2,465,035</u>
2022 Billed Amount				<u>2,465,036</u>	
2022 Year-End-Adjustment				<u>15,030</u>	

Notes

The Year-End Adjustment above is included as an adjustment on the 2024 Billing Statement.
This amount is incorporated into the monthly invoice amount for 2024.
The difference between the estimated and billed amount is due to rounding the bills to the nearest dollar throughout the year.

This page intentionally left blank

OPP 2022 Reconciled Court Security Cost Summary
Temiskaming Shores C
 Reconciled costs for the period January 1 to December 31, 2022

2021 Cost-Recovery Formula

Salaries and Benefits

		Positions	\$/FTE	Total \$
Uniform Members	Note 1			
Sergeant		0.00	125,157	596
Constable.		0.40	106,938	42,884
Total Uniform Salaries		0.41		43,481
Statutory Holiday Payout			5,018	2,036
Shift Premiums			1,126	457
Uniform Benefits - Full-Time Salaries.			31.57%	13,727
Total Uniform Salaries & Benefits				59,701
Detachment Civilian Members	Note 1			
Court Officer - Court Security.	Full-time	0.94	67,788	63,496
Total Detachment Civilian Salaries		0.94		63,496
Civilian Benefits - Full-Time Salaries			32.15%	20,414
Total Detachment Civilian Salaries & Benefits				83,910
Support Costs - Salaries and Benefits	Note 2			
Communication Operators			6,832	2,772
Prisoner Guards			2,016	818
Operational Support			5,154	2,091
RHQ Municipal Support			2,720	1,104
Telephone Support			119	48
Office Automation Support			673	273
Mobile and Portable Radio Support			312	127
Total Support Staff Salaries and Benefits Costs				7,234
Total Salaries & Benefits				150,845
Other Direct Operating Expenses	Note 2			
Communication Centre			178	72
Operational Support			802	325
RHQ Municipal Support			118	48
Telephone			1,615	655
Mobile Radio Equipment Repairs & Maintenance			39	16
Office Automation - Uniform			2,545	1,033
Vehicle Usage			8,750	3,551
Detachment Supplies & Equipment			456	185
Uniform & Equipment			2,178	884
Uniform & Equipment - Court Officer			920	862
Total Other Direct Operating Expenses				7,631
Total 2022 Reconciled Court Security Cost				\$ 158,476
Total OPP-Policed Properties				5,285
Cost Per Property				\$ 29.99

OPP 2022 Reconciled Court Security Cost Summary

Temiskaming Shores C

Reconciled costs for the period January 1 to December 31, 2022

Notes:

- 1) Full-time equivalents (FTEs) are based on staffing required to provide court security based on the 2022 activity levels and requirements determined by servicing detachment staff. The COVID pandemic restrictions may have significantly reduced the court security requirements for the municipality.
Salary rates are based on weighted average rates for municipal detachment staffing by rank, level and classification. The 2022 salaries incorporate the 2022 general salary rate increases set in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements, (uniform staff - 1.85%, civilian staff 1.0%). The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2022-2023).
- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2021 Municipal Policing Cost-Recovery Formula.
- 3) The Municipality's remaining grant credit from the Ministry's 2023 Court Security Prisoner Transportation Grant Program is subject to an adjustment if the 2022 grant allocation is more than the 2022 reconciled costs. There was no information available about the status of 2024 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.

To: Chair of the Board, Earlton-Timiskaming Regional Airport Authority

From: James Smith, Manager, Earlton-Timiskaming Regional Airport, The Loomex Group

Date: June 6, 2023

Re: Managers Report, May 2023

Miscellaneous Updates:

On the 1st of May work began on the shop door to increase the height In order to accommodate the new blower and new plow truck.



The project went off smoothly and was completed within the week. The contractor also honored his pricing from 2022.

On Friday May 12th, Nav Canada Challenger Jet was in to shoot the LPV/RNAV approaches for 08/26 that went active 2 years ago, I have not received any notice of problems from Nav Canada.

In June 2022 we had SOS surveyors out to assess the approaches and several trees were taken down to the West of the runway, they reshot the approaches and were

satisfied that we had not obstacles.

We had 1 charter this month with 1 passenger.

Infrastructure Issues: N/A

Staff / Training:

Max has started hi paternity leave effective May 11, scheduled to return September 11 2023.

Don has indicated that he will make himself available as required to help out where he can.

Live Exercise Report.

On the 17th of November 2022, we conducted our full-scale test of out Emergency Response Plan (ERP). The final report was just submitted by Loomex and is attached at the end of this report for your review.

Equipment:

Nothing new to report, all summer eqt. is in good working order.

Winter Operations: 2022/2023 Summary

For the month of May, we did have a few snow events but it melted off the hard surfaces and we did not have to activate the snow plan.

For our 2022/2023 winter we had our first snow on November 17th 2022 and our last snowfall April 25th 2023.

We had 6 call outs throughout the winter and accumulated 123.5 hours of overtime collectively.

Hopefully that's it for snow until the fall...

Yours Truly,

Jamie Smith



Earlton-Timiskaming Airport
Large-Scale Safety Exercise After-Action Report
Exercise Conducted: November 17, 2022

Prepared for:

Jamie Smith
Airport Manager
Earlton-Timiskaming Airport
apm@timiskairport.com

Prepared by:

The Loomex Group
925-550 Airport Rd
Peterborough, ON K9J 0E7
705-775-5022
loomex.ca

© 2023

Table of Contents

Executive Summary	5
1.0 Exercise Summary	7
1.1 Background	7
1.2 Exercise Overview	7
1.3 Exercise Details	9
2.0 Success and Challenges	11
2.1 Site Response	11
2.2 EOC Response	11
3.0 Recommendations	13
3.1 EOC Response	13
4.0 Debriefing Session: "Exercise Hotwash"	14
4.1 Overview	14
4.2 Participant Comments	14

List of Tables

Table 1. Debriefing session: participant comments.

14

Executive Summary

The primary purpose of conducting a safety and security exercise is to meet the requirements of the Canadian Aviation Regulations (CARs). As stated in CAR 302.208 (2): “The operator of an airport shall test the emergency plan by conducting a full-scale exercise [...] (b) for other airports, at intervals not exceeding four years.”¹

By conducting an exercise, an airport can also:

- test its emergency response plan (ERP)
- work with internal and external stakeholders
- identify strengths
- identify areas where it can improve its current plans

After recognizing where they can improve their operations, airports can modify their existing procedures and provide training on new amendments to ensure their safety and security needs reflect their mission and vision statements.

On November 17, 2022, The Loomex Group conducted a large-scale safety exercise for Earlton-Timiskaming Airport (the Airport). Designated “Fallover,” the exercise tested the Airport’s ERP and current policies by simulating an aircraft having an incursion with airport maintenance equipment. The exercise inputs considered the following areas:

- airport infrastructure responses
- public safety
- communication interoperability
- media issues
- business continuity and returning the Airport to normal operations

The exercise and the post-exercise debriefing session (“Exercise Hotwash”) identified successes and challenges for the Airport and its Emergency Operations Centre (EOC). This After-Action Report (AAR) discusses those findings as they relate to the following:

- site response
- EOC activation and notification
- EOC situational awareness and information sharing
- EOC plans and processes
- EOC facility

¹ Canadian Aviation Regulations SOR/94-433, Revised Statutes of Canada (2019.01.19). Retrieved from the Government of Canada Transport Canada website: <https://tc.canada.ca/en/corporate-services/acts-regulations/list-regulations/canadian-aviation-regulations-sor-96-433>

The Airport Manager should review this AAR and develop a plan to correct any deficiencies identified in its current policies or procedures. Once the Airport Manager develops a plan, the Airport should conduct partial exercises to confirm that the proposed changes correct the deficiencies. By conducting annual exercises and maintaining and enhancing its ERP and partnerships with internal and external stakeholders, the Airport shows that it is fully committed to meeting the requirements of Transport Canada.

1.0 Exercise Summary

1.1 Background

The Loomex Group worked with the Airport and various external agencies to develop a large-scale safety exercise. Designated “Fallover,” the exercise tested the Airport’s ERP and current policies by simulating an aircraft having an incursion with airport maintenance equipment. The exercise allowed Airport staff to practice exchanging information between the EOC, the EOC Control Group (ECG), and external stakeholders. The exercise also allowed the Airport to satisfy the requirements of the CARs.

The Loomex Group established the following controller sites for the exercise:

- exercise controller
- EOC controller
- site controller
- staging controller
- simulation cell controllers

Before starting the exercise, The Loomex Group discussed exercise objectives, safety protocols, and COVID-19 procedures with the Airport’s management, authorities, and external stakeholders. In addition, the Airport Manager reviewed the Airport’s safety procedures with The Loomex Group’s team.

1.2 Exercise Overview

Scope

“Fallover” was a two-hour large-scale security exercise held at the Airport.

Mission Areas

The exercise covered the following areas:

- prevention
- protection
- mitigation
- response
- recovery

Objectives

The exercise had the following objectives:

- test the Airport’s ERP

- test the Airport's process of managing a crash
- test the interoperability between the Airport's staff and external agencies
- test the Airport's communication process and system
- fulfill obligations mandated by the CARs

Scenario

Loomex Air Flight #8631 was carrying three crew and 18 +1 passengers and was on a short, final approach to the Airport. While the aircraft was approaching the Airport, a piece of airport maintenance equipment was identified on Runway 08/26. Attempts to reach the equipment operator by radio were unsuccessful. The incoming aircraft crashed into the equipment, which resulted in smoke, fire, and debris on the runway.

The temperature was -15 degrees Celsius, and severe weather warnings had been issued, including the possibility of heavy winds and 25–35 cm of snow.

Facilitator

The Loomex Group
925-550 Airport Rd
Peterborough, ON K9J 0E7

Participating Organizations

The following agencies participated in the exercise:

- Airport staff
- Ontario Provincial Police
- District of Timiskaming Emergency Medical Services
- Earlton Fire Department
- Northern Ontario School of Medicine
- Timiskaming Hospital
- Transport Canada Inspector

Client Contact

Jamie Smith
Airport Manager
Earlton-Timiskaming Airport
apm@timiskairport.com

1.3 Exercise Details

Exercise Date

The exercise took place on November 17, 2022.

Weather

The exercise simulated the following weather:

- a severe weather warning for the area, including high winds and 25–35 cm of snow
- a temperature of -15 degrees Celsius

Emergency Operations Centre Activation

The EOC was assembled at the Airport for annual training and was activated due to a crash.

Threat

The exercise simulated the following threats:

- an aircraft crashed on Runway 08/26, which caused smoke, fire, and debris along the runway
- a fuel leak on the affected aircraft
- cold weather conditions
- a severe weather warning, including high winds and 25–35 cm of snow
- damage to Runway 08/26

Communications

The following communications took place during the exercise:

- Airport staff witnessed the crash on the runway.
- The Airport Manager activated first responders by calling 911.
- Communications were established between the EOC and the emergency site.

Number of Souls/Passengers Affected

The exercise simulated the following number of affected souls/passengers:

- 3 crew
- 18 +1 passengers

Business Continuity/Resumption

The exercise involved the following business continuity/resumption considerations:

- returning the Airport to normal operations after the crash and storm
- removing wreckage from the Airport after receiving approval from the Transportation Safety Board (TSB)

2.0 Success and Challenges

2.1 Site Response

Successes

The exercise noted the following successes:

- The OPP set up road closures to secure the Airport.
- A communications link was established with the EOC.
- Hazards, such as the fuel leak, were identified and dealt with promptly.
- The On-scene Controller worked with external partners by providing advice (from the Airport's perspective) to mitigate the incident.
- The responding agencies set up a unified command system to manage the incident.
- The first responder agencies worked well together.

Challenges

No challenges were identified regarding site response.

2.2 EOC Response

Successes

The exercise noted the following successes:

- Upon notification of the incident, the Airport Manager used the established checklists to ensure the proper authorities were contacted.
- The EOC was established.
- The Airport Manager ran periodic scrum sessions that were efficient and timely.
- The EOC regularly discussed issuing media releases to the public.
- The EOC discussed other issues with the Airport outside the emergency site to plan for business resumption.
- The collaboration between the Airport and its external agencies in the EOC was excellent.
- The Airport assigned a scribe to document the incident.

Challenges

The exercise noted the following challenges:

- The Airport needs to update some of the agencies on its ERP checklist.
- There were difficulties with communication exchanges with the media and internal municipal staff.

3.0 Recommendations

3.1 EOC Response

1. To help reduce noise levels in the EOC, the Airport Manager should review other areas on the Airport's grounds where the EOC can be established. If no other facilities are available, the Airport Manager should consider using a municipal building or municipal EOC location.
2. The Airport Manager should review and update the Airport's ERP checklists as required.
3. The Airport Manager should develop pre-determined communication messaging for the media. In addition, the Airport Manager should examine which external agencies could provide communications for the Airport during an incident and then try to establish a partnership with them.

4.0 Debriefing Session: “Exercise Hotwash”

4.1 Overview

Following the full-scale “Fallover” exercise held at the Airport on November 17, 2022, The Loomex Group conducted the debriefing session “Exercise Hotwash.”

The following agencies participated in “Exercise Hotwash”:

- Airport staff
- Ontario Provincial Police
- District of Timiskaming Emergency Medical Services
- Earlton Fire Department
- Northern Ontario School of Medicine
- Timiskaming Hospital

4.2 Participant Comments

Each agency that participated in the debriefing session provided comments on the results of the “Fallover” exercise. The following table presents those comments in their original form, as received by The Loomex Group.

Table 1. Debriefing session: participant comments.

Exercise Participant	Comments
EOC Manager	<ul style="list-style-type: none"> • Good communication and coordination in the EOC • Some department heads did tasks outside their normal day-to-day scope
OPP (EOC)	<ul style="list-style-type: none"> • Communication is a key element for this type of incident • There were many learning opportunities presented by the exercise • It is important to work together and consider all agencies involved in the response
EMS (EOC)	<ul style="list-style-type: none"> • The tracking of patients was difficult • Will work with the hospitals to establish a process for tracking • Coordination with other agencies was excellent

Exercise Participant	Comments
Fire (EOC)	<ul style="list-style-type: none"> • Site crews provided a great mental picture of what the site looked like and what was happening at the site
EMS (Site)	<ul style="list-style-type: none"> • The incident was overwhelming at the start • Cold weather was a factor • Coordination with the fire department was fantastic
Fire (Site)	<ul style="list-style-type: none"> • Had issues with the radio system; had to use cell phones to talk to the EOC • Great training for the department about the airport
Hospital	<ul style="list-style-type: none"> • Very realistic exercise • Teamwork is essential • Many learning opportunities are presented when participating in exercises • If the incident involved a bigger aircraft with a larger number of patients, the local hospitals could not handle the level of response needed
Transport Canada Inspector	<ul style="list-style-type: none"> • Participating in drills like this exercise better prepares everyone for when real emergencies occur
Mayor Kidd	<ul style="list-style-type: none"> • Wanted to thank everyone who participated in the exercise

To: Chair of the Board, Earlton-Timiskaming Regional Airport Authority

From: James Smith, Manager, Earlton-Timiskaming Regional Airport, The Loomex Group

Date: July 6, 2023

Re: Managers Report, June 2023

Miscellaneous Updates:

June 1st, we had Sam's Pump change the filters and water separators on the Jet A1 and Avgas pumps. A thorough inspection was completed of the monitor chamber for the Jet A1 and no problems were detected.

June 7th, Hydro One helicopter working from CYXR identified a wildfire 40 km SW of Airport, he notified MNRF. The next day we started seeing helicopter traffic to move crews and equipment into the area.

Checked on fuel levels and put an order in to top up our tank and gave them a heads up that we may be getting busy. I also set up an account with a second fuel supplier as a back-up as our main supplier was becoming overwhelmed with supplying other airports and the MNRF fire demands.

June 11th, MNRF called to inform me that they wanted to establish a base of operations here at the Airport for their staff and up to 5 helicopters, I informed them that we could accommodate their needs and that they would draft an MOU for Monday June 12th.

The MNRF was designated a small space in the shop and parking for \$ 100.00 per week, they paid 2 weeks in advance and stood down from this fire on the 26th. The helicopter remained for another week and was reassigned to CYTS (Timmins) but continued to work this fire in the afternoons using us as a fuel stop.

As it turned out we only ended up with 1 medium helicopter, the MNRF site Manager said that they were spread so thin on men and equipment that they had to resign assets to other areas.



Infrastructure Issues: N/A

Staff / Training: N/A

Max is scheduled to return to work September 14th.

Equipment:

Nothing new to report, all summer eqt. is in good working order.

We had 2 charters this month with 26 passengers and a fuel order. One of the charters was operating a Dash 8 with 24 passengers with investors for Agnico Eagle in Kirkland Lake, the aircraft dropped them off there and came here empty and they were bussed down the next afternoon. Kirkland Lake was closed for drag racing, that's why they departed from here.



Yours Truly,

Jamie Smith

To: Chair of the Board, Earlton-Timiskaming Regional Airport Authority

From: James Smith, Manager, Earlton-Timiskaming Regional Airport, The Loomex Group

Date: August 6, 2023

Re: Managers Report, July 2023

Miscellaneous Updates:

The KLK 005 fire wound down after some much-needed rain through the Canada Day long weekend, our lone helitak crew departed back to base in Timmins. They did drop in for a few refueling stops in the following days but overall, the MNRF activity has dropped right off. The MNRF was deeply appreciative of the support that they received from CYXR.

We were able to gain some media attention as a result of the fire and activity at the airport with a spot on the CTV News and a couple of interviews with CJTT, one discussing the fires and another our funding struggles.

I have enclosed the link to the CTV article below:

[Earlton-Timiskaming Regional Airport assisting MNRF with forest fire situation | CTV News](#)

On the 24th Jeff sent word that Harris Township has decided to contribute to the Airport, they will let us know when they have a candidate to sit on our board, Sheila has prepared and sent an Invoice for their contribution.

We look forward to having Harris on board.

We had 1 charter with 6 passengers, a family visiting someone local.

Don and I removed the large concrete slab that used to house the old refueling shack and placed it by the shop. We will use it as a pad for a new tank for the furnace oil for the shop..

We had the DND in to conduct a couple of practices early and mid-July, no fuel sales but had several folks out to watch the jumpers.



Infrastructure Issues: N/A

Staff / Training: N/A

Max is scheduled to return to work late September.

Equipment:

Nothing new to report, all summer eqt. is in good working order.

Yours Truly,

Jamie Smith

To: Chair of the Board, Earlton-Timiskaming Regional Airport Authority

From: James Smith, Manager, Earlton-Timiskaming Regional Airport, The Loomex Group

Date: September 11, 2023

Re: Managers Report, August 2023

Miscellaneous Updates:

We had 4 charters with 15 passengers, Georgia Pacific was in a couple of times, the other two were private charters.

We had the DND in to conduct a couple of practices early and mid-August, no fuel sales but had several folks out to watch the jumpers.

GA traffic for the month was steady with good fuel sales.

Mowing took up most of the priority for this month.

We have crack sealing scheduled mid-September for 08/26.

Infrastructure Issues: N/A

Staff / Training: N/A

Max is scheduled to return to work September 25th.

Equipment:

We had a couple of issues with the sweeper and mower deck this month. We were sweeping the grass growing up through the cracks on 08/26 and the pin that holds the piston that swing the broom dropped out. Luckily this was noticed quickly and no damage to the piston or sweeper occurred. There is a flap plate on the bottom of the piston housing that had come loose and the pin holding the piston dropped out. We will be doing a full service on the sweeper ahead of this winter season and will put a small tack weld on all the flap plates to prevent this from happening again.

The mower deck wing shaft snapped while cutting along the runway. On closer

inspection we noticed that a crack had formed along the hole used to install the set pin that holds the shaft. Unfortunately this wasn't detected as the shaft has a plastic safety cover over its entire length. We were able to have a local welding shop refabricate the damaged shaft using parts of the old shaft connectors.

Both the sweeper and large mower deck are back in service.

Yours Truly,

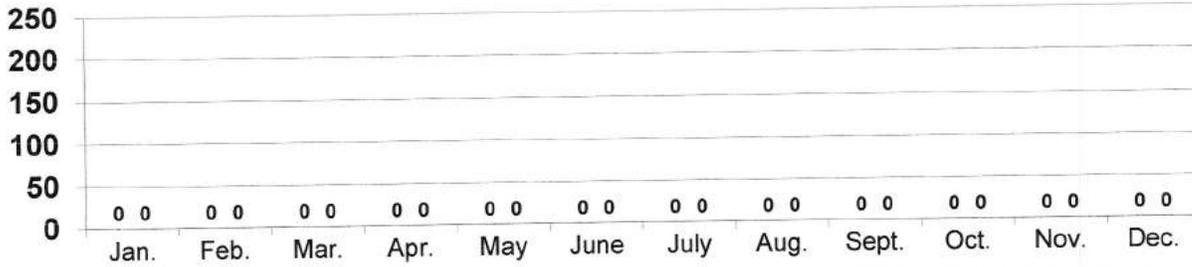
Jamie Smith

EARLTON-TIMISKAMING REGIONAL AIRPORT MAY 2023

<u>REVENUE</u>	<u>ACTUAL</u>	<u>YTD</u>
Fuel	\$23,313	\$52,128
Operations	\$9,249	\$191,596
	\$32,562	\$243,724
 <u>EXPENSES</u>		
Fuel	\$22,347	\$46,132
Operations	\$27,432	\$101,248
	\$49,779	\$147,380
 <u>NET PROFIT/LOSS</u>		
Fuel	\$966	\$5,996
Operations	-\$18,183	\$90,348
Capital Expenses		
	-\$17,217	\$96,344
 <u>FUEL INVENTORY - JET A1</u>	\$ 29,163	
<u>FUEL INVENTORY - AVGAS</u>	\$ 10,933	
<u>FUEL INVENTORY - DIESEL</u>	\$ 4,454	

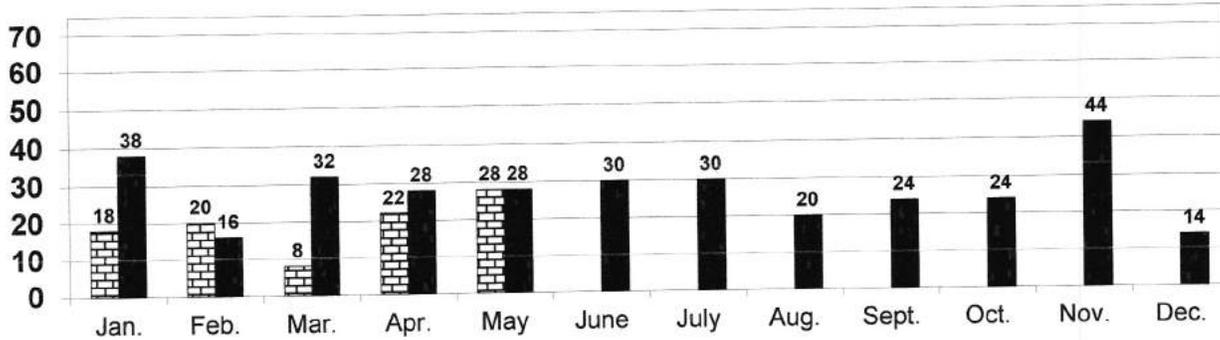
Air Carriers Movements

▨ 2023
■ 2022



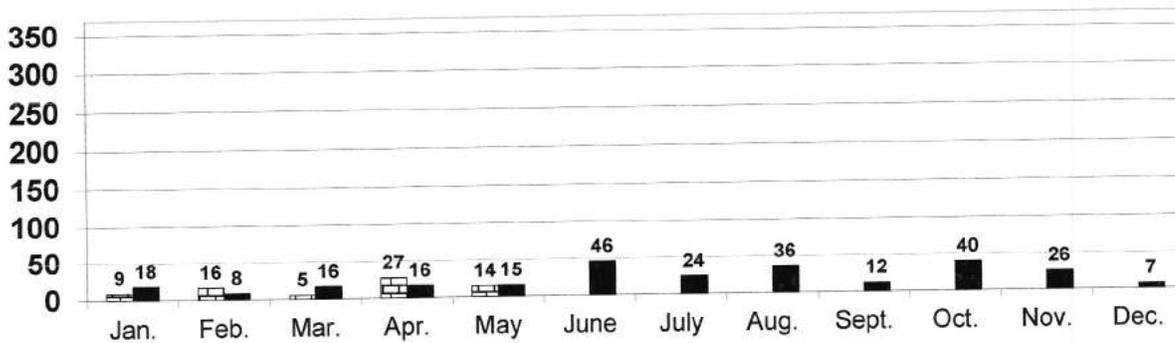
Air Ambulance Movements

▨ 2023
■ 2022

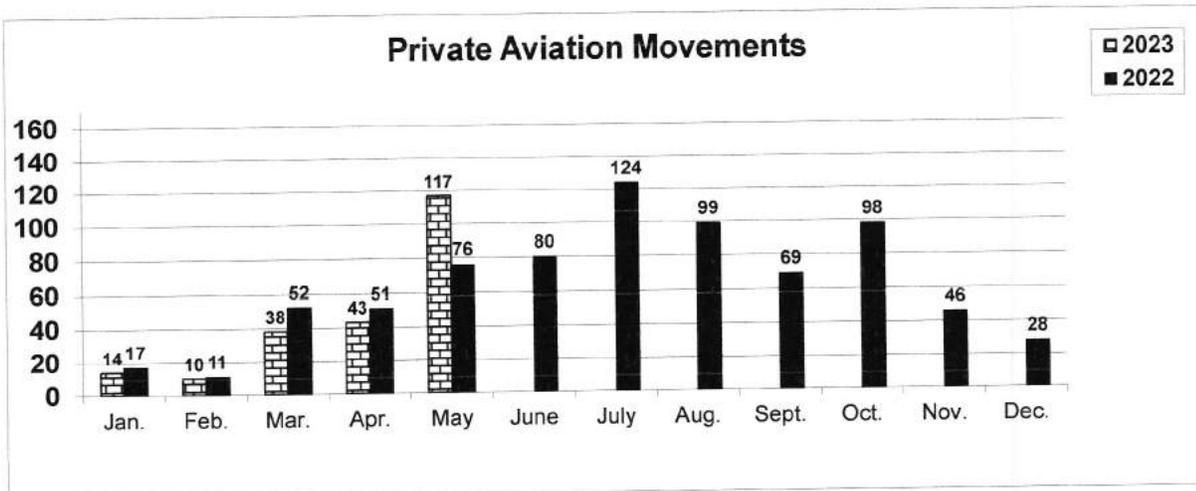
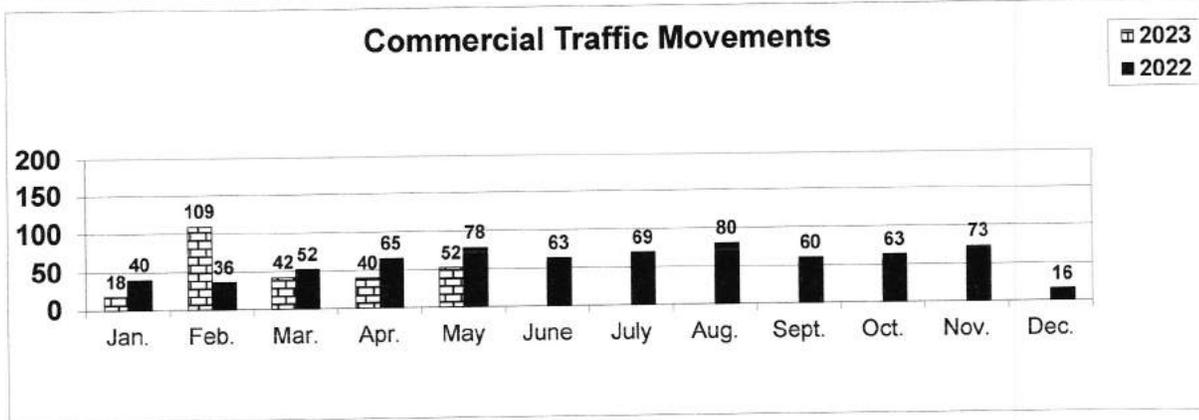
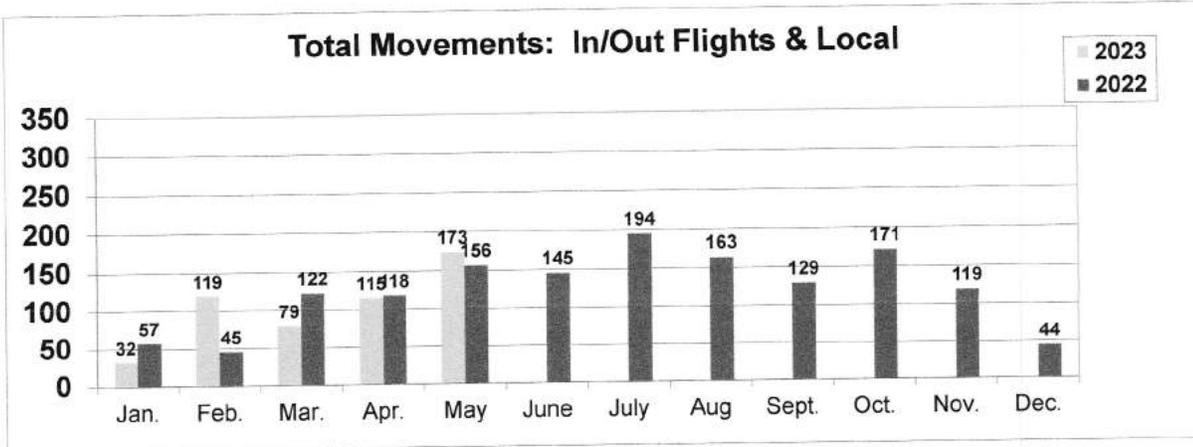


Pgrs. via Air Charter

▨ 2023
■ 2022



ANNUAL AIRCRAFT MOVEMENTS



Community Contribution Summary
2023 Sharing Contribution
Per Capita Contribution - \$9.80

<u>Community</u>	<u>Population</u>	<u>Contribution</u>	<u>Paid</u>
Armstrong	1199	\$11,750	\$11,750.00
Casey	341	\$3,342	
Chamberlain	311	\$3,048	\$1,549.00
Charlton and Dack	686	\$6,723	\$3,361.50
Coleman	517	\$5,067	\$5,067.00
Englehart	1442	\$14,132	\$14,132.00
Evanturel	502	\$4,920	\$2,460.00
Harley	524	\$5,135	
Hilliard	215	\$2,107	\$1,053.50
Hudson	530	\$5,194	
Temiskaming Shores	9634	\$94,413	\$47,206.50
Thornloe	92	\$902	\$451.00
Total Contributions	15993	\$156,733	\$87,030.50

Donation

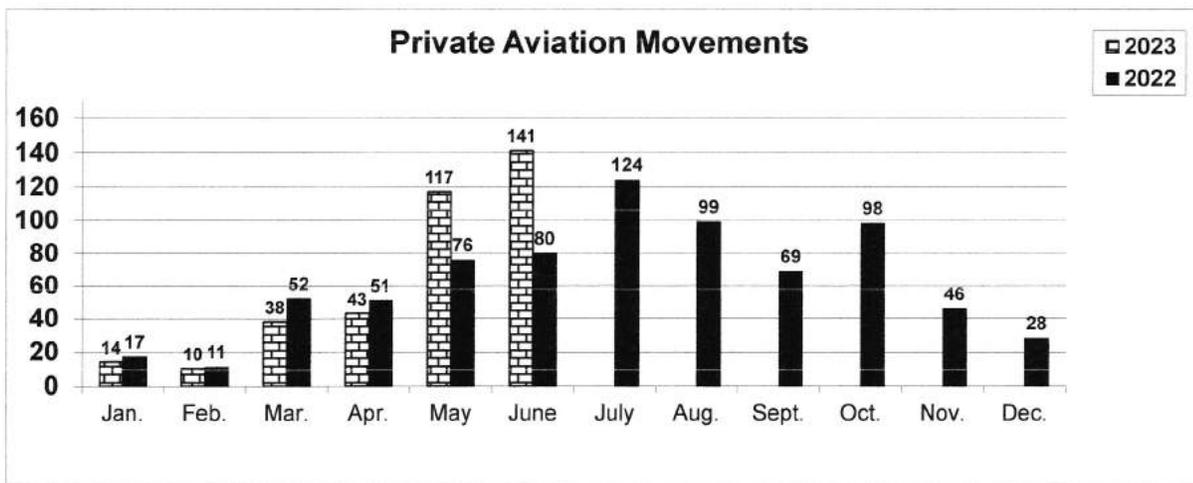
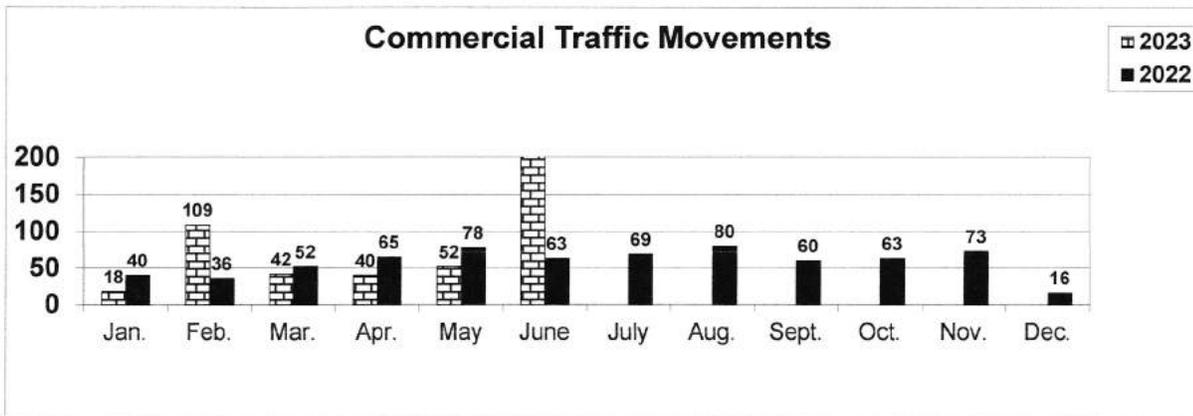
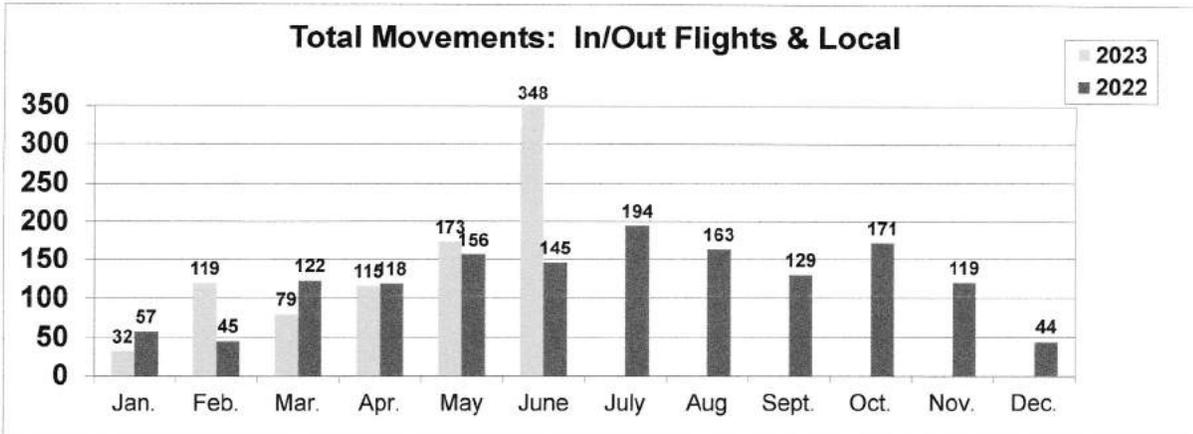
Kerns	358	\$3,508	
Total Contributions		\$160,241	\$87,031

As of June 1, 2023

EARLTON-TIMISKAMING REGIONAL AIRPORT JUNE 2023

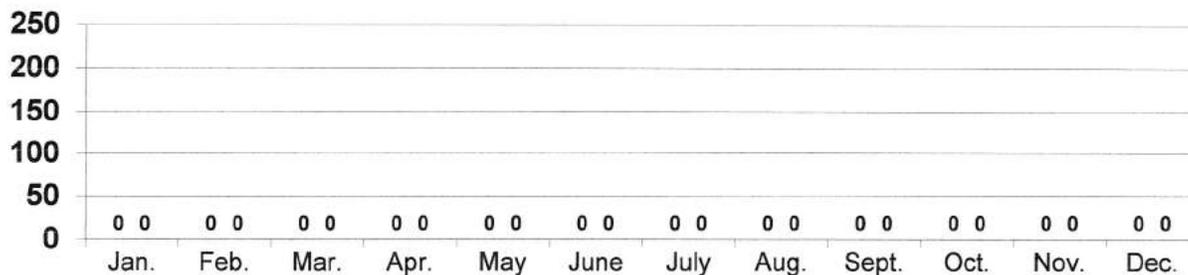
<u>REVENUE</u>	<u>ACTUAL</u>	<u>YTD</u>
Fuel	\$102,843	\$154,971
Operations	\$15,203	\$206,800
	\$118,046	\$361,771
 <u>EXPENSES</u>		
Fuel	\$30,151	\$76,283
Operations	\$31,886	\$133,134
	\$62,037	\$209,417
 <u>NET PROFIT/LOSS</u>		
Fuel	\$72,692	\$78,688
Operations	-\$16,683	\$73,666
Capital Expenses		
	\$56,009	\$152,354
 <u>FUEL INVENTORY - JET A1</u>	\$ 26,242	
<u>FUEL INVENTORY - AVGAS</u>	\$ 10,110	
<u>FUEL INVENTORY - DIESEL</u>	\$ 4,259	

ANNUAL AIRCRAFT MOVEMENTS



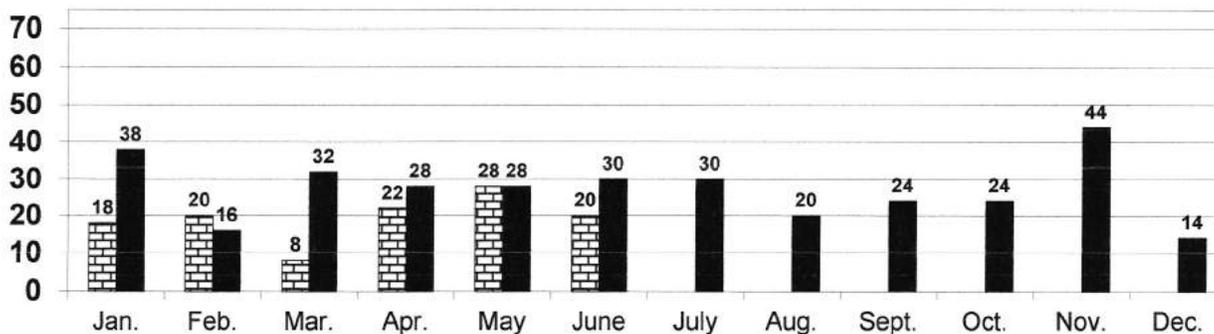
Air Carriers Movements

2023
2022



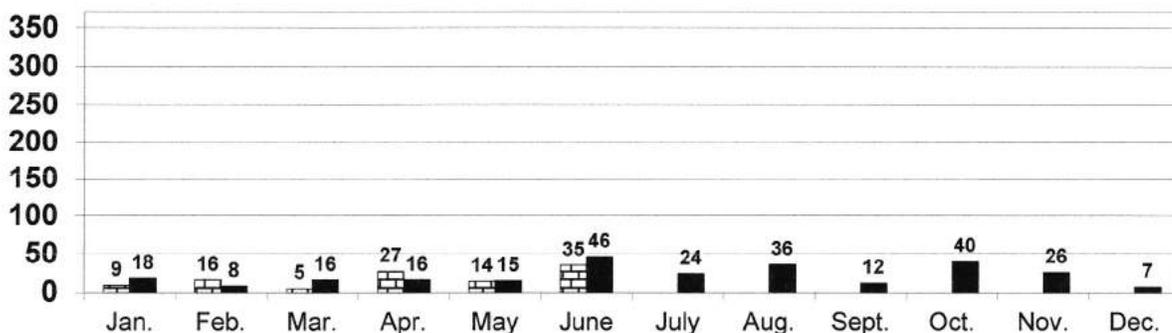
Air Ambulance Movements

2023
2022



Pgrs. via Air Charter

2023
2022



Community Contribution Summary
2023 Sharing Contribution
Per Capita Contribution - \$9.80

<u>Community</u>	<u>Population</u>	<u>Contribution</u>	<u>Paid</u>
Armstrong	1199	\$11,750	\$11,750.00
Casey	341	\$3,342	\$3,342.00
Chamberlain	311	\$3,048	\$1,549.00
Charlton and Dack	686	\$6,723	\$3,361.50
Coleman	517	\$5,067	\$5,067.00
Englehart	1442	\$14,132	\$14,132.00
Evanturel	502	\$4,920	\$2,460.00
Harley	524	\$5,135	\$5,135.00
Hilliard	215	\$2,107	\$1,053.50
Hudson	530	\$5,194	\$5,194.00
Temiskaming Shores	9634	\$94,413	\$47,206.50
Thornloe	92	\$902	\$451.00
Total Contributions	15993	\$156,733	\$100,701.50

Donation

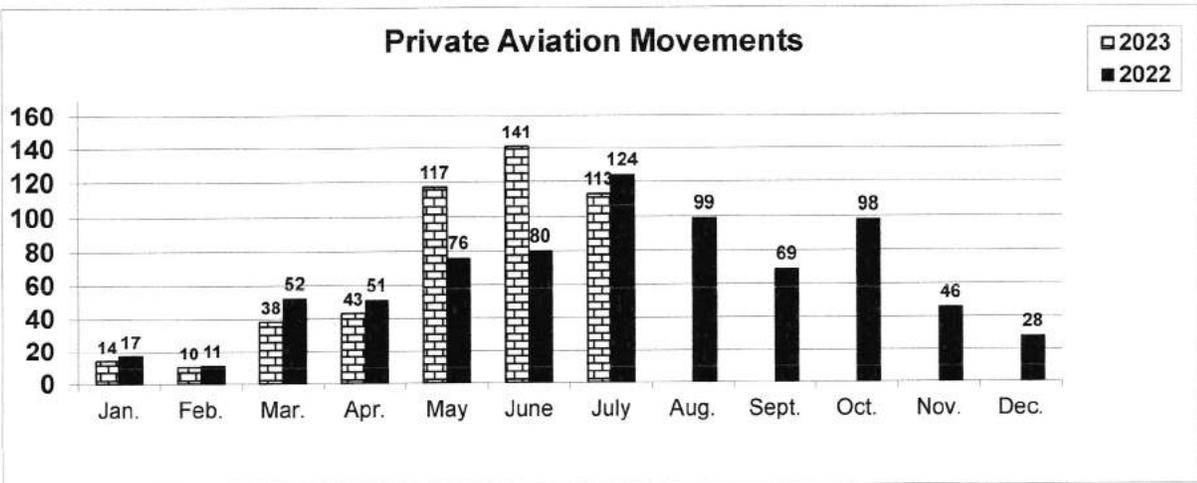
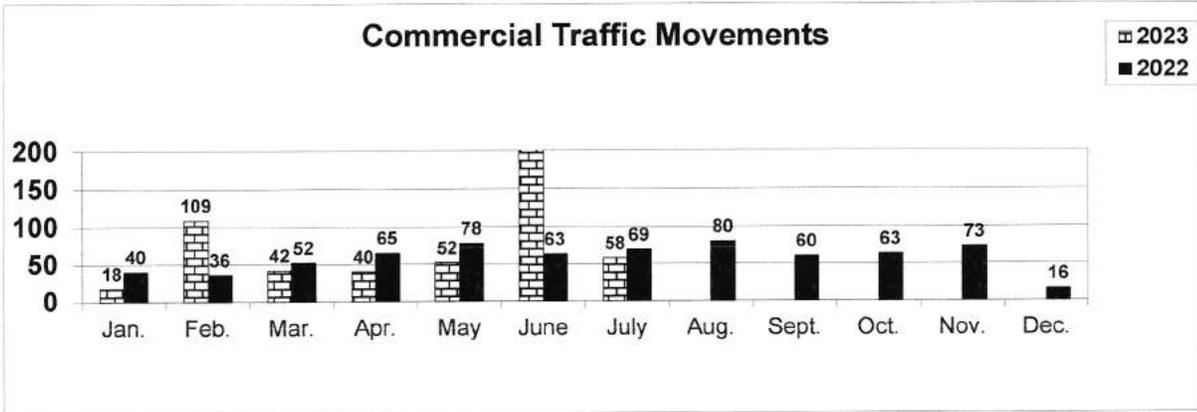
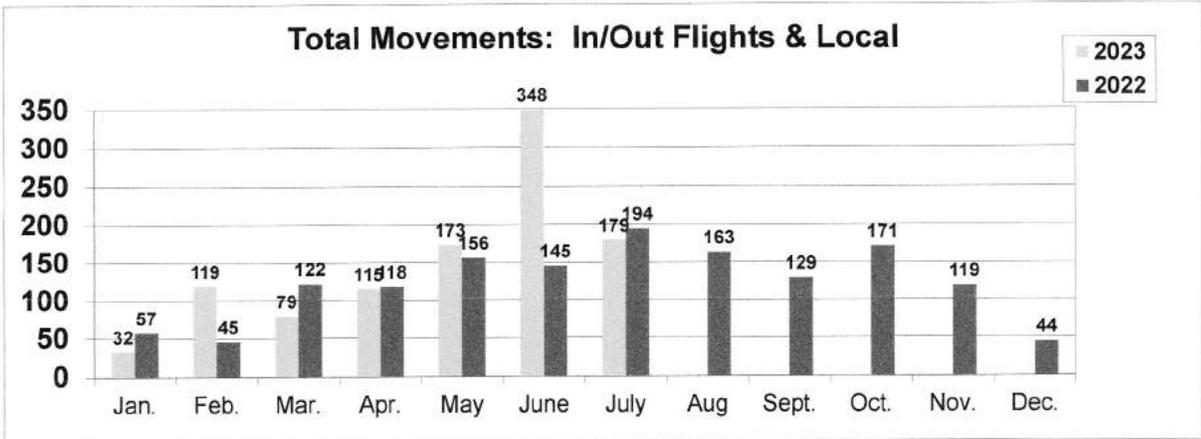
Kerns	358	\$3,508	
Total Contributions		\$160,241	\$100,702

As of June 29, 2023

EARLTON-TIMISKAMING REGIONAL AIRPORT JULY 2023

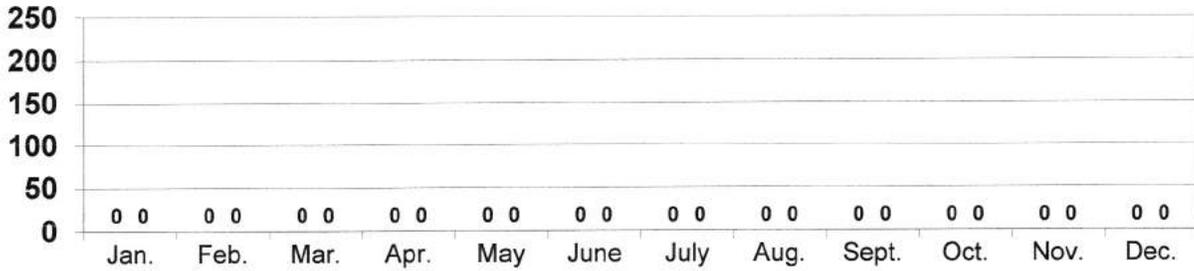
<u>REVENUE</u>	<u>ACTUAL</u>	<u>YTD</u>
Fuel	\$34,494	\$189,464
Operations	\$22,156	\$228,142
	\$56,650	\$417,606
 <u>EXPENSES</u>		
Fuel	\$56,669	\$132,953
Operations	\$28,663	\$161,796
	\$85,332	\$294,749
 <u>NET PROFIT/LOSS</u>		
Fuel	-\$22,175	\$56,511
Operations	-\$6,507	\$66,346
Capital Expenses		
	-\$28,682	\$122,857
 <u>FUEL INVENTORY - JET A1</u>	\$ 29,825	
<u>FUEL INVENTORY - AVGAS</u>	\$ 13,016	
<u>FUEL INVENTORY - DIESEL</u>	\$ 3,525	

ANNUAL AIRCRAFT MOVEMENTS



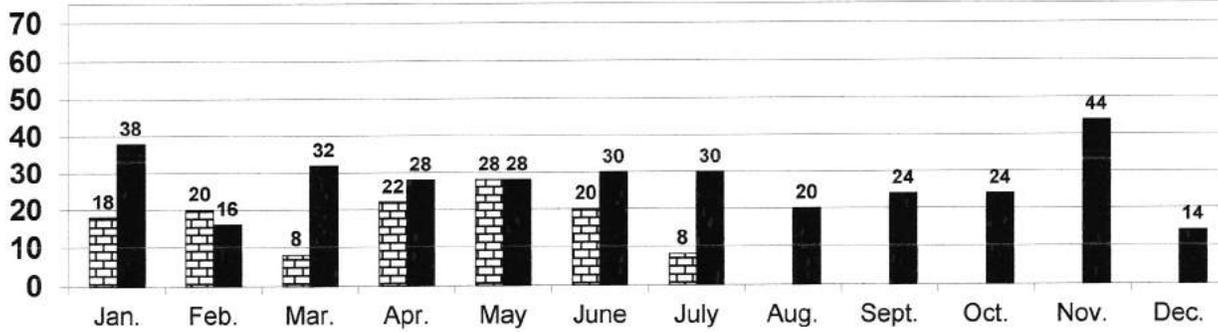
Air Carriers Movements

▨ 2023
■ 2022



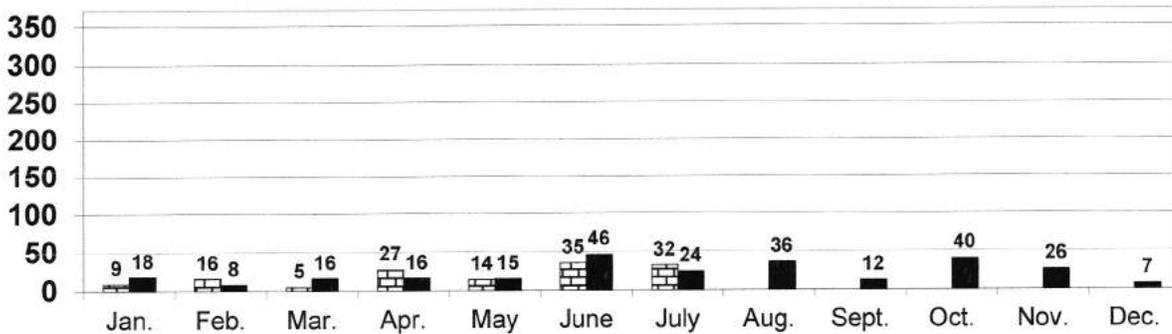
Air Ambulance Movements

▨ 2023
■ 2022



Pgrs. via Air Charter

▨ 2023
■ 2022



Community Contribution Summary
2023 Sharing Contribution
Per Capita Contribution - \$9.80

<u>Community</u>	<u>Population</u>	<u>Contribution</u>	<u>Paid</u>
Armstrong	1199	\$11,750	\$11,750.00
Casey	341	\$3,342	\$3,342.00
Chamberlain	311	\$3,048	\$1,549.00
Charlton and Dack	686	\$6,723	\$3,361.50
Coleman	517	\$5,067	\$5,067.00
Englehart	1442	\$14,132	\$14,132.00
Evanturel	502	\$4,920	\$2,460.00
Harley	524	\$5,135	\$5,135.00
Harris	530	\$5,194	
Hilliard	215	\$2,107	\$1,053.50
Hudson	530	\$5,194	\$5,194.00
Temiskaming Shores	9634	\$94,413	\$47,206.50
Thornloe	92	\$902	\$451.00
Total Contributions	16523	\$161,927	\$100,701.50

Donation

Kerns	358	\$3,508	
Total Contributions		\$165,435	\$100,702

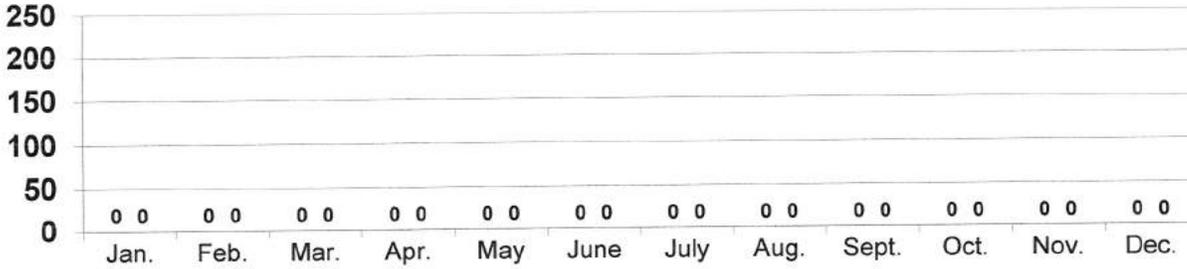
As of July 31, 2023

EARLTON-TIMISKAMING REGIONAL AIRPORT AUGUST 2023

<u>REVENUE</u>	<u>ACTUAL</u>	<u>YTD</u>
Fuel	\$56,929	\$246,394
Operations	\$7,779	\$235,920
	\$64,708	\$482,314
 <u>EXPENSES</u>		
Fuel	\$31,723	\$164,676
Operations	\$38,450	\$200,229
	\$70,173	\$364,905
 <u>NET PROFIT/LOSS</u>		
Fuel	\$25,206	\$81,718
Operations	-\$30,671	\$35,691
Capital Expenses		
	-\$5,465	\$117,409
 <u>FUEL INVENTORY - JET A1</u>	\$ 26,193	
<u>FUEL INVENTORY - AVGAS</u>	\$ 15,127	
<u>FUEL INVENTORY - DIESEL</u>	\$ 3,122	

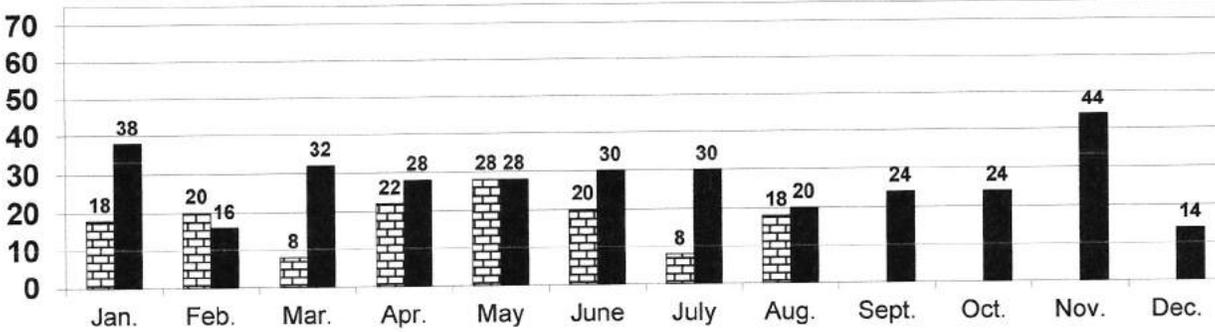
Air Carriers Movements

▨ 2023
■ 2022



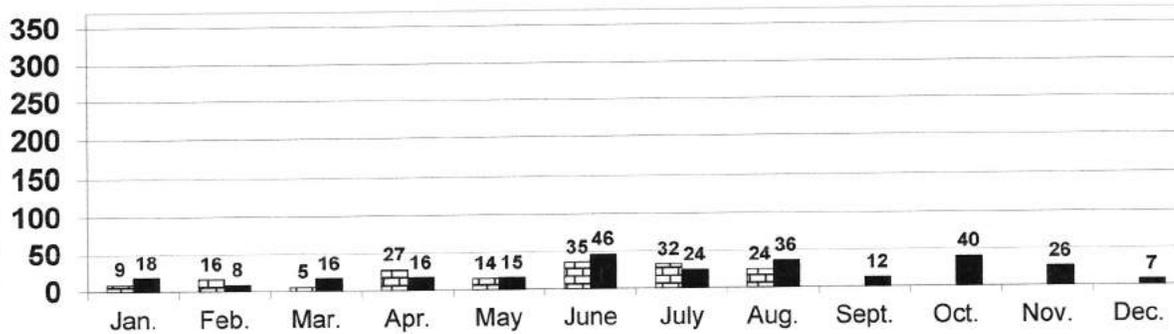
Air Ambulance Movements

▨ 2023
■ 2022

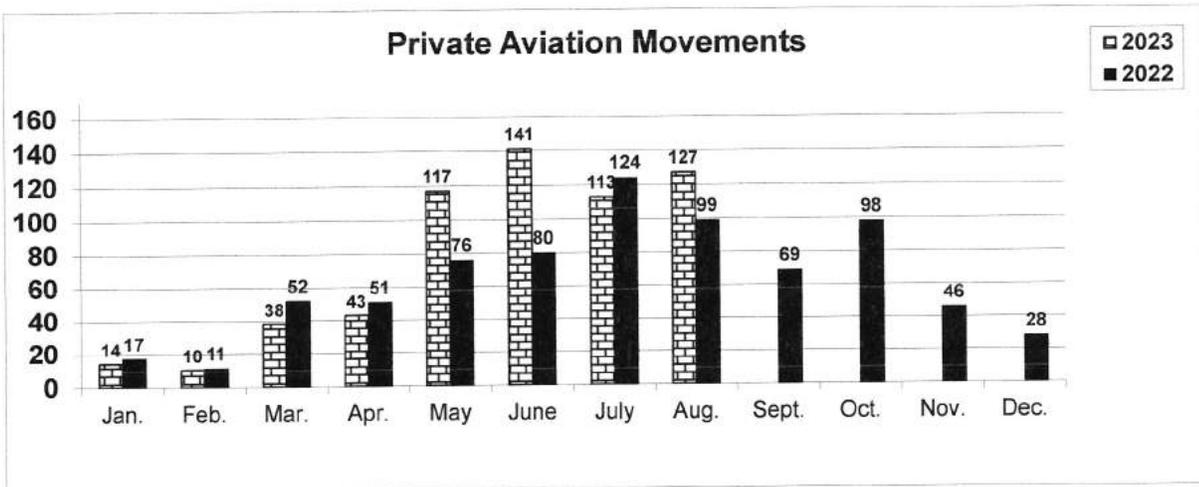
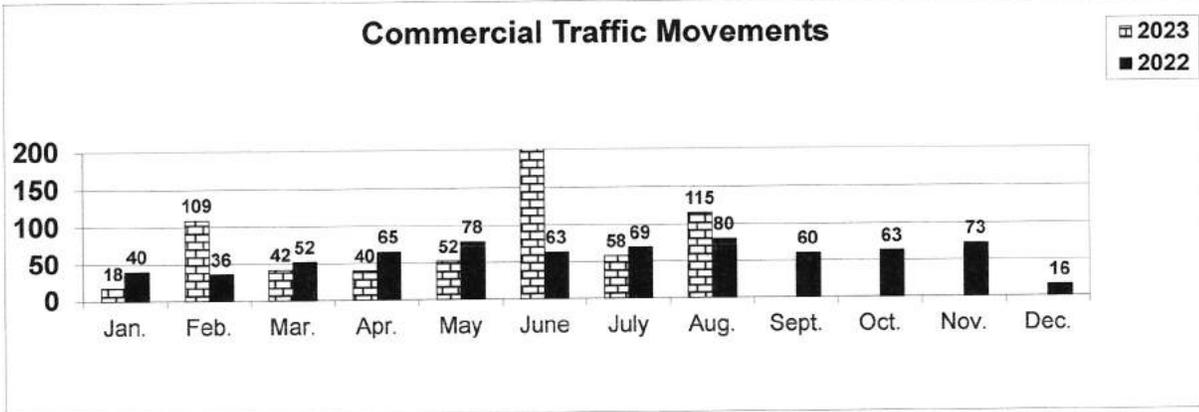
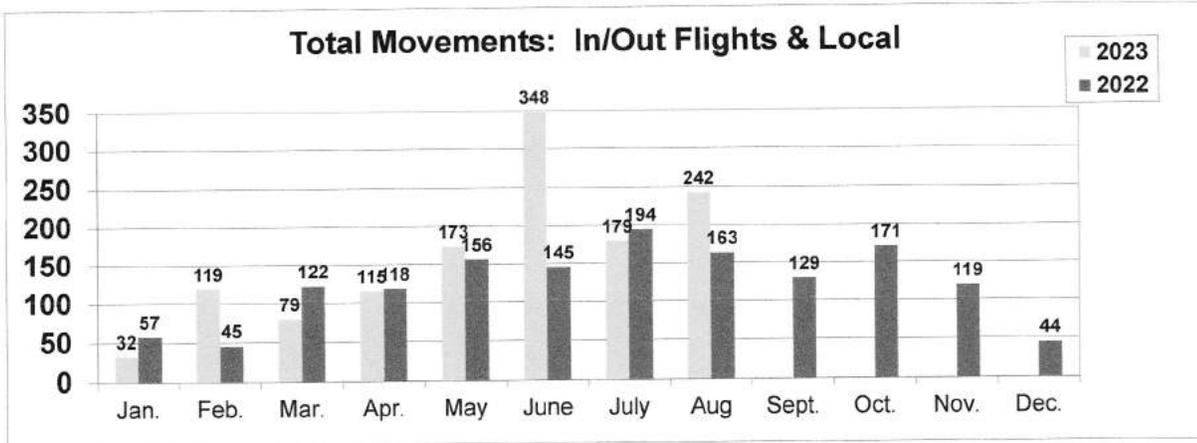


Pgrs. via Air Charter

▨ 2023
■ 2022



ANNUAL AIRCRAFT MOVEMENTS



Community Contribution Summary
2023 Sharing Contribution
Per Capita Contribution - \$9.80

<u>Community</u>	<u>Population</u>	<u>Contribution</u>	<u>Paid</u>
Armstrong	1199	\$11,750	\$11,750.00
Casey	341	\$3,342	\$3,342.00
Chamberlain	311	\$3,048	\$1,549.00
Charlton and Dack	686	\$6,723	\$3,361.50
Coleman	517	\$5,067	\$5,067.00
Englehart	1442	\$14,132	\$14,132.00
Evanturel	502	\$4,920	\$2,460.00
Harley	524	\$5,135	\$5,135.00
Harris	530	\$5,194	\$5,194.00
Hilliard	215	\$2,107	\$1,053.50
Hudson	530	\$5,194	\$5,194.00
Temiskaming Shores	9634	\$94,413	\$47,206.50
Thornloe	92	\$902	\$451.00
Total Contributions	16523	\$161,927	\$105,895.50

Donation

Kerns	358	\$3,508	
Total Contributions		\$165,435	\$105,896

As of August 31, 2023



Sic Sox

Circular Ltd.

Function from
yesterday's fashion



SCAN ME!
sicsoxcircular.ca

Greetings!

We are SIC SOX Circular Ltd.,
and we are thrilled to share some
exciting news with you.

SIC SOX Circular Ltd. is an
Indigenous startup company
bringing a brand new Industry to
Northeastern Ontario.

Our mission is to offer a one-of-a-kind
textile recycling program that provides
communities and citizens with a way to
participate in landfill diversion
of clothing and textiles,
with measurable benefits to the North.



LOOK FOR OUR
COLOURFUL BOXES

WEEKLY PICKUPS!

What we collect:



Household and industrial textiles in all conditions



Bedding, towels, pillows in all conditions



Clothing in all conditions



Gently used shoes and handbags



Stuffed animal toys



Once collected, textiles are brought back to our Headquarters in Brunswick House First Nation where the volume is weighed and sorted.

 1 Kanata st. ON-101 Chapleau On. P0M1K0

Gently used donations will be cleaned and resold online at sicsoxcircular.ca or at our thrift store location.

The landfill-quality material is then diverted to our shredder breaking the textiles down to a usable fibers.

In our pilot year, our goal is to turn this cellulose fiber into an industry approved housing insulation product!

**Help Sic Sox Circular Ltd. lead the way
in creating an alternative to landfill textile waste.
Partner with us on this exciting journey!**

How to get involved:

- **Consider donating your used textiles in any condition.**
- **Sponsor a SIC SOX BOX placement in your community.**
- **Advertise on the side of our SIC SOX BOX' please contact us for pricing and details.**
- **Advertise your company on sicsoxcircular.ca please contact us for pricing and details.**
- **Participate in our Indigenous youth member program at SIC SOX THRIFT located in Chappleau ON 209 Martel Rd.**
- **Download our SIC SOX Circular APP and visit often, our inventory changes every week.**
- **Consider purchasing gently used thrift items rather than new.**

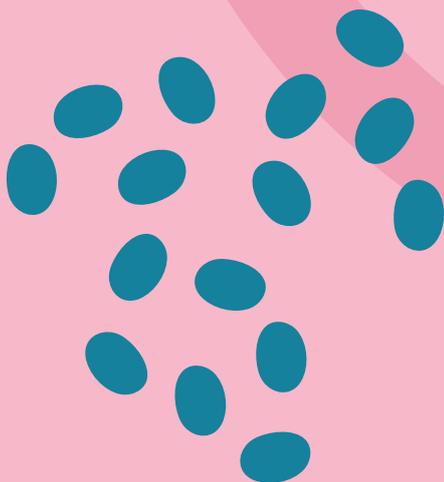


Each Canadian throws out approx. 37 kg of textile waste into landfills each year. With over 500,000 people, Northern Ontario discards a staggering volume of textiles into local landfills.

We invite you to join us in creating a cleaner, greener, and more sustainable future for Northeastern Ontario.



As we scale this operation it is our commitment to provide 10% profits of thrift sales towards Missing and Murdered Indigenous Women and Girls supports and gender equality programs.





Catherine Fife

MPP Waterloo

Jeff Laferriere
Mayor of City of Temiskaming Shores
325 Farr Dr., P.O. Box 2050, Haileybury, ON, P0J 1K0

RE: Requesting your support for Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022

September 25, 2023

Dear Mayor Laferriere,

I am writing to you today to share an update on Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022, and to request your support for this important legislation.

Bill 21 amends the Residents' Bill of Rights set out in section 3 of Fixing Long-Term Care Act, 2021 by adding the right of residents not to be separated from their spouse upon admission but to have accommodation made available for both spouses so they may continue to live together.

The Act was inspired by Cambridge resident Jim McLeod, who will have been separated from his wife of 65 years Joan, on September 17, 2023. Nearly 6 years later, Jim continues to champion spousal reunification. He often says that he will talk to anyone and has two giant binders full of his advocacy work on the Bill. Last week, he told me that his heart is breaking because of his separation from Joan. He has brought other seniors who are separated from their spouses into the advocacy – you cannot sit with these folks for any amount of time and not care deeply about this legislation.

I know that you value the many contributions that older adults have made to Waterloo Region, and care deeply that they can live their final years with dignity and love. **I am hoping you will consider bringing a motion forward to your Council, in support of the Till Death Do Us Part Act.** Your support will help us to keep attention on this important legislation, so that it can finally be called to the Standing Committee on Social Policy – one step closer to Royal Assent.

I would be happy to discuss the Bill with you further, via phone call or an in-person meeting at your convenience. Thanks in advance for considering my request.

Sincerely,

A handwritten signature in black ink, appearing to read "Catherine Fife".

Catherine Fife, Waterloo MPP
Finance & Treasury Board Critic

Constituency Office
100 Regina St. S., Suite 220
Waterloo, ON N2J 4A8
Ph: 519-725-3477 | Fax: 519-725-3667
Email: cfife-co@ndp.on.ca

Queen's Park Office
Room 154, Main Legislative Bldg.
Queen's Park, Toronto ON M7A 1A5
Ph: 416-325-6913 | Fax: 416-325-6942
Email: cfife-qp@ndp.on.ca

Resolution for the improvement of Provincial funding to public libraries

Whereas public libraries provide valuable services to their own and surrounding communities, schools and indigenous neighbours and contribute to maintaining French language service and opportunities in Ontario Francophone communities; and

Whereas public libraries provide safe, inclusive, and vibrant community spaces where everyone is welcome to learn, work, connect, and have fun; and

Whereas public libraries are often the only facility providing many of these services; and

Whereas these services have expanded far beyond books and magazines, and include services such as study and meeting areas, proctoring exams, internet access, e-resources, technology help, literacy programs, lending of snowshoes, radon detectors, wifi hotspots, Ontario park passes, municipal pool passes, walking poles, board games, puzzles, CO₂ monitors, and other items of use; and

Whereas public libraries actively partner with the community to deliver valued services and contribute to a culture of social good by sharing knowledge and resources; and

Whereas public libraries offer a sense of safety and social outing for seniors and other community members; and

WHEREAS public libraries are often the only source of broadband internet service, printing, scanning and faxing to the residents of the host community and surrounding areas; and

Whereas public libraries contribute to cognitive and literacy development of children and adults alike; and

Whereas public libraries contribute to economic development and helping small business owners by providing space, internet access and resources, resume help and printing services; and

Whereas public libraries aid those in the community in accessing government services such as online forms and documents, criminal and vulnerable sector checks, license renewals, health card renewals and other services; and

Whereas public libraries contribute to cultural identity and regional integrity by collecting historical materials and providing materials and services in both official languages and any other languages spoken in the community; and

Whereas public libraries contribute intangible benefits to the health and wellness of those members of the community who use library services, therefore contributing to the health and wellness of the community at large; and

Whereas public libraries manage public resources with the utmost care and are committed to the sustainability of their services; and

Whereas public libraries continue to deliver services that support provincial initiatives such as lifelong learning and skill development, local economic development, health literacy, services for newcomers and seniors and provide equitable access to government websites and services; and

Whereas public libraries are increasingly called upon to provide nontraditional services such as being warming and cooling centres and partnering to provide community fridge and food bank amenities in the absence of these services being provided by government facilities with appropriate training and resources; and,

Whereas many of the Ministries of the Government of Ontario benefit from having public libraries in the communities of Ontario for the above reasons;

Whereas be it resolved that the City of Temiskaming Shores Public Library Board call on the Ontario Ministry of Tourism, Culture and Sport to work with the Ontario Ministries of Economic Development; Education; Finance; Francophone Affairs; Health; Indigenous Affairs; Job Creation and Trade; Public and Business Service Delivery; and Seniors and Accessibility, and the Federal Minister of Indigenous Affairs, to recognize each Ministry's benefits from library services and to implement a strong continuous funding program for library services.

Further that a copy of this resolution be forwarded to the Federation of Northern Ontario Municipalities, the Temiskaming Municipal Association, Ontario Library Service, the Federation of Ontario Public Libraries, the Ontario Library Association, MPP John Vanthof, and Federal Minister of Indigenous Services the Honorable Patty Hajdu.



Services de santé du

TIMISKAMING

Health Unit

Enhancing your health in so many ways.

Head Office:

247 Whitewood Avenue, Unit 43
PO Box 1090
New Liskeard, ON P0J 1P0
Tel.: 705-647-4305 Fax: 705-647-5779

Branch Offices:

Englehart Tel.: 705-544-2221 Fax: 705-544-8698
Kirkland Lake Tel.: 705-567-9355 Fax: 705-567-5476

www.timiskaminghu.com

October 13, 2023

District Municipalities
c/o Timiskaming Health Unit

Re: Municipal Expense Allocation Method

Dear Reeve/Mayor, Chief Administrative Officer, Municipal Clerk,

At a regular meeting of the Timiskaming Board of Health on May 3, 2023, the following motion was passed:

MOTION 28R-2023:

Moved by: Jeff Laferriere

Seconded by: Mark Wilson

Whereas the method of allocation for Board of Health expenses is governed by Ontario Regulation 489/97 under the Health Protection and Promotion Act;

And Whereas the Board of Health of the Timiskaming Health Unit currently uses the most recent enumeration conducted by the Municipal Property and Assessment Corporation to allocate expenses;

And Whereas the Board of Health of the Timiskaming Health Unit feels that changing the method of allocation to utilize the most recent Census conducted by Statistics Canada allows for a more accurate and equitable distribution of expenditures;

And Whereas any change in allocation method must be agreed to by all obligated municipalities;

*Therefore be it resolved that the Board of Health directs the Medical Officer of Health to correspond with all obligated municipalities on the recommendation to **move to Census based allocation for board of health expenditures effective January 1, 2024 and that agreement be in the form of a motion from each Municipal Council.***

BACKGROUND:

The method of allocation of Board of Health expenses is governed by Ontario Regulation 489/97 under the Health Protection and Promotion Act as referenced below:

- (1) *If the obligated municipalities in a health unit fail to agree on the proportion of the expenses referred to in subsection 72 (1) of the Act to be paid by each of them, each obligated municipality in the health unit shall pay the proportion of the expenses that is determined by dividing its population by the sum of the populations of all the obligated municipalities in the health unit. O. Reg. 489/97, s. 1 (1).*

(2) In this section,

“population” means, with respect to an obligated municipality, the population of the obligated municipality as determined from the most recent enumeration conducted under section 15 of the Assessment Act. O. Reg. 489/97, s. 1 (2)

	Census ¹	MPAC ²
Timing	Every 5 years 2016, 2021, 2026, etc.	Updated population counts are completed via the Ontario Population Report completed every 4 years coinciding with the Ontario election cycle.
What it counts	The # of people living in an area. It is a once-every-5-years snapshot of the total number of people living in a certain area. Assigns an individual to the locality where they are found on the date of the census.	The # of people who live on properties. Only counts the number of people who live on properties (but includes many different types of property). Does not capture those who are experiencing homelessness. May not capture tenants accurately.
Quality	High quality and excellent response rates.	Unknown response rate and quality assessment.

1. Statistics Canada. Census of population. <https://www12.statcan.gc.ca/census-recensement/index-eng.cfm>. Accessed March 29, 2023

2. Municipal Property Assessment Corporation. Understanding your assessment, notices and notifications. <https://www.mpac.ca/en/UnderstandingYourAssessment/NoticesandNotifications>. Accessed March 29, 2023.

The 2021 Census estimated 3,867 more people than the 2022 MPAC.

Compared to MPAC, the largest differences were for:

- Gauthier 44% increase
- Thornloe 42% increase
- Charlton & Dack 36% increase

1. Statistics Canada. Census of population. <https://www12.statcan.gc.ca/census-recensement/index-eng.cfm>. Accessed March 30, 2023

2. Statistics Canada. 2023. (table). Census Profile. 2021 Census of Population. Statistics Canada Catalogue no. 98-316-X2021001. Ottawa. Released March 29, 2023.

<https://www12.statcan.gc.ca/census-recensement/2021/dp-nd/index-eng.cfm?lang=E>. (accessed March 29, 2023).

	MPAC	Census	Difference	
	2022	2021 ¹	# of people	% change
Armstrong	962	1,199	237	25%
Brethour	85	105	20	24%
Casey	323	341	18	6%
Chamberlain	264	311	47	18%
Charlton & Dack	506	686	180	36%
Cobalt	915	989	74	8%
Coleman	528	517	-11	-2%
Englehart	1,236	1,442	206	17%
Evanturel	402	502	100	25%
Gauthier	105	151	46	44%
Harley	409	524	115	28%
Harris	417	530	113	27%
Hilliard	177	215	38	21%
Hudson	415	530	115	28%
James	331	348	17	5%
Kerns	266	330	64	24%
Kirkland Lake	6,415	7,750	1,335	21%
Larder Lake	678	745	67	10%
Latchford	320	355	35	11%
Matachewan	275	268	-7	-3%
McGarry	558	579	21	4%
Temagami	815	862	47	6%
Temiskaming Shores	8,671	9,634	963	11%
Thornloe	65	92	27	42%
Total	25,138	29,005	3,867	

	2022 MPAC Population	%	2023 Levy	2021 Census Population	%	2023 Levy	Levy Variance Census - MPAC
ARMSTRONG	962	3.83%	\$57,755	1199	4.13%	\$62,386	\$4,632
BRETHOUR	85	0.34%	\$5,103	105	0.36%	\$5,463	\$360
CASEY	323	1.28%	\$19,392	341	1.18%	\$17,743	-\$1,649
CHAMBERLAIN	264	1.05%	\$15,850	311	1.07%	\$16,182	\$332
CHARLTON & DACK	506	2.01%	\$30,378	686	2.37%	\$35,694	\$5,316
COBALT	915	3.64%	\$54,933	989	3.41%	\$51,460	-\$3,473
COLEMAN	528	2.10%	\$31,699	517	1.78%	\$26,900	-\$4,799
ENGLEHART	1236	4.92%	\$74,204	1442	4.97%	\$75,030	\$825
EVANTUREL	402	1.60%	\$24,134	502	1.73%	\$26,120	\$1,986
GAUTHIER	105	0.42%	\$6,304	151	0.52%	\$7,857	\$1,553
HARLEY	409	1.63%	\$24,555	524	1.81%	\$27,265	\$2,710
HARRIS	417	1.66%	\$25,035	530	1.83%	\$27,577	\$2,542
HILLIARD	177	0.70%	\$10,626	215	0.74%	\$11,187	\$560
HUDSON	415	1.65%	\$24,915	530	1.83%	\$27,577	\$2,662
JAMES	331	1.32%	\$19,872	348	1.20%	\$18,107	-\$1,765
KERNS	266	1.06%	\$15,970	330	1.14%	\$17,171	\$1,201
KIRKLAND LAKE	6415	25.52%	\$385,131	7750	26.72%	\$403,247	\$18,116
LARDER LAKE	678	2.70%	\$40,704	745	2.57%	\$38,764	-\$1,941
LATCHFORD	320	1.27%	\$19,212	355	1.22%	\$18,471	-\$740
MATACHEWAN	275	1.09%	\$16,510	268	0.92%	\$13,945	-\$2,565
MCGARRY	558	2.22%	\$33,500	579	2.00%	\$30,126	-\$3,374
TEMAGAMI	815	3.24%	\$48,929	862	2.97%	\$44,851	-\$4,078
TEMISKAMING SHORES	8671	34.49%	\$520,572	9634	33.21%	\$501,275	-\$19,297
THORNLOE	65	0.26%	\$3,902	92	0.32%	\$4,787	\$885
	25138		\$1,509,185	29005		\$1,509,185	
Per Capita Rate			\$60.04			\$52.03	

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

Meeting Minutes

July 26, 2023

Present: Chair: Carman Kidd
Members: Dan Dawson, Melanie Ducharme, Robert Ritchie, Voula Zafiris

Regrets: Suzanne Othmer

Also Present: Jennifer Pye, Planner and Secretary-Treasurer

Public: Rebecca Hunt, Applicant A-2023-02
Karen Goodrich & Christopher Hooker, Applicants A-2023-04
Dana Rinta, Applicant B-2023-05 & 06
Diane Hilts, 145 Elm Ave
5 members of the public

1. Opening of Meeting

Resolution No. 2023-29

Moved By: Dan Dawson
Seconded By: Robert Ritchie

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

Carried

2. Adoption of Agenda

Resolution No. 2023-30

Moved By: Voula Zafiris
Seconded By: Dan Dawson

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

Carried

3. Declaration of Pecuniary Interest

None

4. Adoption of Minutes

Resolution No. 2023-31

Moved By: Robert Ritchie
Seconded By: Dan Dawson

Be it resolved that the Committee of Adjustment for the City of Temiskaming Shores hereby approves the minutes of the June 28, 2023 Committee of Adjustment Meeting as printed.

Carried

5. Public Hearings

The Chair advised that this afternoon a public hearing is scheduled for three minor variance applications and two consent applications.

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

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

Meeting Minutes

July 26, 2023

5.1 Minor Variance Application A-2023-02 – Rebecca Hunt, 151 Haliburton Avenue West

The Chair declared the public hearing for Minor Variance Application A-2023-01 to be open.

The Planner, Jennifer Pye, summarized the proposal, provided additional relevant information, and indicated that no correspondence had been received to date.

Subject land: 151 Haliburton Avenue West; PLAN M70NB PT LOT 7 RP TER30 PART 1 PCL 15220SST

Purpose of the application: The property owner is seeking relief from the minimum interior side yard requirement in order to permit the construction of a 4.26 metre (14') x 8.28 metre (27') addition on the rear of the existing house. The existing house does not sit square to the property line and encroaches into the required setback.

The following relief is being sought from the requirements of the City of Temiskaming Shores Zoning By-law:

Provision	Zoning By-law	Subject Property
Section 6.4, Table 6.3 – Residential Zone Requirements – Medium Density Residential (R3) Zone – Minimum Interior Side Yard without attached garage or carport	1.2 metres on one side; 3 metres on the other side	2.5 metres on the east side

Statutory Public Notice: The application was received on June 20, 2023 and was circulated to City staff. Notice of the complete application and the public hearing was advertised in the Temiskaming Speaker and Weekender beginning on July 12, 2023 in accordance with the statutory notice requirements of the Planning Act. Notice of the application was also mailed to property owners within 60m of the subject land.

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

The Committee considered and adopted the following resolution:

Resolution No. 2023-32

Moved By: Robert Ritchie

Seconded By: Voula Zafiris

Whereas the Committee of Adjustment for the City of Temiskaming Shores has considered Minor Variance Application A-2023-02 as submitted by Rebecca Hunt for the following lands: 151 Haliburton Avenue West; PLAN M70NB PT LOT 7 RP TER30 PART 1 PCL 15220SST;

And whereas the applicant is requesting relief from the following provisions of the City of Temiskaming Shores Zoning By-law 2017-154:

- 1) Section 6.4, Table 6.3 – Residential Zone Requirements – Medium Density Residential (R3) Zone – Minimum Interior Side Yard without an attached garage or carport is 1.2 metres on one side and 3 metres on the other side. The applicant is requesting 2.5 metres on the east side;

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

Meeting Minutes

July 26, 2023

And whereas the Committee of Adjustment for the City of Temiskaming Shores has received the planning report dated July 21, 2023 and has considered the recommendations therein;

Be it resolved that the Committee of Adjustment for the City of Temiskaming Shores approves Minor Variance Application A-2023-02.

Further be it resolved that the following variance be granted:

That the Committee of Adjustment grant relief from Section 6.4, Table 6.3 of Zoning By-law 2017-154 to allow a minimum interior side yard of 2.5 metres on the east side.

Subject to the following conditions:

- 1) That this approval applies only to the addition as proposed in this application.

For the following reasons:

In the opinion of the Committee:

1. The variance maintains the general intent and purpose of the City of Temiskaming Shores Official Plan;
2. The variance maintains the general intent and purpose of the City of Temiskaming Shores Zoning By-law;
3. The variance is desirable for the appropriate development or use of the land, building, or structure;
4. The variance is minor.

Carried

5.2 Minor Variance Application A-2023-03 – Yvon Champoux Inc., 142 Lorne Avenue

The Chair declared the public hearing for Minor Variance Application A-2023-03 to be open.

The Planner, Jennifer Pye, summarized the proposal, provided additional relevant information, and indicated that four letters of concern had been received to date.

Subject land: 142 Lorne Avenue; PLAN M240T LOT 12

Purpose of the application: The property owner is seeking relief from a provision in the definition of “dwelling, modular” that requires the shortest side of a modular dwelling to be not less than 6.1 metres (20’). The property owner is proposing to construct a stacked triplex on the property using modular units that are 4.87 metres (16’) wide, however the applicant is also proposing to extend the roofline on the east side an additional 1.2 metres (4’) and construct covered decks and staircases as access to each of the units. This would bring the overall footprint of the building to 6.1 metres (20’).

The following relief is being sought from the requirements of the City of Temiskaming Shores Zoning By-law:

Provision	Zoning By-law	Subject Property
Section 3, Definition 3.40 – Dwelling, Modular	...The shortest side of a modular dwelling shall not be less than 6.1 metres in width...	4.87 metres plus a 1.2 metre overhang and attached decks/stairways

Statutory Public Notice: The application was received on July 4, 2023 and was circulated to City staff. Notice of the complete application and the public hearing was advertised in the Temiskaming Speaker

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

Meeting Minutes

July 26, 2023

and Weekender beginning on July 12, 2023 in accordance with the statutory notice requirements of the Planning Act. Notice of the application was also mailed to property owners within 60m of the subject land.

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

Jennifer Pye read the letters of objection that were submitted in advance of the public hearing. Letters of concern were received from:

- Paul and Réjeanne Savoie, 153 Elm Avenue
- Diane and Sean Hilts, 145 Elm Avenue
- Claude Gervais, 158 Robert Street
- Robert Sutton and Lucie Brazeau, 141 Elm Avenue

Diane Hilts, 145 Elm Avenue stated that there have been issues with stormwater since the construction of Lorne Avenue. The difference in height between their property and the top of the proposed triple will be approximately 60 feet.

A Committee member asked if an engineer's report would be required for the units. The Chair clarified that an engineer's report would be required for the overall structure.

A Committee member asked the members of the public what impact the newly-constructed homes on the other lots on the south side of Lorne Avenue have had on their properties and whether stormwater runoff has increased.

Ms. Hilts indicated that there is no ditch along the rear property lines and there has been no change since Lorne Avenue was constructed. Ms. Hilts also asked if the height of the building was measured from Lorne Avenue or Elm Avenue.

Jennifer Pye noted that height is measured based on the elevation of the subject property and not surrounding properties.

Ms. Hilts stated that there are large trees along the rear of her property that are located on her property. She is concerned about damage to the trees and roots as a result of construction on the subject property.

Ms. Pye noted that if the trees are on their property then they cannot be removed by an adjacent property owner, and suggested that Ms. Hilts contact the property owner to discuss her concerns.

A member of the public noted that the area used to be private with many trees but the developer cut all of the trees down. The Chair noted that private property owners are allowed to landscape and maintain their property how they see fit.

Committee members stated that they heard the concerns being expressed and that the topography of the area is challenging and there are a number of other areas in the City where adjacent properties are much higher in elevation.

A member of the public questioned the purpose of the 20' minimum width if the Committee is just going to change it.

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

Meeting Minutes

July 26, 2023

Ms. Pye noted that the minimum width for modular units is in place to allow modular home development within residential areas, while directing units that are more appropriately classified as mobile homes to areas zoned for that purpose. Mr. Pye noted that the inclusion of a roof extension with exterior decks and staircases that bring the overall width footprint of the building to 20', along with the stacking of the modular components satisfies the intent of the requirement.

A member of the public expressed a desire to see the area remain as residential as there are many seniors and retirees in the neighbourhood that do not want this type of development. The Committee clarified that the zoning of the property is not changing and that "residential" includes buildings with more than 1 residential unit.

A Committee member expressed appreciation for the concerns of the residents and noted that the lives on a property in a similar situation and is happy that the Committee is able to recommend improvements in terms of stormwater management considerations. It was recommended that the residents communicate with the owner of the subject property and express their concerns directly.

The Committee considered and adopted the following resolution:

Resolution No. 2023-33

Moved By: Dan Dawson

Seconded By: Voula Zafiris

Whereas the Committee of Adjustment for the City of Temiskaming Shores has considered Minor Variance Application A-2023-03 as submitted by Yvon Champoux Inc. for the following lands: 142 Lorne Avenue; PLAN M240T LOT 12;

And whereas the applicant is requesting relief from the following provisions of the City of Temiskaming Shores Zoning By-law 2017-154:

- 1) Section 3, Definition 3.40 – Dwelling, Modular requires that the shortest side of a modular dwelling shall not be less than 6.1 metres in width and the applicant is requesting 4.87 metres in width plus a 1.2 metre roof overhang with attached decks/stairways;

And whereas the Committee of Adjustment for the City of Temiskaming Shores has received the planning report dated July 21, 2023 and has considered the recommendations therein;

Be it resolved that the Committee of Adjustment for the City of Temiskaming Shores approves Minor Variance Application A-2023-03.

Further be it resolved that the following variance be granted:

That the Committee of Adjustment grant relief from Section 3, Definition 3.40 in Zoning By-law 2017-154 to allow the shortest side of the modular dwelling to be 4.87 metres in width plus a 1.2 metre roof overhang with attached decks/stairways.

Subject to the following conditions:

- 1) That the property owner is required to submit a lot grading plan prepared by a qualified person for approval prior to the submission of a building permit application. The lot grading plan must demonstrate that runoff from the proposed development of the property will not negatively impact adjacent properties and/or include mitigation measures.
- 2) That the modular units are clad to maintain or complement the aesthetic of the existing

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

Meeting Minutes

July 26, 2023

neighbourhood.

- 3) That this approval applies only to the modular triplex as proposed in this application, including the roofline extension and exterior decks/staircases.

For the following reasons:

In the opinion of the Committee:

1. The variance maintains the general intent and purpose of the City of Temiskaming Shores Official Plan;
2. The variance maintains the general intent and purpose of the City of Temiskaming Shores Zoning By-law;
3. The variance is desirable for the appropriate development or use of the land, building, or structure;
4. The variance is minor.

Carried

5.3 Minor Variance Application A-2023-04 – Karen Goodrich & Christopher Hooker, 151 Radley Hill Road

The Chair declared the public hearing for Minor Variance Application A-2023-04 to be open.

The Planner, Jennifer Pye, summarized the proposal, provided additional relevant information, and indicated that one letter of support had been received to date.

Subject land: 151 Radley Hill Road; PLAN M79NB LOTS 64 TO 66 PCL 11858SST

Purpose of the application: In 2017 the Committee of Adjustment approved minor variance application A-2017-04(NL) allowing the previous property owner to construct a detached garage on the property prior to a residential dwelling. The approval granted the property owner 2 years to construct a dwelling. The 2 year timeframe lapsed on May 31, 2019 without a residential dwelling having been constructed. The property was purchased by the current owners in 2022 who have constructed an additional accessory building and have been issued an Order to Comply by the Chief Building Official. In this case, a building permit cannot be issued as there is no principal building on the property. The property owners have applied for a minor variance to allow the previously-approved garage and the recently-constructed accessory building to remain while they design and build a dwelling on the property.

The following relief is being sought from the requirements of the City of Temiskaming Shores Zoning By-law:

Provision	Zoning By-law	Subject Property
Section 4, Provision 4.1.4 – General Provisions – Accessory Uses, Buildings and Structures – Main Building to be erected first	“No accessory building or structure shall be erected on any lot until the main building has been erected”	Allow the previously-approved garage and recently-constructed accessory building to remain prior to the construction of a residential dwelling

Statutory Public Notice: The application was received on July 4, 2023 and was circulated to City staff. Notice of the complete application and the public hearing was advertised in the Temiskaming Speaker and Weekender beginning on July 12, 2023 in accordance with the statutory notice requirements of the Planning Act. Notice of the application was also mailed to property owners within 60m of the subject land.

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

Meeting Minutes

July 26, 2023

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

Karen Goodrich and Christopher Hooker stated that they intend to build a home to retire to the City and asked if the Committee could attach another condition allowing them to request an extension to the recommended 2-year timeframe if it is needed. The Committee discussed the request and stated that they would be amenable to allowing an extension if a request was made. A Committee member noted that if a request is made they would be looking for an assurance that the building process was in the works, in the form of a signed agreement with a builder or something similar.

A Committee member asked if there were sleeping quarters in either of the buildings on the property. Ms. Goodrich and Mr. Hooker stated that there are no sleeping quarters and the buildings are used strictly for storage.

Jennifer Pye read the letters of support that was submitted in advance of the public hearing.

The Committee considered and adopted the following resolution:

Resolution No. 2023-34

Moved By: Voula Zafiris

Seconded By: Melanie Ducharme

Whereas the Committee of Adjustment for the City of Temiskaming Shores has considered Minor Variance Application the Committee of Adjustment for the City of Temiskaming Shores has considered Minor Variance Application A-2023-04 as submitted by Karen Goodrich & Christopher Hooker for the following lands: 151 Radley Hill Road; PLAN M79NB LOTS 64 TO 66 PCL 11858SST;

And whereas the applicant is requesting relief from the following provisions of the City of Temiskaming Shores Zoning By-law 2017-154:

- 1) Section 4, Revision 6.3 – General Provisions – Accessory Uses, Building and Structures – Main Building to be erected first requires that no accessory building or structure shall be erected on any lot until the main building has been erected, and the property owners are requesting to allow the existing garage and recently-constructed accessory building to remain prior to the construction of a residential dwelling.

And whereas the Committee of Adjustment for the City of Temiskaming Shores has received the planning report dated July 21, 2023 and has considered the recommendations therein;

Be it resolved that the Committee of Adjustment for the City of Temiskaming Shores hereby approves Minor Variance Application A-2023-04.

Further be it resolved that the following variance be granted:

That the Committee of Adjustment grant relief from Section 6.4, Table 6.3 of Zoning By-law 2017-154 to allow a minimum interior side yard of 2.5 metres on the east side.

Subject to the following conditions:

- 1) That this approval expires on the 2-year anniversary of the date of approval with the option to

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

Meeting Minutes

July 26, 2023

extend upon request to the Committee of Adjustment.

- 2) In the event that substantial completion of a residential dwelling has not been achieved on the property before the expiration of this approval, the property owner(s) shall remove the accessory buildings upon the City's written request. If the accessory buildings are not removed within a reasonable time after the written request is sent, the City may have the accessory buildings removed from the property and the cost of the removal will be charged back to the property owner(s) in like manner as taxes that are due or owing.
- 3) This approval applies only to the existing detached garage and recently-constructed accessory building as detailed in this application. The construction of any additional accessory buildings prior to the construction of the residential dwelling will not be permitted.

For the following reasons:

In the opinion of the Committee:

1. The variance maintains the general intent and purpose of the City of Temiskaming Shores Official Plan;
2. The variance maintains the general intent and purpose of the City of Temiskaming Shores Zoning By-law;
3. The variance is desirable for the appropriate development or use of the land, building, or structure;
4. The variance is minor.

Carried

5.4 Consent Applications B-2023-05 & B-2023-06 – Dana Rinta on behalf of Jesse Walkingshaw and Dana Rinta & Mathew Scott, 18 Beach Boulevard and 20 Beach Boulevard

The Chair declared the public hearing for consent applications B-2023-05 and B-2023-06 to be open.

The Planner summarized the proposal, provided additional relevant information, and summarized the correspondence received to date regarding this application.

Subject land:

B-2023-05 – 20 Beach Boulevard; PLAN M79NB PT BLK C RP 54R4165 PART 3

B-2023-06 – 18 Beach Boulevard; PLAN M79NB PT BLK C RP 54R4165 PART 4

Purpose of the applications: The purpose of the application is to straighten the property line between 18 and 20 Beach Boulevard, which currently sits at an angle to the street. Straightening the property line involves severing a 4.572 metre (15 foot) wide triangle of property from the front of 18 Beach to be added to 20 Beach, and severing the same size triangle of property from the rear of 20 Beach to be added to 18 Beach. The property owner of 18 Beach has indicated that they intend to build a fence along the property line should the applications be approved.

Statutory Public Notice: The application was received on July 6, 2023 and was circulated to City staff. Notice of the complete application and the public hearing was advertised in the Temiskaming Speaker and Weekender beginning on July 12, 2023 in accordance with the statutory notice requirements of the Planning Act. Notice of the application was also mailed to property owners within 60m of the subject land.

The Planner reviewed the planning report and advised that the application is consistent with the Provincial Policy Statement (2020), and meets the general intent and purpose of the City of

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

Meeting Minutes

July 26, 2023

Temiskaming Shores Official Plan and City of Temiskaming Shores Zoning By-law, and recommended that the Committee approve the application.

The Committee considered and adopted the following resolutions:

Resolution No. 2023-35

Moved By: Robert Ritchie

Seconded By: Voula Zafiris

Whereas the Committee of Adjustment for the City of Temiskaming Shores has considered Consent Application B-2023-05 as submitted by Dana Rinta on behalf of Jesse Walkingshaw for the following lands: 20 Beach Boulevard; PLAN M79NB PT BLK C RP 54R4165 PART 3;

And whereas the applicant is proposing to sever a 4.572m (15') wide, ±57.6 square metres (619.875 square foot) triangular parcel of land from the south east portion of the property, to be added to the adjacent property to the east (municipal address 18 Beach Boulevard), which is owned by Dana Rinta and Mathew Scott;

And whereas the Committee of Adjustment for the City of Temiskaming Shores has received the Planning Report dated July 21, 2023 and has considered the recommendations;

Be it resolved that the Committee of Adjustment for the City of Temiskaming Shores approves Consent Application B-2023-05 subject to the following conditions:

- 1) The following documents shall be provided to the Secretary-Treasurer for the transaction described:
 - a) Two copies of the signed Acknowledgement and Direction;
 - b) The "Transfer in Preparation" and/or "Transfer Easement in Preparation";
 - c) A Planning Act Certificate Schedule on which is set out the entire legal description of the parcel(s) in question. This Schedule must also contain the names of the parties indicated on Page 1 of the "Transfer in Preparation" and/or "Transfer Easement in Preparation";
 - d) A reference plan of survey which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s) to which consent approval relates;
- 2) That Section 50(3) or 50(5) of the Planning Act apply to any subsequent conveyance of or transaction involving the parcel of land that is the subject of this Consent.

Carried

Resolution No. 2023-36

Moved By: Robert Ritchie

Seconded By: Dan Dawson

Whereas the Committee of Adjustment for the City of Temiskaming Shores has considered Consent Application B-2023-06 as submitted by Dana Rinta and Mathew Scott for the following lands: 18 Beach Boulevard; PLAN M79NB PT BLK C RP 54R4165 PART 4;

And whereas the applicant is proposing to sever a 4.572m (15') wide, ±57.6 square metres (619.875 square foot) triangular parcel of land from the north west portion of the property, to be added to the adjacent property to the west (municipal address 20 Beach Boulevard), which is owned by Jesse Walkingshaw;

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

Meeting Minutes

July 26, 2023

And whereas the Committee of Adjustment for the City of Temiskaming Shores has received the Planning Report dated July 21, 2023 and has considered the recommendations;

Be it resolved that the Committee of Adjustment for the City of Temiskaming Shores approves Consent Application B-2023-06 subject to the following conditions:

- 1) The following documents shall be provided to the Secretary-Treasurer for the transaction described:
 - a) Two copies of the signed Acknowledgement and Direction;
 - b) The "Transfer in Preparation" and/or "Transfer Easement in Preparation";
 - c) A Planning Act Certificate Schedule on which is set out the entire legal description of the parcel(s) in question. This Schedule must also contain the names of the parties indicated on Page 1 of the "Transfer in Preparation" and/or "Transfer Easement in Preparation";
 - d) A reference plan of survey which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s) to which consent approval relates;
- 2) That Section 50(3) or 50(5) of the Planning Act apply to any subsequent conveyance of or transaction involving the parcel of land that is the subject of this Consent.

Carried

6. New Business

None

7. Unfinished Business

None

8. Applications for Next Meeting

Next meeting: August 30, 2023

9. Adjournment

Resolution No. 2023-37

Moved By: Melanie Ducharme

Seconded By: Voula Zafiris

Be it resolved that the Committee of Adjustment meeting be closed at 2:49 p.m.

Carried



Carman Kidd
Chair



Jennifer Pye
Secretary-Treasurer

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

Thursday, May 18, 2023
Armstrong Twp. Hall
Earlton, ON

Attendance: Doug Metson, Kerry Stewart, Barbara Beachey, Dan Perreault,
Pauline Archambault, Jeff Laferriere, Crystal Gauthier,
Debbie Veerman, Wayne Miller, James Smith, Sheila Randell

Regrets : Chris O'Reilly

Absent : Laurie Bolesworth, Guy Labonte

1. Welcome - Meeting called to order

Moved by: Doug Metson

Seconded by: Debbie Veerman

BE IT RESOLVED THAT "the meeting of May 18, 2023, be called to order at 6:35 p.m."

Carried

2. Approval of Agenda

Moved by: Barbara Beachey

Seconded by: Doug Metson

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

Carried

3. Approval of Minutes of Last Meeting

Moved by: Pauline Archambault

Seconded by: Kerry Stewart

BE IT RESOLVED THAT "the Minutes of the Meeting held March 23, 2023, be adopted as presented."

Carried

4. Business Arising from Minutes

None

5. Financial Report

Moved by: Doug Metson

Seconded by: Kerry Stewart

BE IT RESOLVED THAT "the Finance Report for the month of April 2023 be adopted as presented and be attached hereto, forming part of these Minutes."

Carried

6. Manager's Report

Moved by: Dan Perreault

Seconded by: Kerry Stewart

BE IT RESOLVED THAT "the Manager's Report for the month of April 2023 be adopted as presented and attached hereto forming part of these Minutes."

Carried

7. New Business

Moved by : Debbie Veerman

Seconded by : Doug Metson

WHEREAS "Municipal contributions were discussed at the meeting in March 2023, and a motion was made to raise "the per capita rate to \$9.80, and use current census for now";

AND WHEREAS "A couple of municipalities questioned this after the meeting, and preferred the up-to-date census be used";

AND WHEREAS "an up-to-date census was provided to the Airport office to use to calculate the new contributions";

BE IT RESOLVED THAT "the ETRAA uses the 2021 census provided to calculate the 2023 Municipal Contributions."

Carried

Loomex gave a very informative update, via video call, on how they propose to promote the Airport, from Website refresh and Facebook update to flying schools and someone to rent the hangar. Many items were touched on, and they are to forward a package to the Board to look over.

Garage lighting is poor and Dan Perrault offered to look into funding for LED lighting.

Crack sealing – Jamie is in the process of obtaining quotes.

Kerry Stewart advised he had attended a FONOM meeting, and inquired about funding or support for the Airport from the Min. of Health or other ministries. He provided a business card from Alex Earthy, to contact regarding this matter.

8. Closed Session

Moved by : Jeff Laferriere

Seconded by : Wayne Miller

BE IT RESOLVED THAT "the ETRAA approve to convene in closed session at 8:11, to discuss Staff Update.

Carried

Moved by : Barbara Beachey

Seconded by : Pauline Archambault

BE IT RESOLVED THAT "the ETRAA approve to adjourn closed session at 8:19 with report".

Max Runnalls has requested parental leave effective immediately until September 2023.

Board has agreed to this leave, as Jamie has Don Antler to cover for Max.

Carried

10. Adjournment

Moved by: Dan Perreault

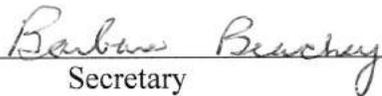
Seconded by: Pauline Archambault

BE IT RESOLVED THAT "this meeting be adjourned at 8:20p.m."

Carried



Chair



Secretary

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, June 28, 2023

7:00 p.m. in person

1. Call to Order

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

2. Roll Call

Present: Claire Hendrikx, Nadia Pelletier-Lavigne, Sarah Bahm, Chair Brigid Wilkinson, Erica Burkett, and Library CEO Rebecca Hunt.

Regrets: Erin Little, Thomas McLean, Melanie Ducharme, Joyce Elson

Members of the Public: 1 member arrived at 8:00 pm.

3. Adoption of the Agenda

Motion #2023-39

Moved by: Nadia Pelletier-Lavigne

Seconded by: Erica Burkett

Be it resolved that the Temiskaming Shores Public Library Board accepts the June 28, 2023 agenda as amended.

Carried.

Addition: New Business d.

Resolution to request more provincial funding for Ontario public libraries

4. Declaration of conflict of interest: None.

5. Adoption of the Minutes

Motion #2023-40

Moved by: Claire Hendrikx

Seconded by: Sarah Bahm

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, May 24, 2023 as presented.

Carried.

6. Business arising from Minutes:

- a. Time Capsule: the time capsule has been dug up from its previous location at the old Carnegie building and is now at the new building. Discussion: Sarah and Brigid will work with Rebecca to plan a re-interment event in September.

7. Correspondence:

- a. From Dina Stevens, Executive Director of the Federation of Ontario Public Libraries (FOPL). Re: Updates. Discussion about some of the information items in the report, such as drag queen storytimes and the safety and security of library staff members.

8. Secretary–Treasurer’s Report

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

Library CEO’s Report

June 20, 2023

Building: Fire Safety checks are completed on a monthly basis and reported to the Fire Prevention Officer for the City. Workplace safety inspections are completed on a monthly basis by the Library’s Health and Safety Representative.

CBC Interview: I did an interview with Up North’s Jonathan Pinto on Tuesday, May 30 on the library and recent and upcoming activities.

Digital Creator North Wrap-Up Event: I attended the wrap up/strategic planning event on June 3-4 at the Elk Lake Eco centre. It was beneficial to network and vision a plan for the future of digital and digital arts opportunities across Northern Ontario. The Digital Creator staff members came away from the session with priorities to apply for grants for funding for equipment and training opportunities for the library creator spaces in Northern Ontario.

Federation of Ontario Public Libraries: I attended a FOPL meeting on Friday, June 16 in person at the Vaughn Public Library. The group created a committee to look into how the proposed Ontario Digital Public Library project may unfold and to provide input on the project to Ontario Library Services. I am sitting on the committee as a northern and small library representative.

Grants: our application to the International Dyslexia Association Ontario for \$500 for dyslexia awareness books was approved. Once I have received the funds we will purchase books in French and English.

Ontario Library Service Networking: I took part in the CEO Networking group discussion via zoom on May 25, and in a networking conversation via zoom about Emergency Procedures on June 8. I got quite a few good resources for staff training on dealing with disadvantaged people and communities from the sessions which I will look into for future training sessions.

Northern College Partnership: Interviews are being scheduled for the next few weeks for the library position at the Haileybury Campus Library. The board inquired if a pro-rated refund can be looked into, as this will be over a month that the Library at Northern College has not been staffed.

Northern Lights Library Network: The group met on June 5, and all of the members would like to continue to meet. We had three in-person attendees and four via zoom. The group is working on a project to purchase cloth bags for ILL and looking into consortia pricing for the Ryan Dowd training series.

Programming: we are all ready for our summer programming and have sent advertising materials out to the schools, on social media and our website and have flyers available at the library. I have attached the flyers for your information.

Slow Down Signs: The library was a site for the distribution of Slow Down Signs from the Temiskaming Road Safety Action group. We distributed 40 signs within just a few days.

Training: We conducted a staff meeting on May 31 to go over our emergency procedures including our secure and hold and lockdown procedures.

Workplace Inspections: The First Aid training went well, with five staff members attending. Two more will be trained when we can arrange it, and the other staff member will be trained when they return to work from their leave.

Finances and Statistics

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

Motion #2023-41

Moved by: Erica Burkett

Seconded by: Sarah Bahm

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

Carried.

9. Committee Reports:

- a. Finance Committee: Nothing to report.
- b. Policy and Personnel Committee: Nothing to report.
- c. Strategic Planning Committee: Nothing to report.
- d. Library Services Committee: Minutes of the May 29, 2023 meeting. Discussion.

10. New Business:

- a. **Report LIB-09-2023 School Board Contracts.** For information/discussion. The Board discussed the proposed rates and contracts. The Committee will reconvene in the fall to prepare a presentation for school principals and administrators.
- b. **Report LIB-10-2023 Contracting Townships contracts.** For information and discussion. Motion.

Motion #2023-42

Moved by: Claire Hendrikx

Seconded by: Sarah Bahm

Be it resolved that the Temiskaming Shores Public Library Board accept the proposed Library Services Agreement as amended by the board.

Carried

- c. Report LIB-11-2023 Fine-Free Pilot Project.** For discussion/motion. The Board agreed with the principles of removing barriers and aligning with the Library's mission and values of inclusion and participation. At the end of the 18 month period they will evaluate how the program is working.

Motion #2023-43

Moved by: Sarah Bahm

Seconded by: Nadia Pelletier-Lavigne

Be it resolved that the Temiskaming Shores Public Library Board accept Report LIB-11-2023 and institute a fine-free pilot project for an 18 month period, excluding categories of items as designated by the Library CEO.

Carried

- d. Resolution to request more provincial funding for Ontario public libraries.** Discussion. The draft resolution provided by Councilor Danny Whalen was discussed and revised. The CEO will work further on the resolution over the summer and will bring it to be passed at the September meeting.

11. Policy Review

- a. Plan-1 Planning policy.** Motion

Motion #2023-44

Moved by: Claire Hendrikx

Seconded by: Erica Burkett

Be it resolved that the Temiskaming Shores Public Library Board accepts the Policy: Plan-1 Planning Policy as amended by the Board.

Carried

12. Closed Session

a. Closed session in regards to identifiable individuals.

Motion #2023-45

Moved by: Claire Hendrikx

Seconded by: Nadia Pelletier-Lavigne

Be it resolved that the Temiskaming Shores Public Library Board go into closed session at 8:14 p.m. in regards to identifiable individuals.

Carried.

Motion #2023-46

Moved by: Nadia Pelletier-Lavigne

Seconded by: Sarah Bahm

Be it resolved that the Temiskaming Shores Public Library Board rise from closed session at 8:24 p.m. in regards to identifiable individuals.

Carried.

b. Approval of the March and April 2023 closed session minutes. Motion.

Motion #2023- 47

Moved by: Claire Hendrikx

Seconded by: Nadia Pelletier-Lavigne

Be it resolved that the Temiskaming Shores Public Library Board accepts the March and April 2023 closed session minutes as reviewed by the Board.

Carried.

13. Adjournment

Next meeting: Wednesday, September 27 at 7:00 at the library and zoom

Adjournment by Brigid at 8:26 p.m.

Chair –



MATACHEWAN

PO Box 177 , Matachewan , Ontario , P0K 1M0
Tel: 705-565-2274

August 16, 2023

RESOLUTION

Resolution # 2023-252

Agenda Item # 8.2 Regular Council Meeting

Moved By : Emily Stewart

Seconded By : Dianne Gilbert

WHEREAS, all Ontarians deserve and expect a safe and respectful workplace;

WHEREAS, municipal governments, as the democratic institutions most directly engaged with Ontarians need respectful discourse;

WHEREAS, several incidents in recent years of disrespectful behaviour and workplace harassment have occurred amongst members of municipal councils;

WHEREAS, these incidents seriously and negatively affect the people involved and lower public perceptions of local governments;

WHEREAS, municipal Codes of Conduct are helpful tools to set expectations of council member behaviour;

WHEREAS, municipal governments do not have the necessary tools to adequately enforce compliance with municipal Codes of Conduct;

NOW, therefore be it resolved that the Council of the Corporation of the Township of Matachewan supports the call of the Association of Municipalities of Ontario for the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and compliance with them in consultation with municipal governments;

ALSO BE IT RESOLVED that the legislation encompass the Association of Municipalities of Ontario's recommendations for:

- Updating municipal Codes of Conduct to account for workplace safety and harassment
- Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario
- Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province
- Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner
- Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office.

WHEREAS, this legislation be prioritized for the fall of 2023 given the urgency of this issue; and

FURTHERMORE, this resolution be sent to the Premier of Ontario, MPP Fedeli, Minister of Municipal Affairs, Associate Minister of Women's Social and Economic Opportunity, AMO and all municipalities.

Carried

Mike Young
Deputy Mayor

Cheryl Swanson
Clerk

COPY

Signatures on file



CORPORATION OF THE CITY OF
CLARENCE-ROCKLAND
REGULAR MEETING

RESOLUTION

Resolution: 2023-72
Title: Member's Resolution presented by Mayor Mario Zanth and seconded by Councillor Kyle Cyr regarding a petition for a study for the Ottawa River
Date: July 12, 2023

Moved by Mario Zanth
Seconded by Kyle Cyr

WHEREAS the Ottawa River spring freshet period has been unstable over the last 7 years due to management challenges as a result of Climate Change and development occurring within its basin; and

WHEREAS major flooding has occurred in 2017, 2019 and 2023, impacting numerous residents and municipalities alike; and

WHEREAS Municipalities along the Ottawa River are concerned with the freshet period and the inability to manage the river, and its impacts to residents and municipalities; and

WHEREAS a comprehensive study must be undertaken to develop the appropriate management tools and practices to reduce the occurrences of flooding of the Ottawa River;

BE IT RESOLVED THAT the Council of the City of Clarence-Rockland hereby petitions the Minister of Public Safety of Canada to conduct a third-party study of the Ottawa River and its tributaries and basins in order to provide the Ottawa River Planning board better tools to adapt the river to the influence of climate change and from the impact of development; and

BE IT ALSO RESOLVED THAT the Council of the City of Clarence-Rockland further request that a cross-border consultation board representing the municipalities in support of this petition be created to oversee the scope of work of the study and to provide input into proposed implementation options; and

BE IT ALSO RESOLVED THAT this petition be circulated to all municipalities along both sides of the Ottawa River for support.

A handwritten signature in black ink, appearing to read "Maryse St-Pierre". The signature is written in a cursive style and is positioned above a horizontal line.

Maryse St-Pierre/Deputy Clerk

CARRIED



Résolution: 2023-72
Titre: Résolution de membre présentée par le maire Mario Zanth et appuyée du conseiller Kyle Cyr au sujet d'une étude sur la rivière des Outaouais
Date: le 12 juillet 2023

Proposée par Mario Zanth
Appuyée par Kyle Cyr

ATTENDU QUE la période de crue printanière de la rivière des Outaouais a été instable au cours des sept (7) dernières années en raison des défis de gestion découlant des changements climatiques et du développement dans son bassin; et

ATTENDU QUE des inondations majeures ont eu lieu en 2017, 2019 et 2023, touchant de nombreux résidents et municipalités; et

ATTENDU QUE les municipalités le long de la rivière des Outaouais sont préoccupées par la période de crue et l'incapacité à gérer la rivière, ainsi que par ses impacts sur les résidents et les municipalités; et

ATTENDU QU'une étude exhaustive doit être entreprise pour développer les outils et les pratiques de gestion appropriés afin de réduire les cas d'inondation de la rivière des Outaouais;

QU'IL SOIT RÉSOLU QUE le Conseil de la Cité de Clarence-Rockland demande au ministre de la protection civile de mener une étude indépendante de la rivière des Outaouais et de ses affluents et bassins afin de fournir à la Commission de planification de la rivière des Outaouais de meilleurs outils pour adapter la rivière à l'influence des changements climatiques et aux impacts du développement; et

QU'IL SOIT ÉGALEMENT RÉSOLU QUE le Conseil de la Cité de Clarence-Rockland demande également la création d'un conseil consultatif transfrontalier représentant les municipalités en soutien à cette pétition, chargé de superviser la portée des travaux de l'étude et de donner son avis sur les options d'implantation proposées; et

QU'IL SOIT ÉGALEMENT RÉSOLU QUE cette pétition soit envoyée à toutes les municipalités le long

des deux cotés de la rivière des Outaouais en vue de leur appui.

ADOPTÉE

Maryse St-Pierre/Greffière adjointe



Q3 CAPITAL - BUDGET VARIANCE REPORT

For the Period Ending September 30, 2023

**GENERAL CAPITAL
Budget Variance Report
as at September 30, 2023**

	Project	2023			Status
		Actual	Budget	Variance	
REVENUES					
	Transfer from Operations	287,620	908,679	(621,059)	
	Transfer from Reserves	770,818	1,206,913	(436,095)	
	Borrowing	-	2,276,110	(2,276,110)	
	Provincial Funding	222,066	494,390	(272,324)	
	Federal Funding	-	160,000	(160,000)	
	Federal Gas Tax	-	656,587	(656,587)	
	Ontario Community Infrastructure Fund (OCIF)	710,960	421,631	289,329	
	Investing in Canada Infrastructure Program (ICIP)	-	70,000	(70,000)	
	Public / Private Partnerships	46,702	54,000	(7,298)	
TOTAL REVENUES		\$ 1,750,546	\$ 6,248,310	\$ (4,210,144)	
EXPENSES					
Corporate Services:	Grant Drain	-	150,000	(150,000)	1
	Peters Road Drain	-	150,000	(150,000)	1
Fire:	Jordair Fill Station	8,588	10,000	(1,412)	
	NFPA Washer/Extractor	11,547	12,000	(453)	
	Radios (6)	12,926	13,800	(874)	
	Remote Access Vehicle (By-law 2023-078)	39,432	39,432	-	2
Public Works:	2023 Roads Program	537,692	543,632	(5,940)	
	Grant Drive Ext. Construction	197,016	500,000	(302,984)	
	West Road Culvert Relining	-	54,749	(54,749)	
	Storm Repairs (Jaffray)	-	170,251	(170,251)	
	Albert Street Reconstruction (PW share Phase 1)	544,470	1,087,876	(543,406)	
	Fuel Management Cardlock System	18,916	25,440	(6,524)	
	Design - Montgomery (PW Share)	-	30,000	(30,000)	
Solid Waste:	Landfill Expansion	689,635	1,280,246	(590,611)	
Property Mtnce:	Haileybury Fire Station (carryover)	386,582	486,154	(99,572)	
	NL Arena Accessibility Project (DSMA Project)	56,003	231,197	(175,195)	
	Bucke Park Chalet Repair	62,540	65,000	(2,460)	
	Energy Audits (PW, PFC, CH, DSMA, RP)	-	200,000	(200,000)	
Fleet:	Triaxle (New)	-	338,580	(338,580)	3
	Loader (Used)	162,816	165,000	(2,184)	
Transit:	Shelter	10,883	20,000	(9,117)	
	On Demand Service Study	-	50,000	(50,000)	4
	Transit Bus Engine Repairs	24,580	24,580		5
Recreation:	Splash Pad (carryover)	233,282	234,557	(1,275)	
	Olympia Replacement (Electric)	-	166,828	(166,828)	
	Playground (Rebecca Street)	26,046	32,000	(5,954)	
	PFC Chloronation and Water Quality	13,471	60,000	(46,529)	
	NL Arena Condenser	120,000	120,000	-	
	Treadmill (1)	10,649	17,000	(6,351)	
	Lions Courts Panel Replacement	-	9,000	(9,000)	
	Haileybury Beach Mushroom Conversion	-	25,000	(25,000)	
	PFC Upgrades (floor & water softener)	2,900	-	2,900	6
TOTAL EXPENSES		\$ 3,169,973	\$ 6,287,742	\$ (3,117,769)	

NOTES:

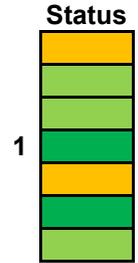
- 1 - Project to be reevaluated in future.
- 2 - Purchase not part of original 2023 budget however, is fully funded by a donation. See By-law 2023-078.
- 3 - Procurement is delayed until 2024.
- 4 - Funding not available for this project.
- 5 - Emergency repairs to transit bus. Approved by the Transit Committee June 2023.
- 6 - Project was not identified as a carryover as part of the 2023 budget deliberations.

LEGEND

Completed	Project has been completed.
On Track	Project is on track and progressing as planned/expected.
At Risk	Project is currently delayed or will soon be off track. Mitigation strategies have or will be implemented.
Not Yet Started	Project has not yet started.
Cancelled	Project has been cancelled or deferred to a future year.

**ENVIRONMENTAL CAPITAL
Budget Variance Report
as at September 30, 2023**

	2023		
	Actual	Budget	Variance
REVENUES			
Transfer from Operations	78,890	400,000	(321,110)
Transfer from Reserves	1,600,165	2,007,455	(407,290)
Borrowing	-	1,193,727	(1,193,727)
TOTAL REVENUES	\$ 1,679,055	\$ 3,601,182	\$ (1,922,127)
EXPENSES			
ICI Water Meter Program (carryover)	20,668	150,000	(129,332)
Hlby WTP Filter Replacement (carryover)	339,763	344,000	(4,237)
Robert/Elm PS - By-pass Installation (carryover)	26,947	400,000	(373,053)
Farr Drive Pump Replacement #2	78,890	-	78,890
Hlby WTP Filter Replacement #2	-	400,000	(400,000)
Albert Street Reconstruction (Enviro Share)	1,839,896	2,277,182	(437,286)
Montgomery Design (Enviro Share)	-	30,000	(30,000)
TOTAL EXPENSES	\$ 2,306,164	\$ 3,601,182	\$ (1,295,018)



2023 Capital Project Funding Reconciliation

Description	Expenses 2023 YTD Actuals	Funding Sources					Variance	Notes
		Funding	Partners	Borrowing	Reserves	City		
Grant Drain	-							-
Peters Road Drain	-							-
Jordair Fill Station	8,588				(8,588)			- Fire Equipment Reserve
NFPA Washer/Extractor	11,547				(11,547)			- Fire Equipment Reserve
Radios (6)	12,926				(12,926)			- Fire Equipment Reserve
Remote Access Vehicle	39,432		(39,432)					- Donation Haileybury Firefighters Association (By-law 2023-078)
2023 Roads Program	537,692	(537,692)						- Federal Gas Tax
Grant Drive Ext. Construction	197,016			(6,788)		(190,228)		- 2023 Capital Levy, OILC Loan
West Road Culvert Relining	-							-
Storm Repairs (Jaffray)	-							-
Albert Street Reconstruction (PW share Phase 1)	544,470	(534,586)				(9,884)		- Federal Gas Tax, OCIF, 2023 Capital Levy
Fuel Management Cardlock System	18,916				(18,916)			- Working Capital Reserve
Design - Montgomery (PW Share)	-							-
Landfill Expansion	689,635			(580,993)	(108,642)			- Landfill Reserve, OILC Loan
Haileybury Fire Station (carryover)	386,582			(356,582)		(30,000)		- OILC Loan, 2023 Capital Levy
NL Arena Accessibility Project (DSMA Project)	56,003				(56,003)			- Accessibility Reserve (21,979), Working Capital Reserve
Bucke Park Chalet Repair	62,540				(62,540)			- Bucke Park Reserve
Energy Audits (PW, PFC, CH, DSMA, RP)	-							-
Triaxle (New)	-							-
Loader (Used)	162,816				(162,816)			- Fleet Replacement Reserve
Shelter	10,883	(10,883)						- ICIP - Transit, Provincial Gas Tax
On Demand Service Study	-							-
Transit Bus Engine	24,580	(24,580)						- ICIP - Transit, Provincial Gas Tax
Splash Pad (carryover)	233,282				(175,774)	(57,508)		- Working Capital Reserve, 2023 Capital Levy
Olympia Replacement (Electric)	-							-
Playground (Rebecca Street)	26,046		(20,000)		(6,046)			- Anonymous Donor, Working Capital Reserve
PFC Chloronation and Water Quality	13,471				(13,471)			- Working Capital Reserve
NL Arena Condenser	120,000				(120,000)			- Working Capital Reserve
Treadmill (1)	10,649				(10,649)			- Working Capital Reserve
Lions Courts Panel Replacement	-		(3,000)				(3,000)	Partner Donation
Haileybury Beach Mushroom Conversion	-							-
PFC Upgrades (floor & water softener)	2,900				(2,900)			- Working Capital Reserve
	\$ 3,169,973	\$ (1,107,741)	\$ (62,432)	\$ (944,362)	\$ (770,818)	\$ (287,620)	\$ (3,000)	
ICI Water Meter Program (carryover)	20,668			(20,668)				- OILC Loan
Hlby WTP Filter Replacement (carryover)	339,763				(339,763)			- Working Capital Reserve - Enviro
Robert/Elm PS - By-pass Installation (carryover)	26,947				(26,947)			- Working Capital Reserve - Enviro
Farr Drive Pump Replacement #2	78,890					(78,890)		- 2023 Capital Levy
Hlby WTP Filter Replacement #2	-							-
Albert Street Reconstruction (Enviro Share)	1,839,896			(606,441)	(1,233,455)			- Working Capital Reserve - Enviro
Montgomery Design (Enviro Share)	-							-
	\$ 2,306,164	\$ -	\$ -	\$ (627,109)	\$ (1,600,165)	\$ (78,890)	\$ -	
Combined Totals	\$ 5,476,137	\$ (1,107,741)	\$ (62,432)	\$ (1,571,471)	\$ (2,370,982)	\$ (366,510)	\$ (3,000)	

Memo

To: Mayor and Council
From: Stephanie Leveille, Treasurer
Date: October 17, 2023
Subject: Ontario Infrastructure and Lands Corporation (OILC) Application(s)
Attachments: OILC Loan Application (**Draft By-law No. 2023-111**)

Mayor and Council:

On May 18, 2021 and on May 17, 2022, Council adopted By-law No. 2021-082, and By-law No. 2022-088 respectively, for the City’s annual Municipal Budgets. The budget included the 2021 Roads Program and Fleet Replacement – Backhoe, which anticipated the use of long-term borrowing as a funding source. These two capital projects were completed in the corresponding fiscal years noted above.

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.

The Treasurer respectfully requests that Council consider the following resolution:

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 027-2023-CS;

That Council directs the Treasurer to proceed with the application(s) to the OILC for capital works as approved in By-law No. 2021-082 (2021 Municipal Budget) and in By-law No. 2022-088 (2022 Municipal Budget); and

That Council directs the Treasurer to proceed with other applicable by-laws as per the OILC program being a funding agreement and debenture(s) as required for approved capital works.

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

Subject: ONTC Agency Agreement

Report No.: RS-023-2023

Agenda Date: October 17, 2023

Attachments

Appendix 01: Current Draft Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report RS-023-2023;
2. That Council provide the Director of Recreation with the delegated authority to enter into an agreement with Ontario Northland Transportation Commission (ONTC) to provide an ONTC Agency at the Waterfront Pool and Fitness Centre; and
3. Further that Council will be provided with the complete terms of the agreement for adoption through a By-law at a future meeting.

Background

The Temiskaming Shores and Area Chamber of Commerce provided notice to the ONTC this summer that they were no longer interested in being an ONTC agency location beyond November 1, 2023 due to changes in their strategic plan.

The ONTC began to reach out to local New Liskeard businesses to find a new location for their agency since being provided notice by the Chamber but without luck.

The Chamber of Commerce approached the City in September explaining the situation and offered to help provide information and contacts to potentially move the current New Liskeard agency location to a City-owned facility.

City staff connected with the ONTC and suggested that the Temiskaming Shores Public Library and the Waterfront Pool and Fitness Centre would be potential locations for such a service.

A meeting between the Chamber of Commerce, City staff and Library Executive took place on September 14, 2023 to discuss details about hosting an ONTC agency. A further

meeting took place on September 26, 2023 where members of the ONTC met with the Director of Recreation and the Library CEO to consider these two options.

After the meeting on September 26th, both parties agreed that the Temiskaming Shores Library location was not suitable to host an ONTC agency. The main concerns brought forward by the ONTC were the stairs between the front doors and the main desk, along with a lack of space for the ONTC bus to stop and load/unload parcels.

A review of the Waterfront Pool and Fitness Centre showed no concerns from either party about placing the agency in this location and further negotiations have taken place since then.

Analysis

The ONTC is a vital link for the residents of Temiskaming Shores for cost-effective travel throughout Ontario. Further, ONTC services are used by many local businesses for low-cost freight shipping along the highway 11 corridor. At this point, the City of Temiskaming Shores is the last option for the ONTC to sign a new Agency agreement before the current one expires on October 31, 2023. Upon expiry, the ONTC bus will still stop in the community but only as a flag-stop service only with no parcel service available to businesses and residents.

The City reviewed the current operations of the agency location at the Chamber of Commerce and believe that this service can be added to the Pool and Fitness Centre with little disruption to our current services. The ONTC provides the equipment necessary to be an agency location, provides training on how to perform transactions and provides ongoing support to staff providing services to ONTC customers. Staff currently providing customer service to PFC customers would be tasked with providing similar customer service to ONTC customers, matching their current job descriptions and tasks. Based on the data provided to the City, the average number of transactions completed per day is six with most passenger tickets being purchased online. In addition to these six transactions there are, however, additional customer interactions that take place each day.

Based on discussions with the ONTC and the Chamber of Commerce staff are satisfied that the number of people both coming into the facility to complete transactions and the number of people who will be waiting for bus arrivals will not adversely impact current operations. There are two buses which will stop at the facility each day, 12:49pm southbound and 6:35pm northbound. City staff would not be responsible for loading or unloading packages, checking tickets or helping passengers board the bus. The City would extend our open hours on Saturdays from 6pm to 7pm which would mean that only the Sunday evening bus would not have a facility open. This is acceptable to the ONTC.

The ONTC would provide a flat-rate fee to the City for providing these services, currently proposed to be \$3,000 per month. Staff are proposing that this additional revenue stream at the PFC be allocated to a dedicated reserve fund for PFC capital projects.

The agreement is for a 1-year term with each party having the option to terminate the agreement without penalty by providing 30-days notice. This means there is very low risk for the City to sign this agreement. If the City finds there are unintended downsides to offering this service we would have the ability to terminate the agreement before the term is completed without penalty.

The agreement is currently not ready to be signed by the City as more negotiation is required for all the details but to ensure that there is no break in service to parcel customers, staff are proposing that the Director of Recreation be provided the delegated authority to enter into an agency agreement with the ONTC with the final agreement being presented to council at the earliest opportunity.

Relevant Policy / Legislation / City By-Law

Consultation / Communication

- Consultation with the City Manager
- Consultation with the Superintendent of Community Programs
- Consultation with the Economic Development Officer
- Communication with the Temiskaming Shores and Area Chamber of Commerce

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

There are no expected expenses with providing this service to for the ONTC with all startup equipment to be provided by the ONTC as per their agency agreement. No revenue has been included in the 2023 operations budget.

If the City decided to extend the hours of the PFC on Saturdays from 6pm to 7pm it would mean an increased cost to the City of approximately \$200 in 2023.

Climate Considerations

After review with the City's Climate Lens, no considerations for increased CO2 emissions, or temperature and precipitation adaptation were noted. Providing public transportation opportunities is an established way to decrease greenhouse gas emissions and ensuring that the ONTC has an agency location within the New Liskeard settlement will lower GHG emissions within Temiskaming Shores.

Alternatives

Council could direct staff to renegotiate this proposed agreement with different terms.

Council could direct staff to decline this agreement.

Submission

Prepared by:

Reviewed and submitted for Council's
consideration by:

"Original Signed By"

"Original signed by"

Mathew Bahm
Director of Recreation

Amy Vickery
City Manager



555 Oak Street East
North Bay, Ontario
P1B 8L3

555, rue Oak Est
North Bay (Ontario)
P1B 8L3

Tel: 1-800-363-7512
www.ontarionorthland.ca

AGENCY AGREEMENT

Agent Legal Name	City of Temiskaming Shores & Area	"Agent"
Agency Location	Waterfront Pool and Fitness Centre	"Premises"
Agent Address	77 Wellington St South, Temiskaming Shores, ON P0J 1P0	
Agent Representative	Matt Bahm, Director of Recreation	
Phone Number	705-672-3363 ext. 4106	
Email	mbahm@temiskamingshores.ca	
Signature		
	<i>I/We have authority to bind the Agent.</i>	
Date		

Ontario Northland Transportation Commission		"ONTC"
ONTC Representative	Bob Sloss, Sr. Manager Customer Experience and Engagement	"ONTC Representative"
Phone Number	705-472-4500 x281	
Email	Bob.sloss@ontarionorthland.ca	
Signature		
	<i>I have authority to bind ONTC.</i>	
Date		

By signing above, the parties agree to the terms and conditions set out below and the schedules attached (collectively the "Agreement").

1. **Services:** The services to be provided by the Agent are (*check all that apply*):

- Tickets: Sell tickets at the rates approved by ONTC in accordance with the terms in Schedule A.
- BPX: Issue shipping documents for the transportation of baggage and Bus Parcel Express ("BPX") parcels at the rates approved by ONTC and receive, store and deliver to the intended recipient the baggage and BPX parcels in accordance with the terms in Schedule B.
- Motor Coach Stop on the Premises in accordance with the terms in Schedule C.
- Passenger Waiting Area in accordance with the terms in Schedule D.

(the "Services")

2. **Appointment:** ONTC appoints the Agent to act as the agent of ONTC for the Services. The Agent shall be the exclusive provider of the services in the designated area unless the Agent fails to adequately provide the services.
3. **Agreement:** The agreement between the Agent and ONTC consists of this agreement and the schedules attached to this agreement (the "Agreement").
4. **Term:** This Agreement shall commence on 1st day of November, 2023 and continue until 31st day of October, 2024 unless terminated early (the "Initial Term"). The Initial Term shall be extended for additional one-year periods (an "Extended Term") on the same terms and conditions unless a party notifies the other party that this Agreement shall end at least 30 days prior to the end of the Initial Term or an Extended Term.
5. **Rate:** ONTC shall pay the Agent monthly for performance of the Services, subject to compliance by the Agent with sections 6 and 7, as follows:

(a) **During the Initial Term:** A monthly rate of \$3,000.00 (the "Set Flat Rate"), plus applicable taxes.

(b) **During the Extended Terms:** The Set Flat Rate for each Extended Term will be reviewed annually. While the Set Flat Rate is subject to increase (by up to a maximum of 10% of the average monthly Total Sales for the previous year), it will never be less than the Set Flat Rate for the previous year.

"Total Sales" means the dollar value of the sales by the Agent, excluding applicable taxes, ticket fees, excess baggage, and any value add charges (BPX-insurance, fuel surcharge, door to door, etc.)

6. **Invoicing:** The Agent shall submit a monthly report to ONTC within one business day of the end of each month during which the Services were provided. The monthly report shall include:
 - (a) Warrants and letter of authorized travel;
 - (b) Manual tickets and shipping documents;
 - (c) Purchase orders;
 - (d) Vouchers; and,
 - (e) Signed account charge transactions.

ONTC will invoice the Agent for the cash sales in each month within 15 business days after receipt of the monthly report. **This invoice must be paid in full before ONTC will process the payment in accordance with section 7.**

7. **Payment:** ONTC will pay the Set Flat Rate for each month upon receipt of payment from the Agent of the invoice for the cash sales in each month.
8. **Agent Obligations:** The Agent shall:

- (a) provide the Services in compliance with applicable laws and with applicable ONTC policies, tariffs and rules, including the ONTC Passenger Tariffs and Agents Manual. The Agent shall advise ONTC regarding any investigations, complaints, or charges that relate to the provision of the Services;
 - (b) participate in training provided by ONTC;
 - (c) perform the Services with diligence and in a courteous and business-like manner;
 - (d) disclose to ONTC any conflict of interest that arises from the Agent's provision of the Services;
 - (e) advise ONTC immediately of any anticipated or actual loss, involuntary destruction, unauthorized or unlawful access or modification to or use of, or unauthorized or unlawful disclosure of any ONTC Intellectual Property, Confidential Information or Personal Information;
 - (f) ensure that no security interests encumber the ONTC property in the Agent's possession;
 - (g) not subcontract the provision of any of the Services without the written consent of ONTC;
 - (h) provide an internet connection for the ONTC computer system. The Agent is encouraged to send tickets electronically via email; and,
 - (i) locate and use the equipment, if any, provided by ONTC.
9. **Business Hours:** The Agent's business hours shall be such times as agreed between ONTC and the Agent. The Agent agrees that any changes to its regular business hours will first be communicated to ONTC in writing.
10. **Equipment:** ONTC shall supply the Agent with the equipment, if any, described in the schedules to this Agreement (the "Equipment") during the Initial Term and any Extended Term on the following terms and conditions:
- (a) the Equipment shall remain the property of ONTC;
 - (b) ONTC shall install and maintain the Equipment at the Premises and remove the Equipment. The Agent expressly provides its consent for ONTC to access the Premises to remove the Equipment at the end of this Agreement;
 - (c) the Equipment shall be used for its intended purpose; and,
 - (d) if the Equipment is damaged while it is in the Premises, the Agent shall be responsible to pay for all costs associated with the damage, including the repair or replacement of the Equipment, whichever ONTC chooses.
11. **Equipment Infrastructure:** The Agent shall:

- (a) provide a fully functional and industry-standard network infrastructure capable of meeting data and telecommunication needs;
 - (b) provide and install telecommunication cables and ensure that they are readily available at the Premises. These cables must be in good working condition and compatible with ONTC's Equipment; and,
 - (c) ensure that the network infrastructure and cables are ready for use by ONTC's representatives before the scheduled setup date. ONTC is not responsible for cable installation or procurement.
12. **Supplies and Money:** All supplies provided by ONTC and all money collected by the Agent from the sale of tickets and shipping documents are the property of ONTC and the Agent holds the supplies and money on behalf of ONTC. The Agent shall notify ONTC promptly of any damage to or destruction of the supplies or money and shall be responsible for the repair or replacement costs arising from the damage or destruction.
13. **French Language Services:** The Agent acknowledges that ONTC is subject to the *French Language Services Act*, as well as Regulations made thereunder (collectively the "FLSA") and is required to provide services to customers in French in designated areas. As a third-party providing services to the public on ONTC's behalf in a designated area, the Agent shall provide services in French in accordance with the FLSA and shall comply with the active offer requirements set out in O. Reg 544/22.
14. **Inability to Provide Services in French:** If, after making all reasonable efforts, the Agent is unable to provide services in French, the Agent shall post a bilingual sign (to be provided by ONTC) at or near the service counter advising customers how to contact a bilingual ONTC customer service representative.
15. **Intellectual Property:** "Intellectual Property Rights" means all intellectual property rights whether protected by statute, at common law or in equity. ONTC shall remain the owner of all Intellectual Property Rights owned by or licensed to ONTC prior to and after the date of this Agreement.
16. **Use of Name and Logo:** The Agent shall not use the name "Ontario Northland Transportation Commission", "Ontario Northland" or any similar name or any of ONTC's logos, designs, colours, or registered or unregistered trademarks or trade names except with the prior written approval of ONTC.
17. **Signage:** The Agent shall ensure that any sign(s) provided by ONTC are properly installed and readily visible to customers.
18. **Records and Audit:** The Agent shall maintain records of the sales of all tickets and shipping documents in the form and with the content required by ONTC. Upon request of ONTC, the Agent shall produce for inspection and audit by a duly authorized representative of ONTC any records in the Agent's possession showing the disposition of money or tickets and shipping documents sold on behalf of ONTC.
19. **Confidentiality:** In this Agreement,

“Confidential Information” means information, whether oral, written, visual, electronic, or in any other form, relating in any way to this Agreement, which is identified as confidential or that would reasonably be considered as being confidential.

“Personal Information” has the same meaning as the definition of “personal information” in the *Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.F.31 and, specifically in the context of this Agreement, comprises recorded information about an identifiable individual, including information relating to the age, sex, marital or family status of the individual and the address, telephone number, drivers’ license information and credit card or other financial information of the individual.

20. **Maintaining Confidentiality:** The Agent and its employees shall protect and maintain the confidentiality of any Confidential Information or Personal Information disclosed to the Agent by ONTC or ONTC customers and not use such information for any purpose other than to perform the Services. The Agent shall return all of ONTC’s Confidential Information and Personal Information when this Agreement ends or earlier if requested by ONTC.
21. **Personal Information:** The Agent acknowledges that ONTC is subject to the *Freedom of Information and Protection of Privacy Act* (FIPPA), and FIPPA applies to and governs all records relating to ONTC passengers and other customers and the privacy provisions of FIPPA governing the collection, retention, use, disclosure and security of Personal Information continue to apply while this Agreement is in effect and thereafter. All records containing Personal Information that are created or maintained during the performance of the Services shall be the property of ONTC.
22. **FIPPA and Freedom of Information:** The Agent shall provide to ONTC any and all FIPPA records within seven (7) business days from the date of ONTC’s notice to the Agent to provide them, for the purposes of responding to an access request under FIPPA. ONTC shall in its sole discretion determine what FIPPA records will be disclosed in connection with an access request, in accordance with the requirements of FIPPA.
23. **Personal Information Security:** The Agent shall keep all records containing Personal Information secure and ensure its computer security is adequate to protect Personal Information obtained from ONTC or from ONTC customers against unauthorized access and disclosure. The Agent shall not disclose or transfer any records containing Personal Information to a third party except with the informed prior written consent of ONTC.
24. **General Indemnity:** The Agent shall indemnify and hold harmless ONTC from and against all loss, liability, damage, fines, cost, legal cost and disbursement, by whomever made, sustained, incurred, brought or prosecuted, arising out of, or in connection with, anything done or omitted to be done by the Agent in the course of the performance of the Agent’s obligations under the Agreement or otherwise in connection with the Agreement. The Agent shall, at ONTC’s election, either assume the defence of every proceeding brought in respect of such loss, or cooperate with ONTC in the defence, including providing ONTC with prompt Notice of any possible Loss and providing ONTC with all information and material relevant to the possible Loss.
25. **Bodily Injury and Property Damage.** The Agent shall make full and complete compensation for any bodily injury or death to any person and for any damage caused to ONTC’s physical property by the Agent’s act or omission.
26. **Limitation of Liability.** Notwithstanding any other provision of this Agreement,

- (a) ONTC shall not be responsible for indirect, consequential, special, incidental or contingent damages of any nature whatsoever, including loss or revenue or profit or damages resulting from interruption of service or transmission. This limitation shall apply regardless of the form of action, damage, claim, liability, cost, expense or loss, whether in contract (including fundamental breach), statute, tort (including negligence), or otherwise, and regardless of whether ONTC has been advised of the possibility of such damages; and,
- (b) Any express or implied reference to ONTC providing an indemnity or any other form of indebtedness or contingent liability that would directly or indirectly increase the indebtedness or contingent liabilities of ONTC, whether at the time of execution of this Agreement or at any time during the Term or Renewal Term, shall be void and of no legal effect in accordance with s.28 of the *Financial Administration Act*, R.S.O. 1990, c. F.12.

27. **Specific Indemnities:** The Agent shall indemnify ONTC and save it harmless from and against all loss, liability, damage, fines, cost, legal cost and disbursement incurred by ONTC arising from:

- (a) any health, medical disability or similar claims which the Agent or its employees may have during or after the term of this Agreement;
- (b) safety infractions committed by the Agent under the Occupational Health and Safety Act or any other laws regulating health and safety at the Premises; and,
- (c) any claims against ONTC for the failure of the Agent to protect the confidentiality of Confidential Information.

28. **Risk of Loss to BPX Parcels:** ONTC assumes, and waives against the Agent, all risk of injury, loss, or damage caused by fire, theft, or other cause to the BPX parcels in the custody of the Agent on the Premises unless caused by the Agent's negligent act or omission.

29. **Insurance:** The Agent shall maintain public liability and property damage insurance with respect to the Premises, written on a comprehensive basis with a limit of not less than \$2,000,000 or such higher limits and including such additional terms and coverage as ONTC acting reasonably may require. Such insurance shall contain cross liability coverage and preclude subrogation claims by the insurer against ONTC. The insurance shall not be subject to cancellation except after at least thirty (30) days prior written notice to ONTC.

30. **Proof of Insurance:** Upon the request of ONTC and thereafter upon the renewal of the insurance policy, the Agent shall provide to ONTC evidence of such insurance having been obtained and maintained in the form of a certificate of insurance or a copy of the insurance policy.

31. **Termination for Agent Default:** ONTC may terminate this Agreement immediately if the Agent is in default or breach in respect of any condition or provision of this Agreement. Without limiting the generality of the preceding sentence, the Agent shall be in default if the Agent closes its business, ceases to provide the Services, does not pay invoices from ONTC or submit the monthly reports within the time required or becomes insolvent.

32. **Termination for Convenience:** Either party may terminate this Agreement upon thirty (30) days prior written notice to the other party. If 30 days' notice by the Agent is not provided prior to the Agent ceasing to provide the Services, ONTC shall not be required to pay the Agent any consideration for the month during which the Agent ceased to provide the Services.
33. **End of Agreement:** Upon early termination or expiry of this Agreement, the Agent shall return the balance of Total Sales, unsold tickets, signage, BPX materials and parcels, cash, and equipment to ONTC. The Agent hereby consents to Ontario Northland entering the premises to retrieve the items listed in the foregoing sentence.
34. **Notice:** Any notice under this Agreement shall be given in writing and delivered personally or by fax, email or prepaid courier addressed to the address provided above or at such other address or addresses as ONTC and the Agent may designate from time to time. The date of receipt of any such notice shall be the date of delivery.
35. **No Assignment:** This Agreement shall not be assignable by the Agent without the prior written consent from ONTC, which consent may be unreasonably and arbitrarily withheld.
36. **No Waiver:** No waiver by a party of any breach by the other party of any of its obligations in this Agreement shall be a waiver of any subsequent breach or the breach of any obligations. The subsequent acceptance of any remittances from the Agent by ONTC shall not be deemed a waiver of any preceding breach by the Agent regardless of ONTC's knowledge of such preceding breach at the time of the acceptance of such compensation.
37. **Relationship:** Nothing contained in this Agreement shall be deemed or construed by the parties nor by any third party as creating the relationship of principal and agent (except in relation to ticket and shipping document sales), landlord and tenant, or of partnership or of joint venture between the parties.
38. **Governing Law:** This Agreement shall be governed by and constituted in accordance with the laws in force in the Province of Ontario excluding any conflict of laws principles. The courts of the Province of Ontario shall have exclusive jurisdiction for any legal proceedings arising out of this Agreement.
39. **Severability:** Should any section or part or parts of a section in this Agreement be illegal or unenforceable, it or they shall be considered separate and severable from the Agreement and the remaining provisions of this Agreement shall remain in full force and effect and shall be binding upon ONTC and the Agent as though such section or part or parts thereof had never been included in this Agreement.
40. **Entire Agreement:** This Agreement and the attached Schedules constitute the entire agreement and understanding of the parties and supersedes any and all prior understandings, discussions, negotiations, commitments, representations, warranties, and agreements, written or oral, express or implied between them with respect to the subject of this Agreement. No amendment to this Agreement shall be binding unless the same shall be in writing and signed by the parties.
41. **Survival:** The provisions of this Agreement that are by their nature intended to survive termination or expiration of this Agreement shall continue in full force and effect subsequent to and notwithstanding termination or expiration until or unless they are satisfied.

42. **Counterparts and Electronic Delivery:** This Agreement may be executed and delivered by facsimile or electronic transmission and the parties may rely upon all such facsimile or electronic signatures as though such facsimile or electronic signatures were original signatures. This Agreement may be executed in any number of counterparts and all such counterparts shall, for all purposes, constitute one agreement binding on the parties.

43. **Agent's Representations and Warranties:** The Agent represents and warrants that:

- (a) it has full authority to enter into and perform all of its obligations under this Agreement, and that it has read this Agreement, understands same, and agrees to be bound by all of the terms, conditions and provisions of the Agreement;
- (b) no bribe, gift, or other inducement has been paid, given, promised or offered to any officer or employee of ONTC, for or with a view to the obtaining of this Agreement by Agent;
- (c) as of the date of this Agreement, there are no legal or financial circumstances with respect to the Agent that, if known by ONTC, would reasonably be expected to cause ONTC to not enter into this Agreement. Agent shall advise ONTC promptly in the event of any such circumstances occurring after the date of this Agreement.

Schedule A Ticket Sales

1. ONTC shall supply the Agent with the following equipment and supplies:
 - Ticketing system, including computer and related equipment
 - Laser printer
 - Credit/debit card terminal
 - Toner cartridge replacements
 - Paper supply
 - Baggage tags
2. The Agent shall not attempt to repair, move, reverse engineer, alter or otherwise tamper with the materials and equipment provided by ONTC.
3. The Agent shall not sell tickets at a price different from the tariff set by ONTC.
4. The Agent shall represent ONTC for the purpose of promoting and selling tickets.
5. The Agent and its employees shall familiarize themselves with the timetables, bulletins and tariffs supplied by ONTC and provide this information to the public upon request.
6. The Agent shall display all promotional materials provided by ONTC. Any additional marketing or advertising of ONTC products by the Agent shall be approved by ONTC.
7. The agencies business hours shall be:
 - Monday – Friday: 6:00 am – 8:30 pm
 - Saturday: 8:00 am – 6:00 pm
 - Sunday: 10:00 am – 4:30 pm

**Schedule B
BPX Parcels**

1. ONTC shall supply the Agent with the following equipment and supplies:
 - Parcel system, including computer and related equipment
 - Bar code scanner
 - Electronic signature pad
 - Weight scale
 - Manual Emergency Waybills
 - Shipping pouches & labels
 - Laser printer
 - Credit/debit card terminal
 - Toner cartridge replacements
 - Paper supply
2. The Agent shall not attempt to repair, move, reverse engineer, alter or otherwise tamper with the materials and equipment provided by ONTC.
3. The Agent shall not sell shipping documents for BPX Parcels at a price different from the tariff set by ONTC.
4. The Agent shall represent ONTC for the purpose of promoting and selling shipping documents for BPX parcels.
5. The Agent and its employees shall familiarize themselves with the timetables, bulletins, and tariffs supplied by ONTC and provide this information to the public upon request.
6. The Agent shall display all promotional materials provided by ONTC. Any additional marketing or advertising of ONTC products by the Agent shall be approved by ONTC.

Schedule C
Motor Coach Stop

1. The Agent shall:
 - (a) maintain the parking lot of the Premises in a safe and useable condition at all times, suitable for the safe use of the motor coach and for passengers exiting and entering a motor coach (the "Safe Condition");
 - (b) be responsible for all winter control measures required to allow the motor coaches to safely enter and exit the parking lot and passengers to exit and enter the motor coach. Winter control measures shall include plowing, sanding, and salting as required to ensure the parking lot is in a Safe Condition; and,
 - (c) provide adequate lighting in the parking lot for the safe use by the motor coach and its passengers.
2. The Agent shall advise ONTC forthwith if the parking lot is not in a Safe Condition and provide ONTC with an estimated time to return the parking lot to a Safe Condition.
3. The Agent shall designate a location on the parking lot satisfactory to ONTC for the use of ONTC to park the motor coach while loading and unloading passengers and shall ensure the location is available for use by ONTC when required.

Schedule D
Passenger Waiting Area

1. The Agent shall provide a climate-controlled waiting area for passengers at the Premises and shall maintain the temperature between 18 and 23 degrees Celsius.
2. The Agent shall ensure that washrooms are available to customers and that they are cleaned and maintained on a regular basis.
3. The Agent shall ensure that seating is available to customers.
4. The Agent shall ensure that the Premises are regularly cleaned and properly lit.

The Corporation of the City of Temiskaming Shores

By-law No. 2023-106

**Being a by-law to adopt the 2023-2024 Winter
Operations Plan for the City of Temiskaming Shores**

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

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

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

Whereas Council considered Administrative Report PW-023-2023 at the October 3, 2023 Committee of the Whole meeting and directed staff to finalize the 2023-2024 Winter Operations Plan and directed staff to prepare the necessary by-law for consideration at the October 17, 2023 Regular Council meeting.

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

1. That Council hereby adopts the 2023-2024 Winter Operations Plan for the City of Temiskaming Shores, attached hereto as Schedule "A" and forming part of this by-law; and
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the by-law and schedule as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

Read a first, second and third time and finally passed this 17th day of October, 2023.

Mayor

Clerk



City of Temiskaming Shores

Public Works Department Operations Division

Winter Operations Plan 2023 – 2024

Right-of Way Roadways, Sidewalks and City-owned Lands

TABLE OF CONTENTS

Item	Page
List of Appendices	4
Purpose	6
Definitions	6
1.0 Objective	7
2.0 Policy Statement	8
3.0 Responsibilities	8
4.0 Winter Maintenance Program	9
4.1.0 The System Maintained	9
4.2.0 Level of Service	11
4.3.0 Winter Maintenance Season	20
4.4.0 Winter Preparations	20
4.4.1 Prior to Winter Season	20
4.4.2 One Month Prior to Winter Season	21
4.4.3 Two Weeks Prior to Winter Season	21
4.4.4 Start of Winter Season	22
4.5.0 Winter Patrol	22
4.6.0 Operations	22
4.6.1 Staffing and Hours of Work	22
4.6.1.1 Minimum Crew Size	24
4.6.1.2 Contracts	24
4.6.2 Winter Materials Used Annually	24
4.6.3 Application Rates	26
4.6.3.1 Winter Sand	26
4.6.3.2 Salt	26
4.6.4 Equipment – Winter Maintenance Fleet	27
4.6.5 Yard Facilities	28
4.6.6 Roadway De-Icing and Sanding	29
4.6.7 Snow Plowing	29
4.6.8 Snow Removal and Disposal	30
4.6.8.1 City By-Laws and Ordinances	31
4.6.9 Sidewalk Service Standards	31
4.6.10 Parking Lot Service Standards	31
4.6.11 Vulnerable Areas	32
4.6.12 Weather Monitoring	32
4.6.13 Communications	33

4.6.14	Call Out Procedures	33
4.6.15	Road Closure Procedures	34
4.7.0	Decommissioning Winter Operations	35
4.7.1	Two Weeks after the Winter Season Ends	35
4.7.2	One Month after the Winter Season Ends	35
4.8.0	Training	35
4.9.0	Record Keeping	36
5.0	Plan Improvement	37
6.0	Monitoring and Updating	37
7.0	Notes	38

List of Appendices

Appendix A – Route A	South Haileybury
Appendix A – Route B	North Haileybury
Appendix A – Route C	West Haileybury
Appendix A – Route D	South New Liskeard
Appendix A – Route E	Central New Liskeard
Appendix A – Route F	North New Liskeard
Appendix A – Route G	West Dymond
Appendix A – Route H	East Dymond
Appendix A – Route I	Highway Plow Route
Appendix B – 01 NL	New Liskeard Sidewalks
Appendix B – 02 Hlby	Haileybury Sidewalks
Appendix C – 01 Dym	Dymond 4 x 4 Plow Truck
Appendix C – 02 NL	New Liskeard 4 x 4 Plow Truck
Appendix C – 03 Hlby	Haileybury 4 x 4 Plow Truck
Appendix C – 04 NL	New Liskeard Loader / Snow Dumps
Appendix C – 05 Hlby	Haileybury Loader
Appendix D – 01 NL	Snow Removal Program
Appendix D – 02 Hlby	Snow Removal Program
Appendix E – 01	Inspection Zone Map
Appendix E – 02	Daily Patrol Route
Appendix E – 03	Patrol Report Form
Appendix E – 04	Work Order Form
Appendix E – 05	Media Release – Road Closure
Appendix F – 01	Section 5.9 – Prohibition of Overnight Parking
Appendix F – 02	By-law No. 2009-159 Snow Removal & Relocation
Appendix G Notice	Overnight Parking Restriction
Appendix H	Minimum Maintenance Standards (O. Reg 239/02)
Appendix I – 01	Operator Training Record
Appendix I – 02	Patrol Person Training Record
Appendix J – 01	Roads – Call out Guide
Appendix J – 02	Sidewalk – Call out Guide

Appendix J – 03	Snow Removal – Call out Guide
Appendix K	Winter Control Notification – Flow Chart
Appendix L	Organizational Chart
Appendix M	Shift Partners
Appendix N	Winter Shift Schedule
Appendix O	Staff Contact Info
Appendix P	Emergency Telephone System

Purpose

This Winter Operations Plan sets out a policy and procedural framework for ensuring that the Corporation of the City of Temiskaming Shores continuously improves on the effective delivery of winter maintenance services and the management of road salt used in winter maintenance operations, as outlined in Environment Canada's Code of Practice for the Environmental Management of Road Salts.

The plan is meant to be dynamic, to allow the municipality to evaluate and phase-in any changes, new approaches and technologies in winter maintenance activities in a fiscally sound manner. At the same time, any modifications to municipal winter maintenance activities must ensure that roadway safety is not compromised. As specified in the Code of Practice for the Environmental Management of Road Salts, the Winter Operations Plan for the Corporation of the City of Temiskaming Shores was endorsed by City Council.

Definitions

Anti-icing means the application of liquid de-icers directly to the road surface in advance of a winter event. (The City does not apply de-icing agents to the road surface in advance of a winter event.)

De-icing means the application of solids, liquids, pre-treated material to the road surface after the on-set of the winter event.

Highway includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.

Paved Road is a road with an asphalt surface, concrete surface, composite pavement, or portland cement.

Pre-treat means the application of liquids (calcium chloride, sodium chloride, etc.) to dry sand or salt prior to being loaded for storage or applied to the road surface.

Pre-wetting means the application of liquids (calcium chloride, sodium chloride, etc.) at the spinner of the truck just prior to application to the road surface.

Surface Treated Road is road with bituminous surface treatment comprised of one or two applications of asphalt emulsion and stone chips over a gravel road.

Unpaved Road is a weather condition affecting roads such as snowfall, wind blown snow, freezing rain, frost, black ice, etc to which a winter event response is required.

Winter Event is a weather condition affecting roads such as snowfall, wind blown snow, freezing rain, frost, black ice, etc. to which a winter event response is required.

Winter Event Response is a series of winter maintenance activities performed in response to a winter event.

- **Continuous Winter Event Response** is a response to a winter event with full deployment of manpower and equipment that plow/salt/sand the entire system.
- **Spot Winter Event Response** is a response to a winter event with only a part deployment of manpower and equipment or with full deployment to only part of the system.

Winter Event Response Hours are the total number of person-hours per year (plowing, salting/sanding, winging back, etc.) to respond to winter events.

1.0 Objective

The objective of the **2023 - 2024 Winter Operations Plan** is to define standards to be maintained and procedures to be followed, to reduce the hazards resulting from winter snow and ice, in order to maintain the City's roadways, sidewalks and lands in a safe condition.

Winter operations standards establish levels of service for snow and ice control across the city, for various classes and priorities of roadways and sidewalks, to ensure the safe and efficient movement of vehicles, people, goods and services through our community. The standards recognize the difference in traffic conditions and associated risk management on the various classes of roadways and sidewalks. Additionally, the standards indicate that levels of service may not be met until after the end of a winter storm or snowfall event.

Winter operations procedures indicate the actions to be taken in order to maintain the above noted standards. The procedures, in conjunction with the standards, recognize that the winter maintenance measures cannot be carried out on all roadways and sidewalks at the same time, and due to the associated risk management, must follow the priorities as defined by the classification of the roadways and sidewalks.

Notwithstanding the Corporation of the City of Temiskaming Shores is committed to improving winter maintenance operations while continuing to ensure public

safety. The Corporation of the City of Temiskaming Shores will optimize the use of winter maintenance materials containing chlorides on most municipal roads while striving to minimize negative impacts to the environment. The Corporation of the City of Temiskaming Shores public works staff will strive, insofar as reasonably practicable, to provide safe winter road conditions for vehicular and pedestrian traffic as set out in the level of service policies and within the resources established by the Council of the Corporation of the City of Temiskaming Shores.

2.0 Policy Statement

The Corporation of the City of Temiskaming Shores will provide efficient and cost-effective winter maintenance to ensure, insofar as reasonably practicable, the safety of users of the municipal road network in keeping with applicable provincial legislation and accepted standards while striving to minimize adverse impacts to the environment. These commitments will be met by:

- adhering to the procedures contained within the Winter Operations Plan;
- reviewing and upgrading the Winter Operations Plan on an annual basis to incorporate new technologies and new developments;
- committing to ongoing winter maintenance staff training and education; and
- monitoring on an annual basis, the present conditions of the winter maintenance program, as well as the effectiveness of the Winter Operations Plan.

3.0 Responsibilities

The Manager of Transportation Services is ultimately responsible for winter maintenance operations within the City of Temiskaming Shores. The Superintendent of Transportation Services, reporting to the Manager of Transportation Services, is directly responsible, for winter maintenance operations. The Superintendent of the operations division has front line management level responsibilities, for directing the winter maintenance operations.

Winter operations are carried out by a combination of full-time road employees and, as required, contractor services, including four Heavy Equipment Operator / Crew Leaders, one Shop Clerk, twelve Equipment Operators and four Water and Sewer Operators reporting to the two Superintendents.

The Heavy Equipment Operator / Crew Leader or Patrol Person working evening shift, night shift or weekend shifts will be required to carry "*on-duty*" cell phones that will receive emergency calls re-directed from the Public Works main complex telephone system during their respective shifts. It is the responsibility of that person to contact the Superintendent or his approved alternate or Managers, to act on the emergency accordingly.

The Crew Leader or Patrol Person will be responsible to contact the Superintendent, or his approved alternate, to arrange for additional operators and equipment, as may be required, to ensure that the roads are cleared of ice and snow in accordance with this plan.

4.0 Winter Maintenance Program

4.1.0 The System Maintained

The major activities related to winter maintenance are:

- snow plowing
- salt /sand application
- salt and sand storage
- snow removal snow storage
- sidewalk plowing and de-icing

The Corporation of the City of Temiskaming Shores is responsible for winter maintenance on:

Paved Roads	210 lane km
Surface Treated Roads	35.1 lane km
Unpaved Roads	172.2 lane km
Sidewalks	40.3 km*
Paths and Trails	9 km

***Note: Not all municipal sidewalks are maintained during Winter Operations, See Appendix B-01 and 02.**

For the purposes of this winter operations plan, the highways under the jurisdiction of the Corporation of the City of Temiskaming Shores have been classified (Class 2, 3,4, 5 & 6) as per the following table which is based on the Classification of Highways table included in O.Reg. 239/02 (as amended by O.Reg. 366/18).

Classification of Highways

Average Daily Traffic (number of motor vehicles)	Posted or Statutory Speed Limit (kilometres per hour)						
	91 - 100	81 - 90	71 - 80	61 - 70	51 - 60	41 - 50	1 - 40
53,000 or more	1	1	1	1	1	1	1
23,000 – 52,999	1	1	1	2	2	2	2
15,000 – 22,999	1	1	2	2	2	3	3
12,000 - 14,999	1	1	2	2	2	3	3
10,000 - 11,999	1	1	2	2	3	3	3
8,000 - 9,999	1	1	2	3	3	3	3
6,000 - 7,999	1	2	2	3	3	4	4
5,000 - 5,999	1	2	2	3	3	4	4
4,000 - 4,999	1	2	3	3	3	4	4
3,000 - 3,999	1	2	3	3	3	4	4
2,000 - 2,999	1	2	3	3	4	5	5
1,000 - 1,999	1	3	3	3	4	5	5
500 - 999	1	3	4	4	4	5	5
200 - 499	1	3	4	4	5	5	6
50 - 199	1	3	4	5	5	6	6
0 - 49	1	3	6	6	6	6	6

For the purposes of the table above to this section, the average daily traffic on a highway or part of a highway under the jurisdiction of the Corporation of the City of Temiskaming Shores shall be determined:

- a. by counting and averaging the daily two-way traffic on the highway or part of the highway; or
- b. by estimating the average daily two-way traffic on the highway or part of the highway.

The table below summarizes the road system in the Corporation of the City of Temiskaming Shores as follows:

	Paved (L Km.)		Surface Treated (L Km.)		Unpaved (L Km.)	
	Rural	Urban	Rural	Urban	Rural	Urban
Class 1	0	0	0	0	0	0
Class 2	11.9	28.67	0	0	0	0
Class 3	12.12	7.13	3.22	0	0	0
Class 4	6.87	50.71	10.45	1.91	0	0
Class 5	4.29	77.54	0	11.14	40.9	11.34
Class 6	1.01	7.67	7.7	0.6	107.71	13.14

4.2.0 Level of Service

The Corporation of the City of Temiskaming Shores provides the following level of service during the winter maintenance season, in response to a winter event as described in O. Reg 239/02 and as amended by O. Reg 366/18.

Patrolling

- (1) The standard for the frequency of patrolling of highways to check for conditions described in this Regulation is set out in the Table to this section.
- (2) If it is determined by the municipality that the weather monitoring referred to in section 3.1 indicates that there is a substantial probability of snow accumulation on roadways, ice formation on roadways or icy roadways, the standard for patrolling highways is, in addition to that set out in subsection (1), to patrol highways that the municipality selects as representative of its highways, at intervals deemed necessary by the municipality, to check for such conditions.
- (3) Patrolling a highway consists of observing the highway, either by driving on or by electronically monitoring the highway, and may be performed by persons responsible for patrolling highways or by persons responsible for or performing highway maintenance activities.
- (4) This section does not apply in respect of the conditions described in section 10, subsections 11 (0.1) and 12 (1) and section 16.1, 16.2, 16.3 or 16.4. of the Regulation.

Patrolling Frequency

Class of Highway	Patrolling Frequency
1	3 times every 7 days
2	2 times every 7 days
3	once every 7 days
4	once every 14 days
5	once every 30 days

Weather monitoring

- (1) From October 1 to April 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day, whichever is more frequent, at intervals determined by the municipality.
- (2) From May 1 to September 30, the minimum standard is to monitor the

weather, both current and forecast to occur in the next 24 hours, once per calendar day.

Snow accumulation, roadways

- (1) The minimum standard for addressing snow accumulation on roadways is,
 - (a) after becoming aware of the fact that the snow accumulation on a roadway is greater than the depth set out in the Table below, to deploy resources as soon as practicable to address the snow accumulation; and
 - (b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table within the time set out in the Table,
 - (i) to provide a minimum lane width of the lesser of three metres for each lane or the actual lane width, or
 - (ii) on a Class 4 or Class 5 highway with two lanes, to provide a total width of at least five metres.
- (2) If the depth of snow accumulation on a roadway is less than or equal to the depth set out in the Table below, the roadway is deemed to be in a state of repair with respect to snow accumulation.
- (3) For the purposes of this section, the depth of snow accumulation on a roadway and, if applicable, lane width under clause (1) (b), may be determined in accordance with subsection (4) by a municipal employee, agent or contractor, whose duties or responsibilities include one or more of the following:
 1. Patrolling highways.
 2. Performing highway maintenance activities.
 3. Supervising staff who perform activities described in paragraph 1 or 2.
- (4) The depth of snow accumulation on a roadway and lane width may be determined by,
 - (a) performing an actual measurement;
 - (b) monitoring the weather; or
 - (c) performing a visual estimate.

- (5) For the purposes of this section, addressing snow accumulation on a roadway includes,
 - (a) plowing the roadway;
 - (b) salting the roadway;
 - (c) applying abrasive materials to the roadway;
 - (d) applying other chemical or organic agents to the roadway;
 - (e) any combination of the methods described in clauses (a) to (d).
- (6) This section does not apply to that portion of the roadway,
 - (a) designated for parking;
 - (b) consisting of a bicycle lane or other bicycle facility; or
 - (c) used by a municipality for snow storage.

Snow Accumulation - Roadways

Class of Highway	Depth	Time
1	2.5 cm	4 hours
2	5 cm	6 hours
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours

Snow accumulation, significant weather event

- (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on roadways until the declaration of the end of the significant weather event is,
 - (a) to monitor the weather in accordance with section 3.1 of the Regulation; and
 - (b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on roadways, starting from the time that the municipality deems appropriate

to do so.

- (2) If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to snow accumulation until the applicable time in the Table to section 4 expires following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 7.
- (3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
 - (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
 - (b) address snow accumulation on roadways in accordance with section 4. O. Reg. 366/18, s. 7.

Ice formation on roadways and icy roadways

- (1) The minimum standard for the prevention of ice formation on roadways is doing the following in the 24-hour period preceding an alleged formation of ice on a roadway:
 1. Monitor the weather in accordance with section 3.1 of the Regulation.
 2. Patrol in accordance with section 3 of the Regulation.
 3. If the municipality determines, as a result of its activities under paragraph 1 or 2, that there is a substantial probability of ice forming on a roadway, treat the roadway to prevent ice formation within the time set out in the Table to this section, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose.
- (2) If the municipality meets the standard set out in subsection (1) and, despite such compliance, ice forms on a roadway, the roadway is deemed to be in a state of repair until the applicable time set out in Table 2 to this section expires after the municipality becomes aware of the fact that the roadway is icy. O. Reg. 366/18, s. 8.
- (3) Subject to section 5.1, the standard for treating icy roadways is to treat the icy roadway within the time set out in the Table to this section, and an icy roadway is deemed to be in a state of repair until the applicable time set out in the Table for treating the icy roadway expires after the

municipality becomes aware of the fact that a roadway is icy.

- (4) For the purposes of this section, treating a roadway means applying material to the roadway, including but not limited to, salt, sand or any combination of salt and sand.

Ice Formation Prevention

Class of Highway	Time
1	6 hours
2	8 hours
3	16 hours
4	24 hours
5	24 hours

Treatment of Icy Roadways

Class of Highway	Time
1	3 hours
2	4 hours
3	8 hours
4	12 hours
5	16 hours

Icy roadways, significant weather event

- (1) If a municipality declares a significant weather event relating to ice, the standard for treating icy roadways until the declaration of the end of the significant weather event is,
- (a) to monitor the weather in accordance with section 3.1; and
 - (b) if deemed practicable by the municipality, to deploy resources to treat icy roadways, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 8.
- (2) If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to any ice which forms or may be present until the applicable time in Table 2 to section 5 expires after the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 8.

- (3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
 - (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
 - (b) treat icy roadways in accordance with section 5. O. Reg. 366/18, s. 8.

Snow accumulation on sidewalks

- (1) Subject to section 16.4, the standard for addressing snow accumulation on a sidewalk after the snow accumulation has ended is,
 - a) to reduce the snow to a depth less than or equal to 8 centimetres within 48 hours; and
 - b) to provide a minimum sidewalk width of 1 metre. O. Reg. 366/18, s. 15.
- (2) If the depth of snow accumulation on a sidewalk is less than or equal to 8 centimetres, the sidewalk is deemed to be in a state of repair in respect of snow accumulation. O. Reg. 366/18, s. 15.
- (3) If the depth of snow accumulation on a sidewalk exceeds 8 centimetres while the snow continues to accumulate, the sidewalk is deemed to be in a state of repair with respect to snow accumulation, until 48 hours after the snow accumulation ends. O. Reg. 366/18, s. 15.
- (4) For the purposes of this section, the depth of snow accumulation on a sidewalk may be determined in the same manner as set out in subsection 4 (4) and by the persons mentioned in subsection 4 (3) with necessary modifications. O. Reg. 366/18, s. 15.
- (5) For the purposes of this section, addressing snow accumulation on a sidewalk includes,
 - (a) plowing the sidewalk;
 - (b) salting the sidewalk;
 - (c) applying abrasive materials to the sidewalk;
 - (d) applying other chemical or organic agents to the sidewalk; or
 - (e) any combination of the methods described in clauses (a) to (d). O. Reg. 366/18, s. 15.

Snow accumulation on sidewalks, significant weather event

- (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on sidewalks until the declaration of the end of the significant weather event is,
 - (a) to monitor the weather in accordance with section 3.1; and
 - (b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on sidewalks starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 15.
- (2) If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any snow present until 48 hours following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 15.
- (3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
 - (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
 - (b) address snow accumulation on sidewalks in accordance with section 16.3. O. Reg. 366/18, s. 15.

Ice formation on sidewalks and icy sidewalks

- (1) Subject to section 16.6, the standard for the prevention of ice formation on sidewalks is to,
 - (a) monitor the weather in accordance with section 3.1 in the 24-hour period preceding an alleged formation of ice on a sidewalk; and
 - (b) treat the sidewalk if practicable to prevent ice formation or improve traction within 48 hours if the municipality determines that there is a substantial probability of ice forming on a sidewalk, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 366/18, s. 15.
- (2) If ice forms on a sidewalk even though the municipality meets the standard set out in subsection (1), the sidewalk is deemed to be in a state of repair in respect of ice until 48 hours after the municipality first becomes aware of the fact that the sidewalk is icy. O. Reg. 366/18, s. 15.

- (3) The standard for treating icy sidewalks after the municipality becomes aware of the fact that a sidewalk is icy is to treat the icy sidewalk within 48 hours, and an icy sidewalk is deemed to be in a state of repair for 48 hours after it has been treated. O. Reg. 366/18, s. 15.
- (4) For the purposes of this section, treating a sidewalk means applying materials including salt, sand or any combination of salt and sand to the sidewalk. O. Reg. 366/18, s. 15.

Icy sidewalks, significant weather event

- (1) If a municipality declares a significant weather event relating to ice, the standard for addressing ice formation or ice on sidewalks until the declaration of the end of the significant weather event is,
 - (a) to monitor the weather in accordance with section 3.1; and
 - (b) if deemed practicable by the municipality, to deploy resources to treat the sidewalks to prevent ice formation or improve traction, or treat the icy sidewalks, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 15.
- (2) If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any ice which forms or is present until 48 hours after the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 15.
- (3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,
 - (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
 - (b) address the prevention of ice formation on sidewalks or treat icy sidewalks in accordance with section 16.5. O. Reg. 366/18, s. 15.

Winter sidewalk patrol

- (1) If it is determined by the municipality that the weather monitoring referred to in section 3.1 indicates that there is a substantial probability of snow accumulation on sidewalks in excess of 8 cm, ice formation on sidewalks or icy sidewalks, the standard for patrolling sidewalks is to patrol sidewalks that the municipality selects as representative of its sidewalks at intervals deemed necessary by the municipality. O. Reg. 366/18, s. 15.
- (2) Patrolling a sidewalk consists of visually observing the sidewalk, either by driving by the sidewalk on the adjacent roadway or by driving or walking on the sidewalk or by electronically monitoring the sidewalk, and may be performed by persons responsible for patrolling roadways or sidewalks or by persons responsible for or performing roadway or sidewalk maintenance activities. O. Reg. 366/18, s. 15.

Closure of a highway

- (1) When a municipality closes a highway or part of a highway pursuant to its powers under the Act, the highway is deemed to be in a state of repair in respect of all conditions described in this Regulation from the time of the closure until the highway is re-opened by the municipality. O. Reg. 366/18, s. 15.
- (2) For the purposes of subsection (1), a highway or part of a highway is closed on the earlier of,
 - (a) when a municipality passes a by-law to close the highway or part of the highway; and
 - (b) when a municipality has taken such steps as it determines necessary to temporarily close the highway or part of a highway. O. Reg. 366/18, s. 15.

Declaration of significant weather event

A municipality declaring the beginning of a significant weather event or declaring the end of a significant weather event under this Regulation shall do so in one or more of the following ways:

1. By posting a notice on the municipality's website.
2. By making an announcement on a social media platform, such as Facebook or Twitter.
3. By sending a press release or similar communication to internet, newspaper, radio or television media.

4. By notification through the municipality's police service.
5. By any other notification method required in a by-law of the municipality. O. Reg. 366/18, s. 15.

4.3.0 Winter Maintenance Season

The winter maintenance season within which the Corporation of the City of Temiskaming Shores will perform winter highway maintenance commences on or about November 1, 2023, and is completed on or about April 15, 2024.

4.4.0 Winter Preparations

In the months prior to the start of the winter maintenance season, as identified in 4.3.0, the Corporation of the City of Temiskaming Shores undertakes the following tasks to prepare for the upcoming winter season.

4.4.1 Prior to the Winter Season

Prior to the winter season, if required, prepare and call tenders for the supply of materials (salt, sand, liquid), replacement parts (for plows, solid and liquid application equipment), value added meteorological services (VAMS) and contract equipment (plow trucks, spreader trucks, combination units). Prior to the winter season Corporation of the City of Temiskaming Shores will;

1. Conduct a mandatory training session for staff and contract operators where all policies, procedures, schedules, reporting procedures for callout, route maps, equipment training and safety precautions will be discussed. Any issues resulting from the meeting with regard to the policies, procedures, schedules, reporting procedures for callout, route maps, equipment training and safety precautions shall be resolved either at the meeting or prior to the winter season.
2. Train winter patrollers (or staff whose duties also include patrolling) on the route of representative roads to be patrolled between winter events, their duties during a winter event, recording keeping requirements and callout procedures and the de-icing chemicals to be applied for the forecast weather conditions.
3. Inspect equipment to ensure proper working order. Schedule and complete any and all equipment repairs
4. Arrange for the delivery of materials (salt, sand and liquid solution) and begin filling storage facilities. If liquid solution is mixed on site, begin mixing and filling storage tanks.

5. Confirm that all guiderail, catch basin, hazard and fire hydrant markers, if any, are in place. Any missing markers will be replaced prior to the winter session.

4.4.2 One Month Prior to the Winter Season

One month prior to the winter season Corporation of the City of Temiskaming Shores will;

1. Prepare the winter shift schedule in accordance with the municipality's collective agreement, if any.
2. Assign equipment to staff.
3. Calibrate material application equipment.
4. Allow operators (staff and contract) time to familiarize themselves with any new equipment, material application rates, material application equipment and their route (driving the route and noting obstacles along the route).
5. Assign staff to monitor weather forecasts on a daily basis. Assign night patrol shift if forecast indicates an overnight winter event is probable. The patrol person will be authorized to initiate a winter event response if conditions warrant a response.
6. Have 25 % of the fleet ready to respond to a winter event.
7. Have sufficient staff available to operate the fleet if conditions warrant a winter event response.

4.4.3 Two Weeks Prior to the Winter Season

Two weeks prior to the winter season the Corporation of the City of Temiskaming Shores will;

1. If required, begin regularly scheduled night patrol of representative roads that are maintenance Class 2 and 3 roads, as deemed necessary.
2. Review and discuss the winter shift schedule in accordance with the municipality's collective agreement, if any.
2. Have the required complement of the fleet ready to respond to a winter event.
3. Have staff available to operate the required complement of the fleet if conditions warrant a winter event response

4.4.4 Start of the Winter Season

At the start of the winter season the Corporation of the City of Temiskaming Shores will;

1. Implement the winter shift schedule.
2. Begin patrolling representative roads in all maintenance classes.
3. Respond to winter events as per the winter operations plan.

4.5.0 Winter Patrol

During the winter maintenance season, as identified in 4.3.0, the Corporation of the City of Temiskaming Shores carries out a winter patrol on a route of representative roads twice daily, 7 days a week. Between winter events a patrol of representative roads will occur during daylight hours and a second night patrol will be also be scheduled. The purpose of the patrol is to monitor and record weather and road conditions and mobilize winter maintenance operators and equipment should a winter event be observed and a winter event response is required. On the approach of a winter event or during a winter event the route of representative roads may be modified, insofar as reasonably practicable, depending on the type and severity of winter event or the direction from which the storm approaches.

The patrol person will be familiar with local conditions in their patrol area, and prepare a condition log of road and weather conditions as well as any actions taken during the shift. The winter patrol schedule parallels the designated winter season.

4.6.0 Operations

4.6.1 Staffing and Hours of Work

Four (4) regular crews for Public Works staff will be scheduled during the “Winter Operations Season” on a rotating basis. The winter maintenance season will commence on or about November 1st and finish on or about April 15th of each year. The start and finish dates of the winter maintenance season may be adjusted by management due to weather conditions.

Shift “ D ” Days	6:30 am to 3:00 pm
Shift “ N ” Nights	10:00 pm to 6:30 am
Shift “ E ” Evenings	3:00 pm to 11:30 pm

Crew	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	N	N	N	N	N	OFF	OFF
2	OFF	D,EP	D, EP	D, EP	D, EP	D, EP	OFF
3	DP, EP	D,	D	D	D	D, NP	NP
4	OFF	D,	D	D	D	D,	DP,EP

The Public Works staff will share the requirements of the winter maintenance shift duties. Each day and night shift (Sunday night to Friday day shift) should, at minimum, consist of one Heavy Equipment / Crew Leader, three Operators / Laborers and one Water / Sewer Operator. Evening and weekend patrol shifts shall consist of, at minimum, one Public Works staff person.

This schedule provides for 24 hours per day – 7 days per week operational coverage during the winter maintenance season and will improve response times during and after winter storm events.

A one-half hour lunch break will be provided beginning at 12:00 pm during the day shift and a ½ hour lunch break beginning at 3:00 am during the night shift and at 7:00 p.m. during the evening shift. All non-paid break periods do not include travel time to and from the work site.

From 6:30 am Monday to 3:00 pm Friday, the Road Superintendent or his approved alternate will provide the legislated road patrol requirements with the purpose of being informed of weather and roadway conditions.

From 3:01 pm Friday to 6:29 am Monday, the weekend day, evening and night shift Patrol Person or Heavy Equipment Operator / Crew Leader will provide the legislated road patrol requirements during their respective shifts with the purpose of being informed of weather and roadway conditions. These same Patrol Persons or Crew Leaders shall carry the “on-duty” cell phone and will respond to emergency calls. It is the responsibility of these individuals to contact to Superintendent or his approved alternate to arrange for additional operators, manpower or equipment as may be required.

A worker’s normal scheduled shift may be changed by a supervisor or his alternate at any time provided the supervisor or his alternate so advises the employee by no later than 4 hours after the completion of the employees last regularly scheduled shift.

Two, fifteen minute paid “coffee breaks” will be permitted through the shift period, the first break two hours after the shift start time and the other break two hours after the scheduled lunch break period. The fifteen-minute paid break period does not include travel time to and from the work site.

4.6.1.1 Minimum Crew Size

A minimum number of operators are required to ensure compliance with this winter operations plan. Therefore, restrictions on time off will be governed by the limitations of the following chart.

Operator classification	Limitation
Heavy Equipment Operator	1 of 4
Equipment Operator	4 of 12
Water/Sewer Operators	2 of 4
Equipment Mechanic	1 of 2
Supervisors and Clerk	2 of 4

- But no more than two workers off per shift crew.

This limitation on time off will allow for a total of 14 workers available to deal with winter events. The supervisor will determine the need to re-schedule worker’s shifts, if workers need to be held back on overtime or called-in so that the Public Works Department can provide for the necessary operators for a full winter event response. The use of part-time workers, supervisors and mechanics is available only as provided for in the current Collective Agreement.

4.6.1.2 Contracts

Contractors will be hired or contracted for winter maintenance operations to assist and/or supplement;

- Snow Removal and Hauling Operations

4.6.2 Winter Materials used Annually

Materials Used Annually

Year	Rock Salt	Winter Sand
2005	\$81,400	\$56,200
2006	\$35,200	\$73,600
2007	\$78,500	\$87,900
2008	\$106,400	\$90,250
2009	\$74,369	\$77,618
2010	\$95,102	\$64,922
2011	\$107,206	\$95,752
2012	\$125,965	\$75,440
2013	\$177,382	\$66,586
2014	\$177,185	\$100,143

2015	\$146,758	\$73,012
2016	\$203,737	\$79,914
2017	\$178,245	\$81,785
2018	\$238,672	\$84,050
2019	\$193,915	\$143,808
2021	\$151,390	\$58,770
2022	\$244,153	\$93,533

4.6.3 Application Rates

4.6.3.1 Winter Sand

Winter sand is applied to provide grit and traction on snow and ice and is typically used in weather conditions where the temperature is colder than -10C, on low volume roads and gravel roads where salt is not an option. The Ministry of Transportation has performed tests and has shown that the application of winter sand improves greatly the stopping distance of vehicles and improves safety of vehicular traffic.

Winter sand contains a measure of salt to prevent freezing of the material and to allow the material to smoothly flow out of the spreader units. The Ministry of Transportation standard is to produce winter sand between 3% to 5% sand/salt mix, which is the minimum amount of salt that the Ministry has determined is required to prevent freezing of the sand. The Ministry standard for the application of winter sand is 570 kg / 2-lane km.

However, in the City of Temiskaming Shores practice has been to apply a sand/salt mix based on operator experience. Intersections and hills get a higher application rate for safety reasons and low volume flat residential areas get a lower application rate. The city does not have electronic spreader controls in their sander units and therefore does not accurately know the exact rates of winter sand applied.

The City presently uses a 5% salt/sand mix ratio in its winter sand.

4.6.3.2 Salt

Most road authorities do not recommend the use of crushed rock salt when the ambient temperature is below -12C, although salt may be used down to -18C if strong sunlight is providing higher surface temperatures. The eutectic temperature of salt is -21C but as this temperature is approached the melting action becomes very slow. Ten times as much snow can be melted by a kg of salt at -1C as at -12C.

The need for treatment at -12C is much less than at temperatures closer to the freezing mark as tests have shown that an automobile will stop 25 meters earlier on glare ice at -12C than the same glare ice at -1C.

The City of Temiskaming Shores policy is to apply salt for Winter Control Services at an application rate of 131 kg / 2-lane km. This rate of salt application is consistent with the lower end of the 130 to 170 kg / 2-lane km recommended by the Ministry of Transportation.

The greatest majority of salt applied to city roads is done on the secondary highways and high traffic roads, which are mostly included in Route "I". The City's vehicle does not have electronic controls and therefore salt is applied through a manual setting based on operator experience.

4.6.4 Equipment – Winter Maintenance Fleet

The Public Works Department will continuously identify and assess new and innovative technologies to improve snow removal efficiency and significantly reduce the amount of road salts being applied to the roads.

New equipment purchases should investigate innovative practices and demonstrate the City's commitment to the safety of road users and the protection of the environment. Through product innovation, operators can continue making consistent decisions to achieve desired objectives.

The following table provides a list of municipal equipment used in the plowing and sanding operations for the city.

Winter Equipment Inventory

Unit	Year	Make	Model	Box Type	Spreader Type	Route
23	2014	International	7600	U Body	Electronic	C - Hlby-Country
24	2018	Freightliner	114SD	U Body	Electronic	H – Dymond East
25	2016	Freightliner	108SD	U Body	Electronic	Sander-South
26	2018	Freightliner	114SD	U Body	Electronic	G - Dymond West
27	2016	Freightliner	108SD	U Body	Electronic	Sander-North
31	2019	International	HV613	U Body	Electronic	I - Highway

40	2016	Trackless	MT6	Hopper	Electronic	Sidewalk South
41	2018	Trackless	MT7	Hopper	Electronic	Spare
42	2009	Trackless	MT6	Hopper	Electronic	Sidewalk North
43R	Rental			N/A	N/A	A -Hlby-South
45	2011	John Deere	772GP	N/A	N/A	F - NL-North
52 R	Rental			N/A	N/A	E - NL-Center
61 R	Rental			N/A	N/A	D – NL - South
63	2012	John Deere	772G	N/A	N/A	B – Hlby North

4.6.5 Yard Facilities

Winter Material Storage Capacities

Site	Rock Salt (t)	Winter Sand (t)	Covered Area
New Liskeard	250	5000	No
Dymond	Nil	1000	Yes
Haileybury	450	3000/2000	Yes / No

City staff is based primarily out of the main complex yard based at 200 Lakeshore Road, New Liskeard to provide Winter Maintenance Services. The north section, formerly known as Dymond may be dispatched from the Dymond Yard located at 181 Drive-in Theatre Road. The middle section, formerly known as New Liskeard is serviced out of the New Liskeard Yard located at 200 Lakeshore Road. The southern section, formerly known as Haileybury may be dispatched out of the Haileybury Yard located at 500 Broadway Street and a materials storage yard located on View Street.

The Superintendent will endeavor to schedule the next shifts work assignments by 2:30 pm each day. Workers are responsible to travel to their assigned work start locations. If a change occurs in a worker's assigned start location and the worker is not given advance notice and reports for work at the main complex yard, transportation to the new work start location will be provided from the main complex yard.

Evening Patrols (3:00 p.m. to 11:30 p.m.) commence at the New Liskeard Yard in November and service the entire city's transportation network. City staff is called in to perform work on an as-required basis until the end

of April. The day shift is from 6:30 am to 3:00 pm and the night shift is from 11:00 pm to 7:30 am. In the event of a major storm requiring continuous equipment operations, equipment operators from the day shift may be re-scheduled. The evening shift may require additional help to ensure the safety of the transportation network.

4.6.6 Roadway De-Icing and Sanding

Roadway de-icing and/or sanding needs initiate the winter maintenance operations when the first effects of a storm are felt in order to provide traction for traffic until the depth of snow has reached the operations start trigger, at which time plowing operations typically commence.

Road Supervisors are allowed some latitude regarding frequency and timing of salt and grit applications. Application rates have been harmonized across the City. These settings were established through past practices within our urban environment.

Salt placement will be on the crown or high side of the driving surface where there is a good cross fall allowing traffic to distribute the resulting brine over the road.

There are some road authorities that are beginning to use liquid de-icing chemicals in addition to solid salt. Literature and practice show that salt performance can be improved with liquids. However, one must be cautious when introducing such techniques. To date, established city practices do not include straight liquid chemical techniques.

The City of Temiskaming Shores present guideline is to apply a solid de-icer once snow starts to accumulate or "stick" on arterial roads. Timely application of chemicals is critical to preventing snow from sticking to roads. Without the timely application of chemicals, snow could easily bond to roads and, in turn, become difficult to plow, potentially causing road hazards. As snow accumulates, it is plowed to maintain safe driving conditions.

During and upon completion of winter maintenance operations, a daily log is maintained and updated, indicating roadway winter maintenance activities carried out.

4.6.7 Snow Plowing

Plowing and de-icing/sanding continue, with respect to each class of roadway, in accordance with its classification and level of service standard. The plowing route maps included in the appendices identify the roadways to be cleared and the classification of each roadway section.

During the regular Monday to Friday, day or night shifts, winter maintenance procedures will be initiated by the Road Superintendent or his alternate based on existing and forecasted weather and road conditions. Monitoring of weather forecasts, patrol reports and other information, as may be available, may allow preparations for winter maintenance operations to be initiated prior to the beginning of an actual event.

During the evening shift, night shift, weekend shifts or on a statutory holiday, winter maintenance procedures will be initiated by the Patrol Person or Heavy Equipment Operator/Crew Leader designated. The designated Patrol Person or Heavy Equipment Operator/Crew Leader will be responsible for roadway patrol to inform him of changing road and weather conditions and he will make the appropriate call to the Superintendent or his approved alternate, to arrange for additional manpower, operators or equipment as required.

4.6.8 Snow Removal and Disposal

As a result of snow plowing operations, snow accumulates at the side of roads as windrows or mounds. The City starts snow removal operations when these windrows reach volumes that create a nuisance or hazard to pedestrians and motorists and to maintain capacity for subsequent snowfalls.

The objective is to commence removal operations in **Priority 1** locations as soon as practicable after becoming aware that the snow bank accumulation is greater than **60 cm** and **120 cm** in **Priority 2** locations.

Experience over the years has shown that the City has the capability and capacity to remove and dispose of 2700 cubic meters of snow per night shift. One average snowstorm requires three-night shifts to complete all required removal work in approved designated areas.

Snow removal involves the use of in-house snow blowers, front-end loaders, motor graders and city owned dump trucks as well as contracted dump trucks.

List of Snow Storage Areas

Site	Location	Area	Volume
1	Shepherdson Road	New Liskeard	71,000
2	Craven Drive *	New Liskeard	34,000
3	Birch Drive Ravine	New Liskeard	3,900
4	Bay Street	New Liskeard	25,000
5	Montgomery Street North	New Liskeard	9,700
6	Montgomery Street South	New Liskeard	4,500
7	Dawson Point Road	New Liskeard	44,000

8	Haliburton Street Ravine	New Liskeard	700
9	Pine Street Ravine	New Liskeard	900
10	Sharpe St	New Liskeard	
11	Laurette Street	Dymond	10,000
12	Morissette Drive South	Haileybury	47,000
13	Lakeview Street	Haileybury	25,500
14	Groom Drive	Haileybury	6,000
15	Morissette Drive North	Haileybury	12,900

Note: New Liskeard has a maximum capacity of 192,700 cubic meters, Dymond has 24,600 cubic meters and Haileybury has 97,000 cubic meters. The total available storage area for the City is 323,000 cubic meters.

4.6.8.1 City By-laws and Ordinances

There are two bylaws used extensively by the Public Works Department during winter maintenance operations; Traffic By-law and Snow Disposal By-law, excerpts are included in Appendix “F”.

4.6.9 Sidewalk Service Standards

Sidewalks are classified in accordance with the associated pedestrian traffic and proximity to schools, seniors’ buildings, downtown business areas and high-volume roadways.

The objective is to make the sidewalk as safe as possible, to be reached as soon as possible, after a storm has ended, and normally within (24) hours. The trigger to start plowing operations is 10 cm snow accumulation.

The objective is to treat the icy sidewalk as soon as practicable after becoming aware that the sidewalk is icy, and is accordance with the standard.

There are two maps included in the Appendix “B” that specify which sidewalks have been approved for winter maintenance. Those not shown as being maintained are considered to be closed for the period covered by the Winter Operations Plan.

4.6.10 Parking Lot Service Standards

Parking lots/laneways are classified in accordance with the associated vehicular traffic and proximity to downtown business areas and municipal buildings.

The objective is to make the parking lot as safe as possible, to be reached as soon as possible, after a storm has ended, and normally within (48)

hours. Staff priority will be given to plowing and sanding/salting roadways and sidewalks.

The objective is to treat the icy parking lots/laneways as soon as practicable after becoming aware that the parking lot/laneway is icy, and normally within (16) hours.

There are three maps included in the Appendix "C" that specify which parking lots/laneways have been approved for winter maintenance.

4.6.11 Vulnerable Areas

Currently the salt vulnerable areas within the City of Temiskaming Shores have been identified as:

- The Wabi River particularly at low flow (flows in the Wabi River are controlled by the South Temiskaming Dam and impacts from the discharge of salt laden run off could be more pronounced during these periods);
- Lake Temiskaming
- Moose Creek
- South Wabi Creek
- Mill Creek
- Dickson Creek
- Areas associated with groundwater recharge zones or shallow water table, with medium to high permeability soils; and
- Salt vulnerable vegetation along roadways.

Reducing salt-laden runoff to these areas will be the result of successfully implementing the 4-R's of Salt Management: right material, right amount, right time, right place.

4.6.12 Weather Monitoring

- (1) From October 1 to April 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day, whichever is more frequent, at intervals determined by the municipality.
- (2) From May 1 to September 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once per calendar day.

In order to determine an effective winter event response and allocate the appropriate resources the Corporation of the City of Temiskaming Shores supplements road patrol information with weather information from various sources which includes:

- Observations from municipal staff, communication with staff of adjacent municipalities and MTO contractors.
- Monitoring websites www.theweathernetwork.com
- Staff monitoring pavement temperatures by means of on-board infrared thermometers which are mounted on the patrol and other trucks, and;
- Local Radio Station - CJTT FM 104.5

4.6.13 Communications

All Public Works Department winter maintenance vehicles are equipped with high band radios capable of transmitting and receiving on the following frequencies: transmitting – 170.490 and receiving – 165.885 mhz. Each vehicle is assigned a unique call number and can communicate with other city Public Works vehicles, the Superintendents and the Public Works Clerk located at the Operation Division yard at 200 Lakeshore Road.

Reporting hazards and accidents to the Police, Fire or Ambulance Services can be accomplished through the Public Works Clerk.

The City provides a call service which serves as the main hub for in/outgoing calls from staff, emergency services and the general public

The Call Service:

- Can be reached by calling (705) 647-6220 during business hours
- Can be reached by calling (705) 648-5575 after business hours
- Typical call timings (during winter season) are 24 hours. (Transferred to Patrol Persons Cellular Phone after Regular Hours)
- Is in operation (during winter season) 7 days a week.
- Municipality communicates important information to the public via:
 - CJTT 104.5 FM Radio
 - City Website - www.temiskamingshores.ca
 - Public Works Facebook Page

4.6.14 Call Out Procedures

Operational decisions will be made by the Superintendent of Transportation Services or his/her designate with the aid of available forecasting, Level of Service policy, patrolling etc. However, it should be emphasized that decisions will be subjective and external input, whether in this plan or elsewhere, merely acts as an aid in determining if a call out of staff and equipment by the Supervisor or Patrol Person to respond to a winter event is warranted. It is vital therefore that the Supervisor or Patrol Person records the prevalent conditions and relevant information when he/she makes a decision.

The Patrol Person shall inform the Supervisor of changing of road and weather conditions observed in the field. When a winter event response is required the Supervisor or his/her designate will contact the Crew Leader by radio or cellular phone. The Supervisor or his/her designate will contact staff as per the shift schedule and direction given by the Supervisor or his/her designate. In the absence of the Superintendent, the Superintendent of Environmental Services, Manager of Environmental Services or the Manager of Transportation Services shall be his/her designate and initiate a call out in response to a winter event.

Call-out Chart

Forecast	Call-out Response			
Storm Severity	Class 2	Class 3	Class 4	Class 5
Less than 10 cm	Call-out plow operations near end of storm or when 5 cm of snowfall has accumulated If roads become slippery combination sander unit shall apply salt and/or sand as road temperature dictates.	Call-out plow operations near end of storm or when 8 cm of snowfall has accumulated and maintain collector routes with plow / spreader combination unit. No call-out of sander unless roads become slippery	Call-out plow operations near end of storm only if 8 cm of snow fall has accumulated and maintain collector routes with plow / spreader combination unit. No call-out of sander unless roads become slippery	Call-out plow operations near end of storm only if 10 cm of snowfall has accumulated No call-out of sander unless roads become slippery
More than 10 cm	Call-out plow operations when 5 cm of snow has accumulated. If roads become slippery combination sander unit shall apply salt and/or sand as road temperature dictates.	Call-out plow operations when 8 cm of snow has accumulated. Re-schedule a full plow call-out shift for the next morning. No call-out of sander unless roads become slippery	Call-out plow operations when 8 cm of snow has accumulated. Re-schedule a full plow call-out shift for the next morning. No call-out of sander unless roads become slippery	Call-out plow/spreader truck when 10 cm of snow has accumulated. Reschedule a full plow call-out shift for the next morning. No call-out of sander unless roads become slippery
Sleet and freezing rain	Call-out combination plow/sander units if road conditions permit	Call-out sander if road conditions permit	Call-out sander if road conditions permit	Call-out sander if road conditions permit

4.6.15 Road Closure Procedure

In the event a specific road must be closed due to a severe winter storm, appropriate signs will be placed to close the road. Rb-92 Road Closed Signs on portable stands, TC-54 flexible drums and barricades will be available at the New Liskeard Main Complex.

Upon receiving a request from the Ontario Provincial Police or the Manager of Transportation Services to close a road to traffic, the Supervisor or his/her designate will organize manpower and equipment to place the signs and barricades. The Supervisor or his/her designate will contact the Works Clerk and request that a media release (Appendix E) be sent to the local news and radio stations advising of the road closure.

Roads will be deemed to be closed once the signs and barricades are placed. When it is physically impossible to place signs and barricades to close a road, the Supervisor or his/her designate will advise the Ontario Provincial Police and the Manager of Transportation Services of the situation and arrange to send the media release.

4.7.0 Decommissioning Winter Operations

After the winter season (identified in 4.3.0) expires Corporation of the City of Temiskaming Shores undertakes the following tasks to decommission winter operations.

4.7.1 Two Weeks After the Winter Season Ends

Two weeks after the winter season ends;

1. Cease regularly scheduled winter night patrols;
2. Continue monitoring weather forecasts. Assign night patrol shift if forecast indicates an overnight winter event is probable.
3. Decommission 50 % of the fleet.

4.7.2 One Month After the Winter Season Ends

One month after the winter season ends;

1. Cease all winter highway maintenance operations
2. Decommission the remainder of the equipment providing weather forecasts warrant the decommissioning.

4.8.0 Training

The Corporation of the City of Temiskaming Shores will maintain a comprehensive winter maintenance training program that demonstrates the purpose and value of new and existing procedures and ensure that personnel are competent to carry out their duties.

All Public Works Department staff directly involved in winter maintenance will be required to participate in courses to provide assurance of the competency level for all operators.

The Winter Operations Training program is comprised of the following modules:

- Equipment Circle Check
- Equipment Calibration
- Record Keeping
- Health and Safety
- Level of Service - policies, practices and procedures
- Identification of Plow Routes - including variations for year to year and issues identified along the route
- De-icing chemicals - application rates, storage and handling
- Identification of road salt vulnerable areas and the procedures to follow in those areas
- Yard and Equipment maintenance

4.9.0 Record Keeping

Full and accurate completion of the documents listed below, according to the applicable procedures, ensures that the municipality is protected from liability by providing solid documentation that procedures have been followed.

The Public Works Department will maintain an annual log that contains total quantities of sand and salt usage along with weather data reports. Shift reports shall comprise of the following:

The date will be recorded as Day/Month/Year. It will be written in a numerical format (dd/mm/yy). The time shall be documented using the 24-hour clock format, and will be notarized (print and sign name) by the person(s) completing the report.

- (a) Areas maintained;
- (b) Material used (sand and/or salt);

- (c) Quantities of material used;
- (d) Shift hours; and
- (e) Pavement and air temperature

Always retain the original copy of documents regardless of their appearance. Writing must be legible for others to read and written in ink. Stains or dirt on the documents is not an issue. If a document requires correction then a line is to be placed through the incorrect information without making it illegible and continue writing on the original document. Initial corrections or change in the colour of ink in a case where you change writing pens.

Records will be completed daily and forwarded to the Works Clerk upon completion, for retention.

5.0 Plan Improvement

The current winter maintenance policies, practices and procedures form the baseline or benchmark upon which improvements can be made to improve winter operations and/or the use and management of road salt. Over the next ten years the Corporation of the City of Temiskaming Shores plans to undertake the improvements as listed in Table 1. This list will be reviewed and updated annually.

6.0 Monitoring and Updating

The purpose of monitoring and updating is to provide a basis for continuous improvement of the winter operations plan and the winter maintenance policies, practices and procedures of the Corporation of the City of Temiskaming Shores.

At the end of the winter season, as identified in 4.3.0, a meeting to review winter operations will be held each year with all winter operations staff to itemize all issues that arose during the winter season and discuss how these issues may be resolved. Prior to the start of the next winter season and with sufficient lead time to implement any changes, the Corporation of the City of Temiskaming Shores shall train staff on the changes to equipment and/or winter maintenance policies, practices, and procedures.

The winter season of 2015/16 will be the benchmark year. Year over year achievement using the performance measures listed below will be measured against said benchmark year. Performance measures will be used to determine whether or not the objectives of the Winter Operations Plan and/or winter maintenance policies, practices, and procedures have been met.

Monitoring the severity of the winter season:

- % change (+/-) in the total annual cm of snow accumulation from the benchmark year

- % change (+/-) in the total number of days with measurable snowfall from the benchmark year
- % change (+/-) in the total number of days with freezing rain from the benchmark year
- % change (+/-) in the total number of continuous winter event responses from the benchmark year
- % change (+/-) in the total number of spot winter event response from the benchmark year

Monitoring the salt used:

- % change (+/-) in the total number of winter event hours from the benchmark year
- % change (+/-) in the total tonnes of salt purchased annually from the benchmark year
- % of applications where discharge rates exceeded
- % change (+/-) in the total tonnes of salt applied annually per system km per winter event

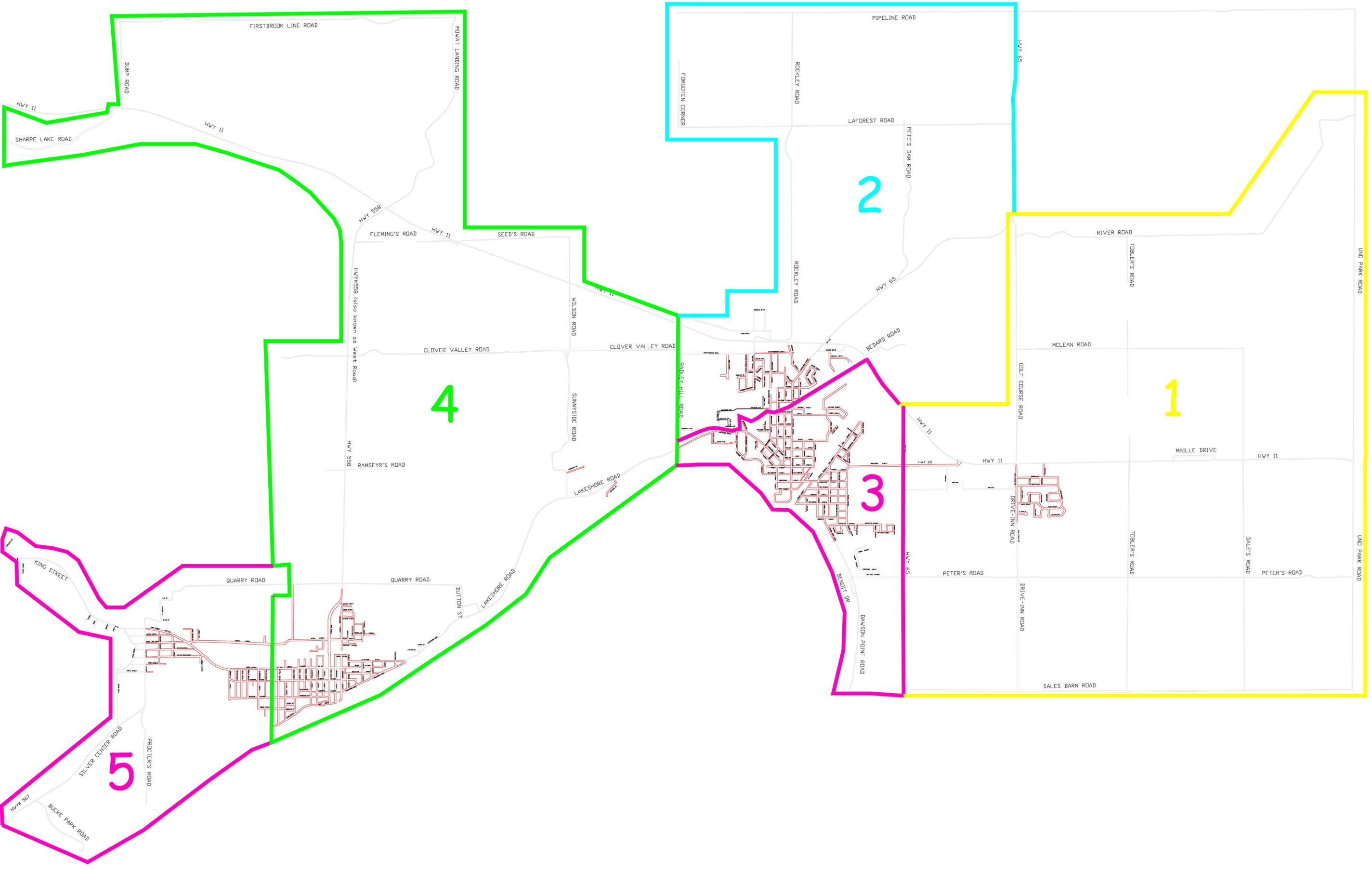
Ensuring customer satisfaction:

- % change (+/-) in the total number of winter event responses that meet or exceed the level of service policy from the benchmark year
- % change (+/-) in the total number of complaints received regarding winter operations from the benchmark year

7.0 Notes

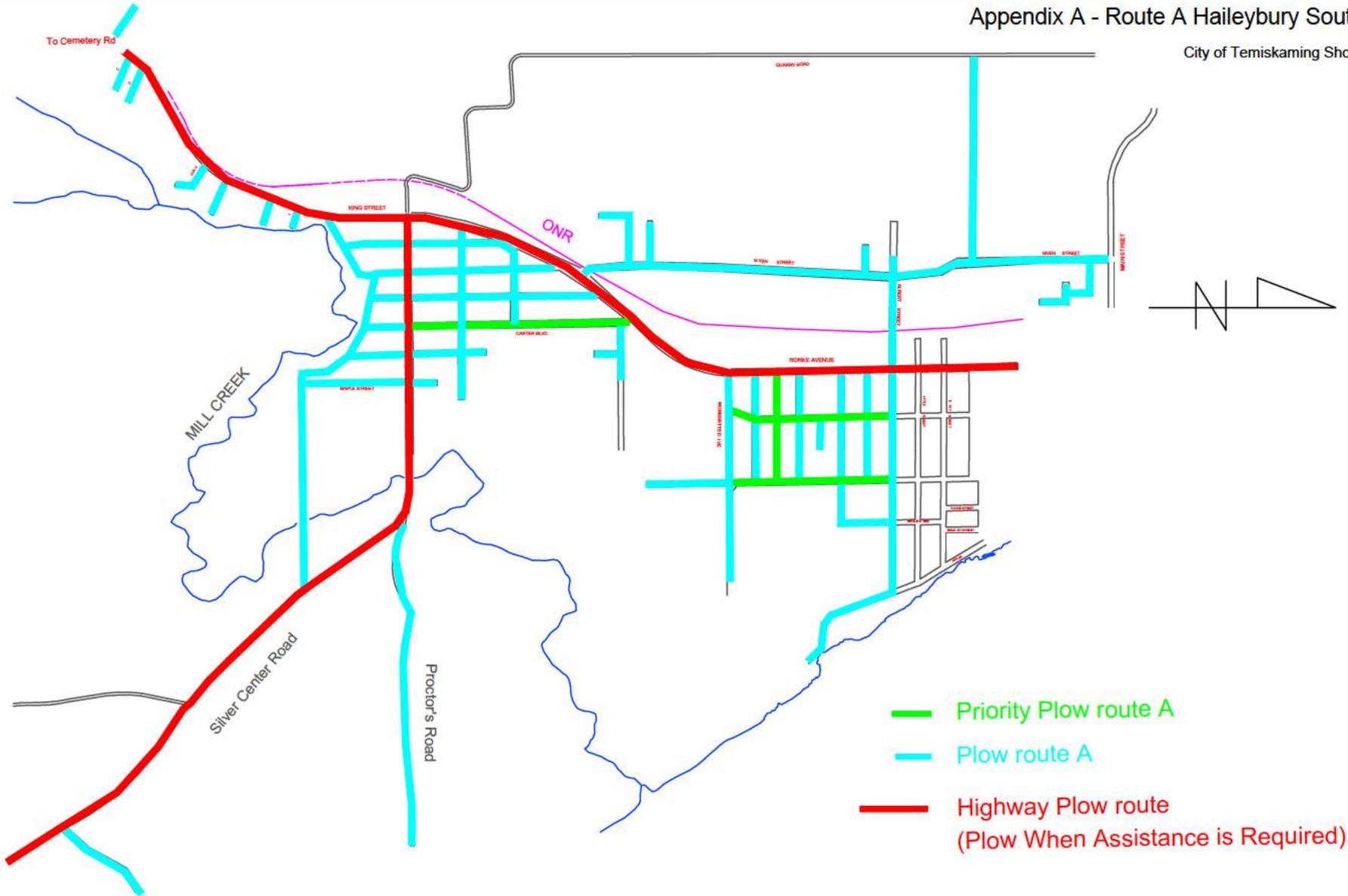
- It is acknowledged that conditions may occur which temporarily prevent achieving the levels of service as detailed in this document. In such cases, attempts will be made to keep Class 2 & 3 roads as clear as possible by utilizing all maintenance equipment at maximum efficiency.
- Winter operations will continue until the prescribed level of service is achieved where conditions permit. Should conditions not permit accomplishment of the prescribed level of service, operations shall continue as required to maintain as good a driving service as possible.
- The order of priority for winter maintenance operations during a storm is Class 2 through Class 6 roads and Priority 1 then Priority 2 sidewalks. Sidewalks will be plowed at the same time as roads if and whenever possible.

Appendix A – Plow Routes



Appendix A - Route A Haileybury South

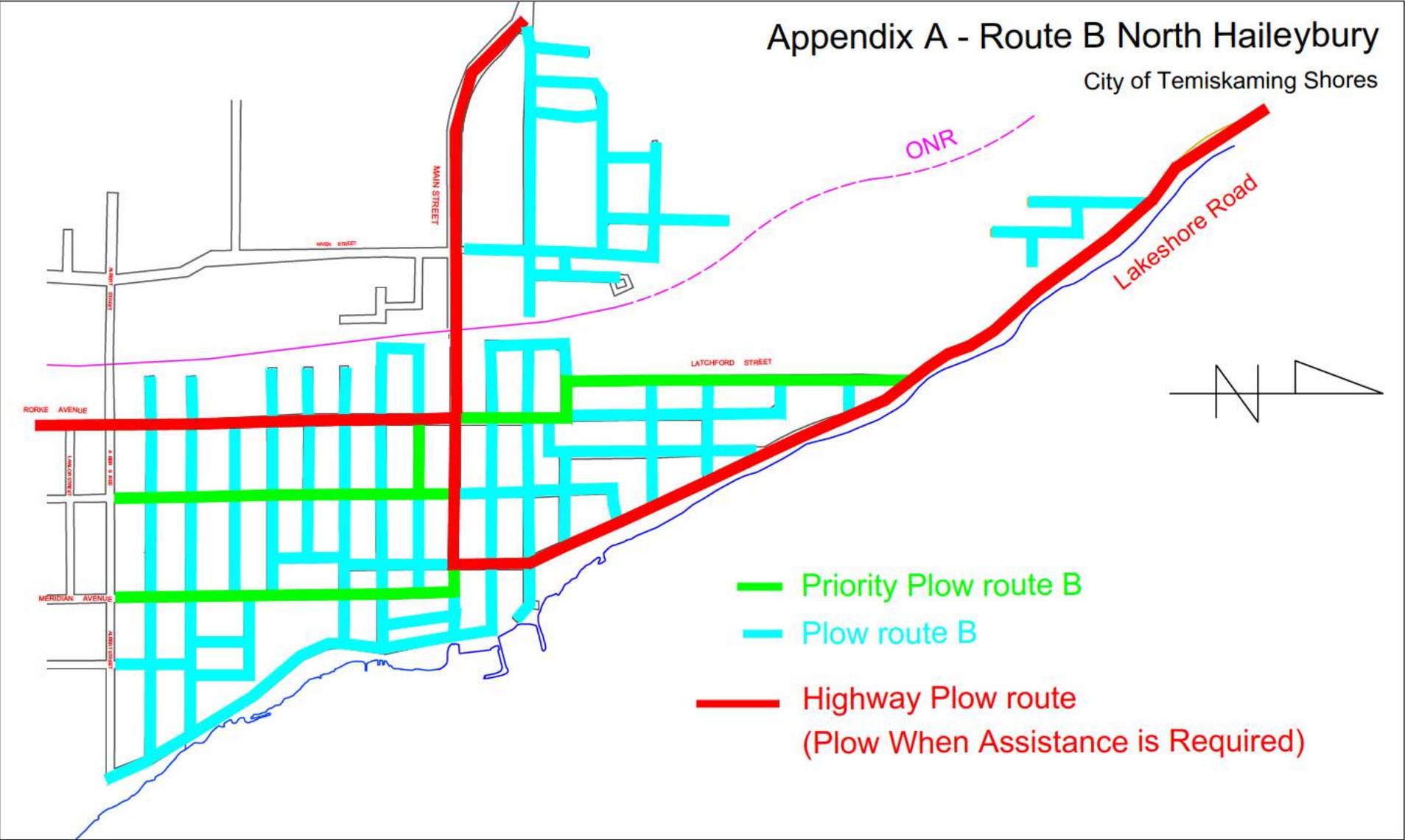
City of Temiskaming Shores



- Priority Plow route A
- Plow route A
- Highway Plow route
(Plow When Assistance is Required)

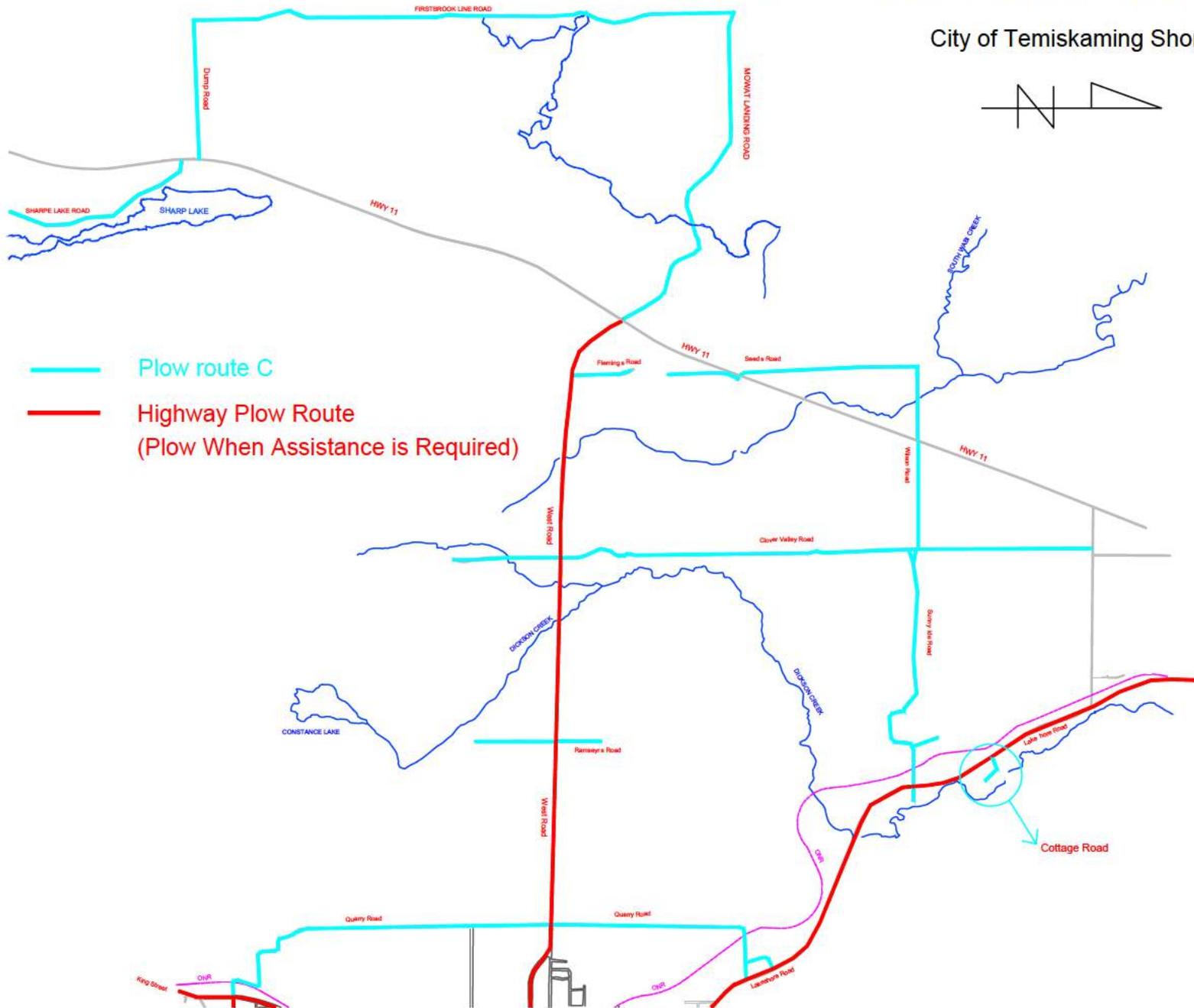
Appendix A - Route B North Haileybury

City of Temiskaming Shores



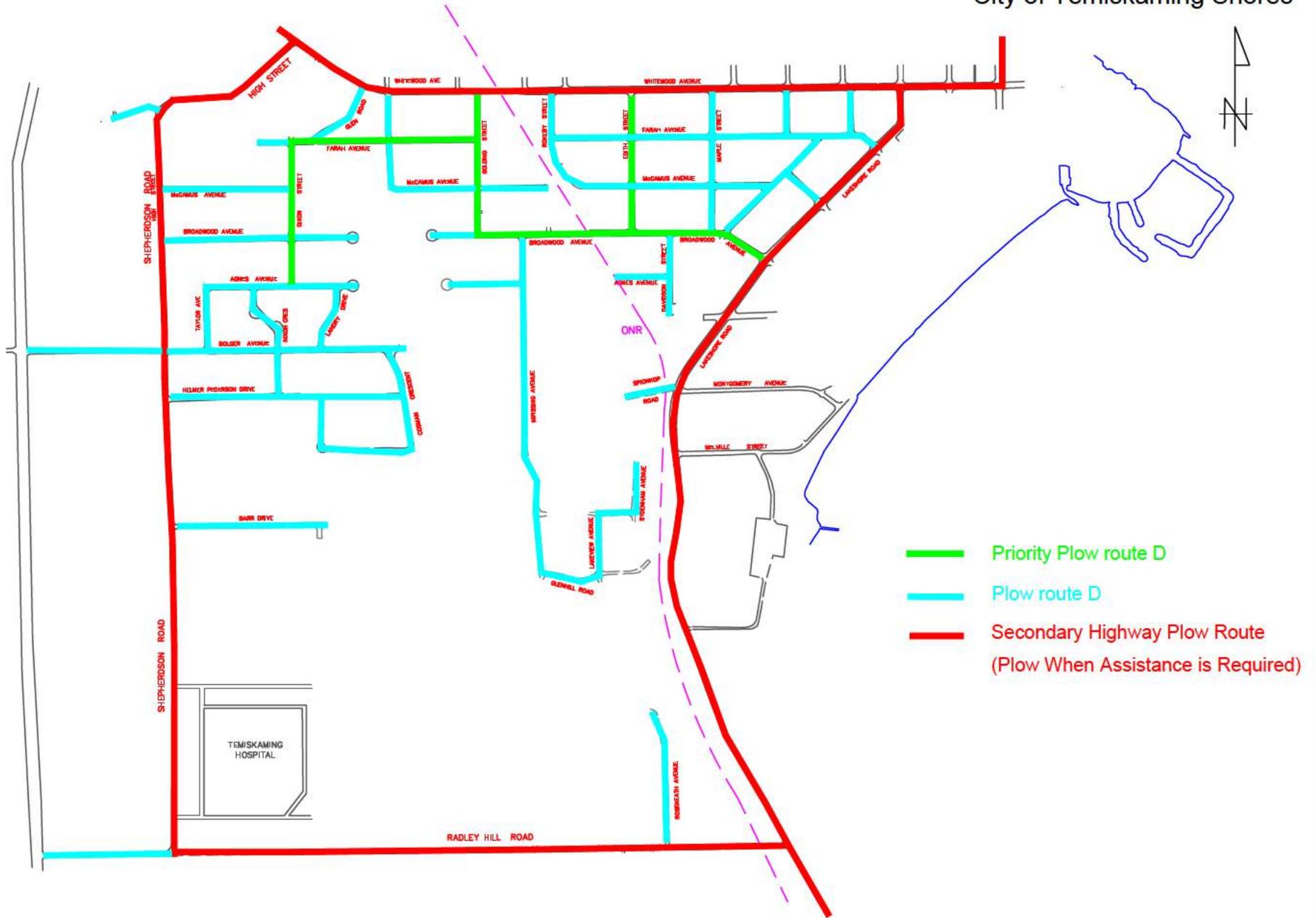
Appendix A - Route C West Haileybury

City of Temiskaming Shores



-  Plow route C
-  Highway Plow Route
(Plow When Assistance is Required)

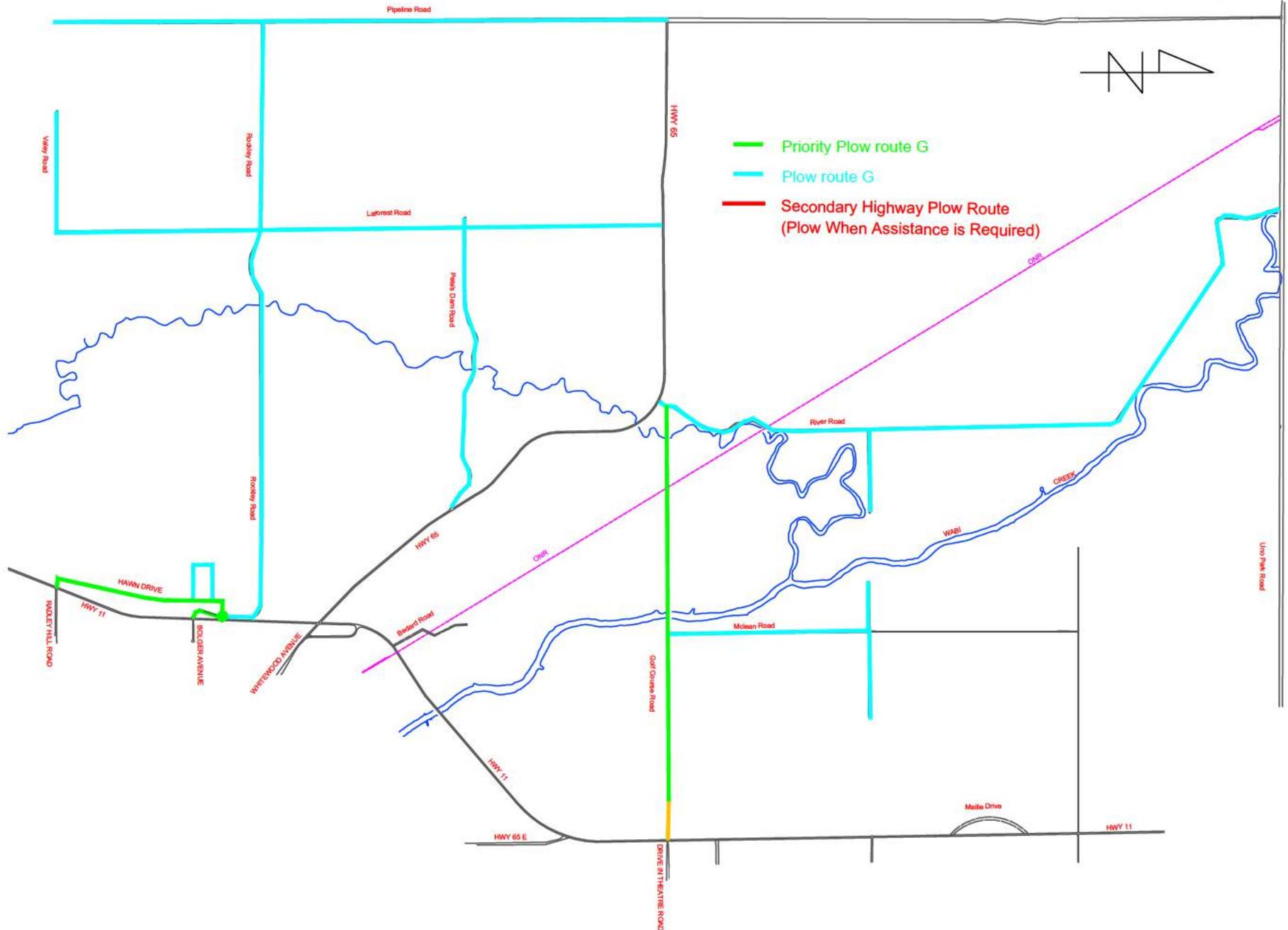
Appendix A - Route D South New Liskeard City of Temiskaming Shores



-  Priority Plow route D
-  Plow route D
-  Secondary Highway Plow Route
(Plow When Assistance is Required)

Appendix A - Route G West Dymond

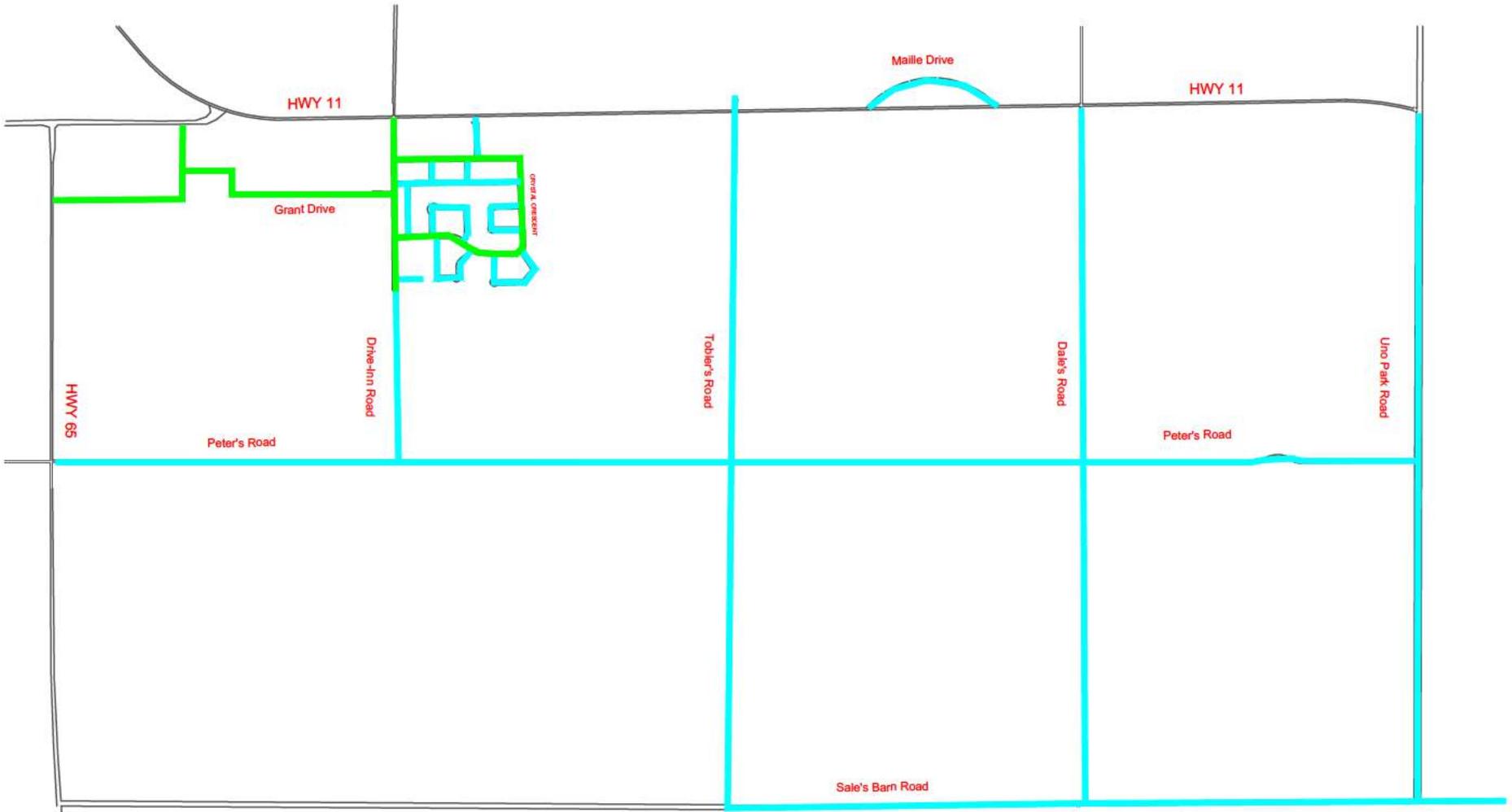
City of Temiskaming Shores



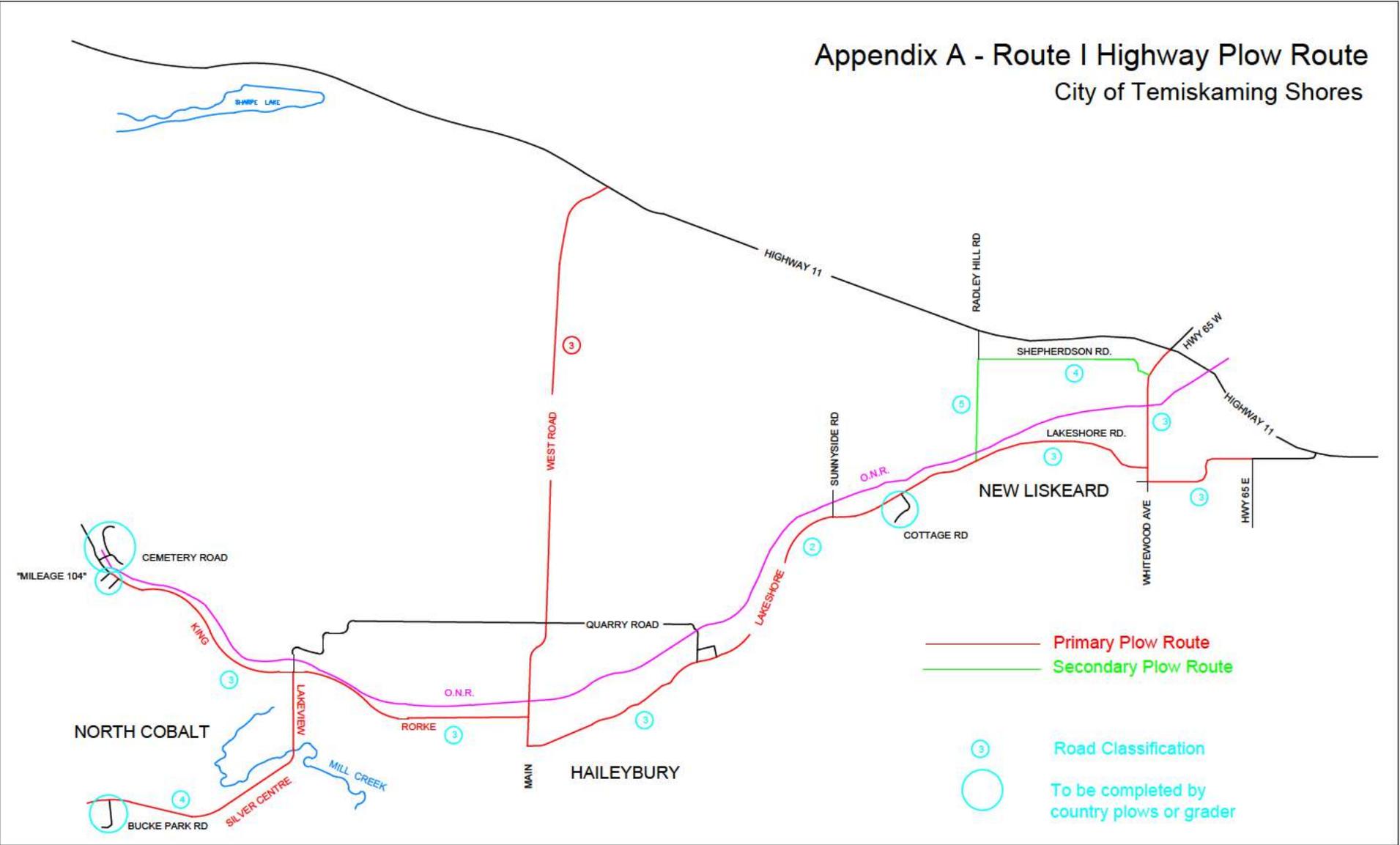
Appendix A - Route H East Dymond

City of Temiskaming Shores

- Priority Plow route H
- Plow route H

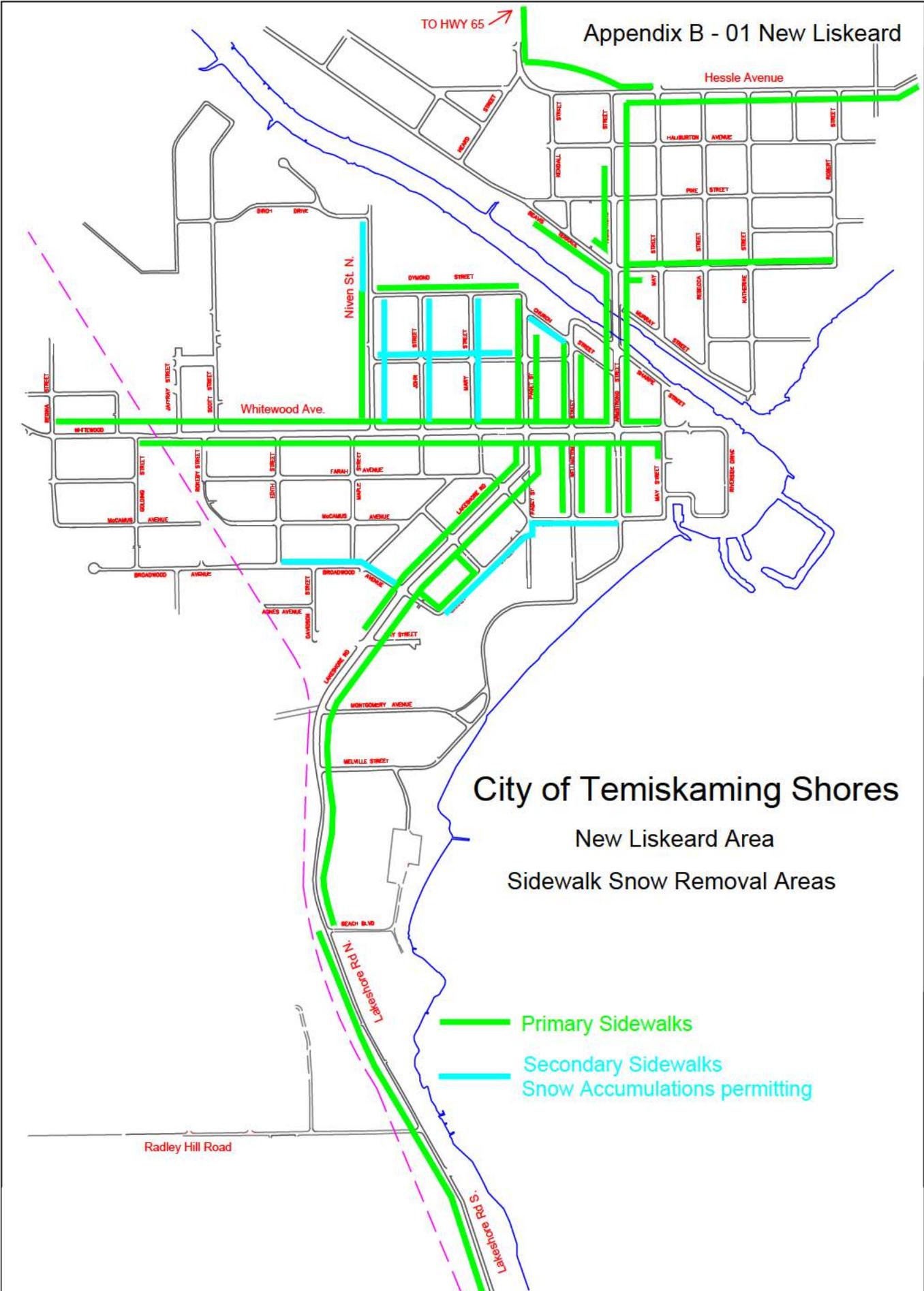


Appendix A - Route I Highway Plow Route City of Temiskaming Shores



Appendix B – Sidewalk Routes

Appendix B - 01 New Liskeard



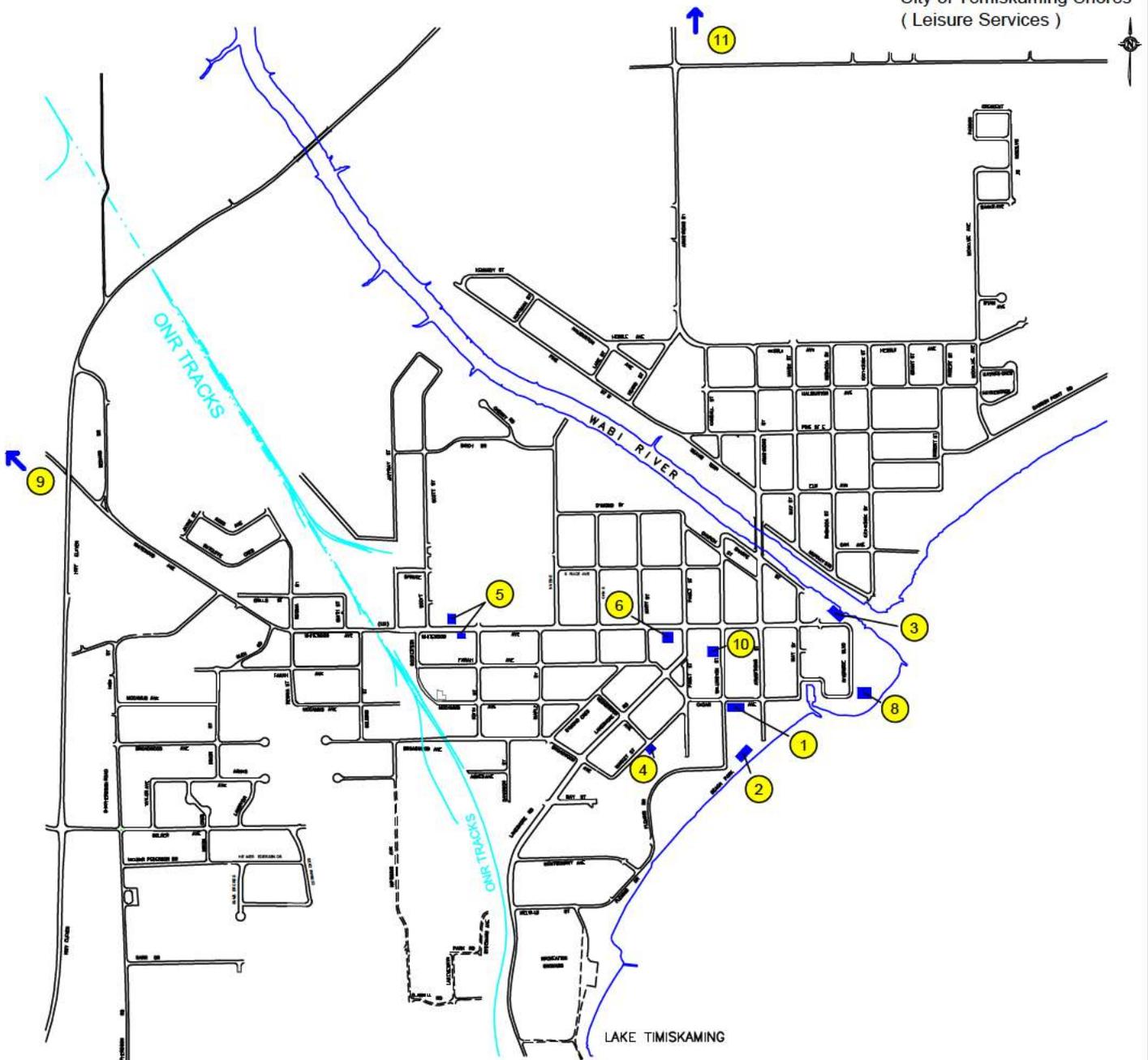
City of Temiskaming Shores

New Liskeard Area

Sidewalk Snow Removal Areas

- Primary Sidewalks
- Secondary Sidewalks
Snow Accumulations permitting

Appendix C – Lots & Lanes

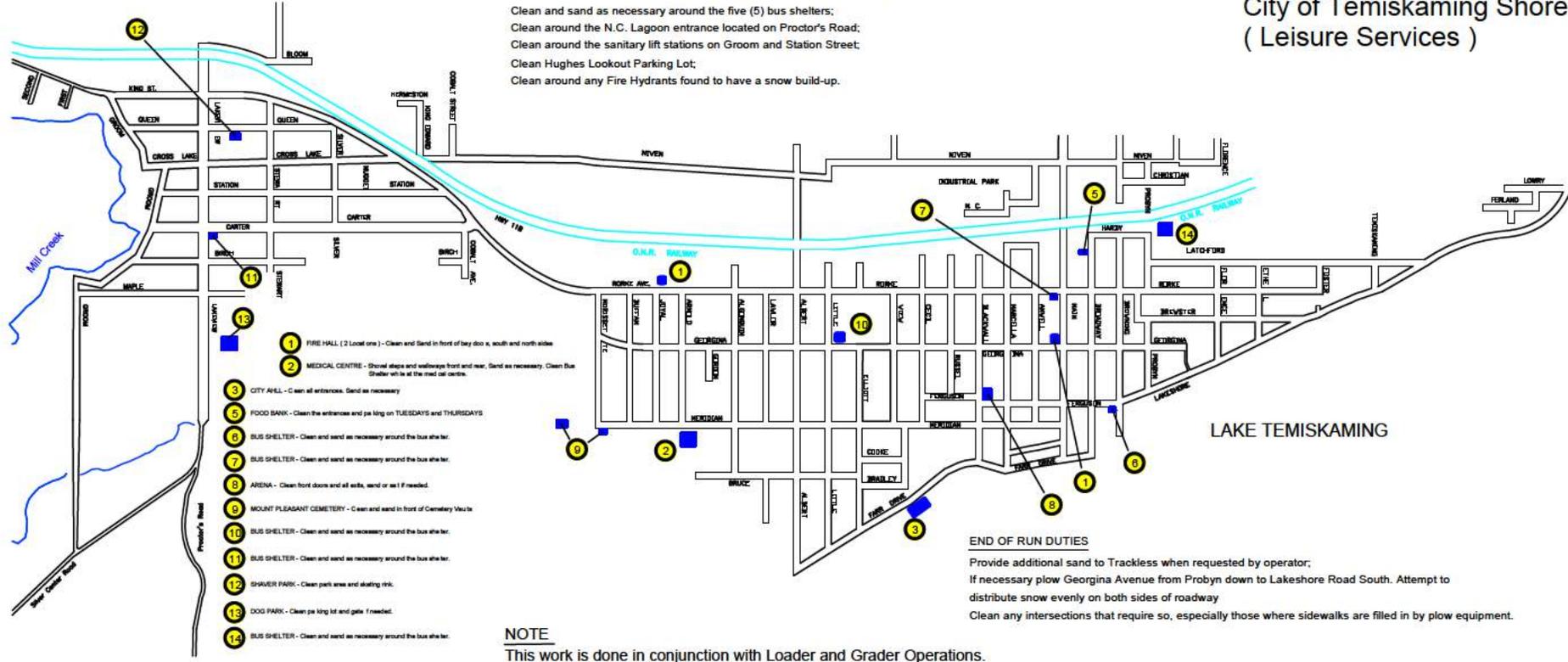


- ① ARENA - Clean front doors and all exits, sand or salt if needed.
- ② POOL FITNESS - Clean front steps and all exits from back deck over to restaurant, sand or salt front steps.
- ③ RIVERSIDE PLACE - Clean front of entire length of building, all exists and turn around. Sand or salt if needed.
- ④ BUS SHELTER - Clean and sand if necessary around bus shelter.
- ⑤ LIBRARY/BUS SHELTER - Clean all exists, sand or salt if needed and around bus shelter.
- ⑥ COMMUNITY HALL - Clean all exits and fire routes, boiler room and Cancer Care door at south end, Legion sidewalk on east side, sand or salt if needed.
- ⑧ NL MARINA - Clean front doors and parking lot. Sand and salt as needed.
- ⑨ PETE'S DAM PARK - Clean parking lot.
- ⑩ FIRE HALL - Clean all exits, overhead doors, sand or salt if needed.
- ⑪ DYMOND - Drive In Theatre Rd
 COMMUNITY HALL / FIRE HALL - Clean all exits, overhead doors, sand or salt if needed.
 WALMART/BUS SHELTER - Clean and sand if necessary around bus shelter.

Appendix C - 03 Haileybury 4 x 4 Plow Truck City of Temiskaming Shores (Leisure Services)

AREAS THAT CAN BE DONE A DAY OR TWO FOLLOWING A STORM

- Clean and sand as necessary around the five (5) bus shelters;
- Clean around the N.C. Lagoon entrance located on Proctor's Road;
- Clean around the sanitary lift stations on Groom and Station Street;
- Clean Hughes Lookout Parking Lot;
- Clean around any Fire Hydrants found to have a snow build-up.



- 1 FIRE HALL - (2 Local one) - Clean and Sand in front of bay doors, south and north sides
- 2 MEDICAL CENTRE - Showal steps and walkways front and rear, Sand as necessary. Clean Bus Shelter with salt at the med. centre.
- 3 CITY HALL - Clean all entrances. Sand as necessary
- 4 FOOD BANK - Clean the entrances and parking on TUESDAYS and THURSDAYS
- 5 BUS SHELTER - Clean and sand as necessary around the bus shelter.
- 6 BUS SHELTER - Clean and sand as necessary around the bus shelter.
- 7 BUS SHELTER - Clean and sand as necessary around the bus shelter.
- 8 ARENA - Clean front doors and all exits, sand or salt if needed.
- 9 MOUNT PLEASANT CEMETERY - Clean and sand in front of Cemetery Vault
- 10 BUS SHELTER - Clean and sand as necessary around the bus shelter.
- 11 BUS SHELTER - Clean and sand as necessary around the bus shelter.
- 12 SHAWER PARK - Clean park area and skating rink.
- 13 DOG PARK - Clean parking lot and gate if needed.
- 14 BUS SHELTER - Clean and sand as necessary around the bus shelter.
- 15 BUS SHELTER - Clean and sand as necessary around the bus shelter.

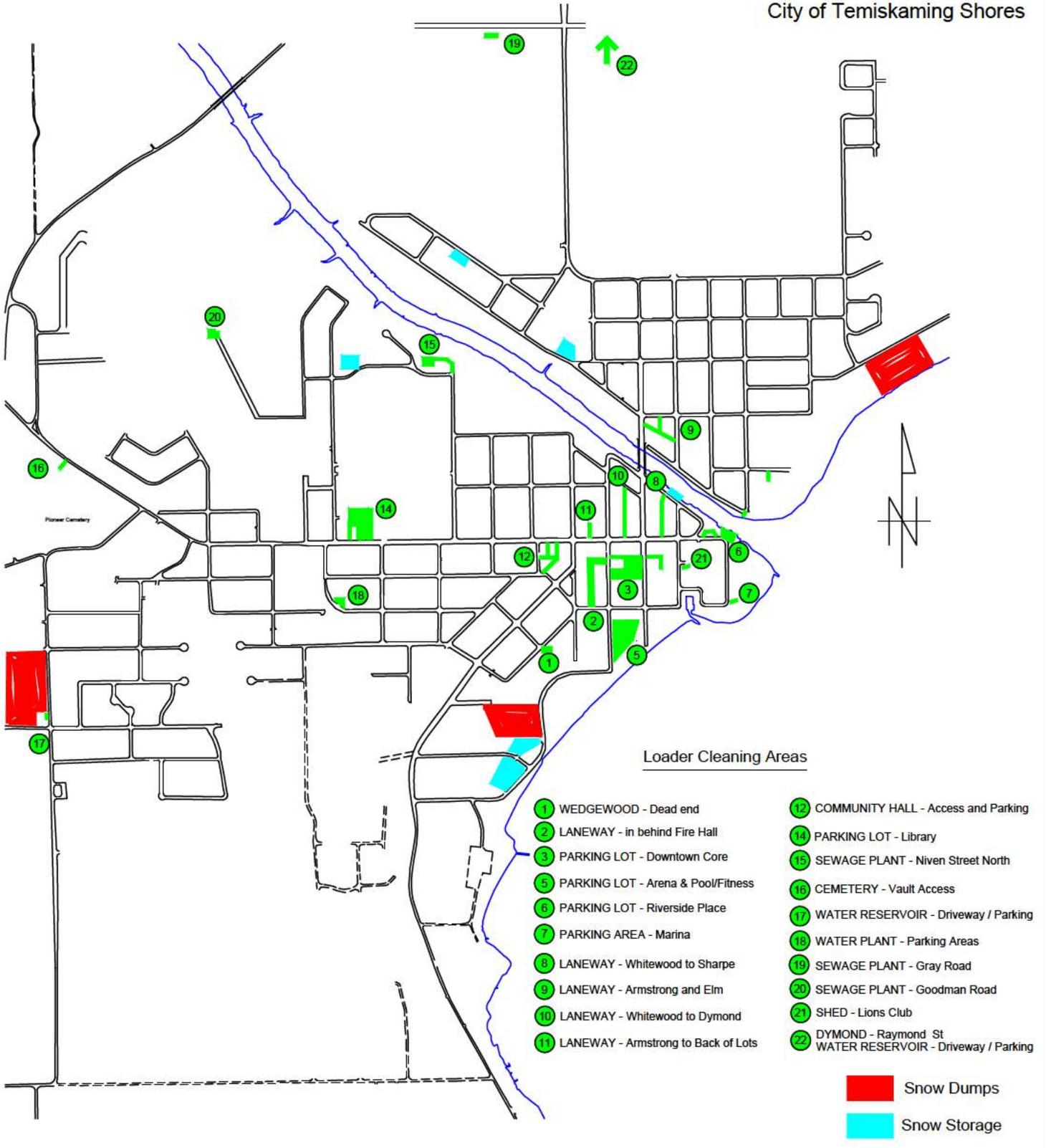
END OF RUN DUTIES

- Provide additional sand to Trackless when requested by operator;
- If necessary plow Georgina Avenue from Probyn down to Lakeshore Road South. Attempt to distribute snow evenly on both sides of roadway
- Clean any intersections that require so, especially those where sidewalks are filled in by plow equipment.

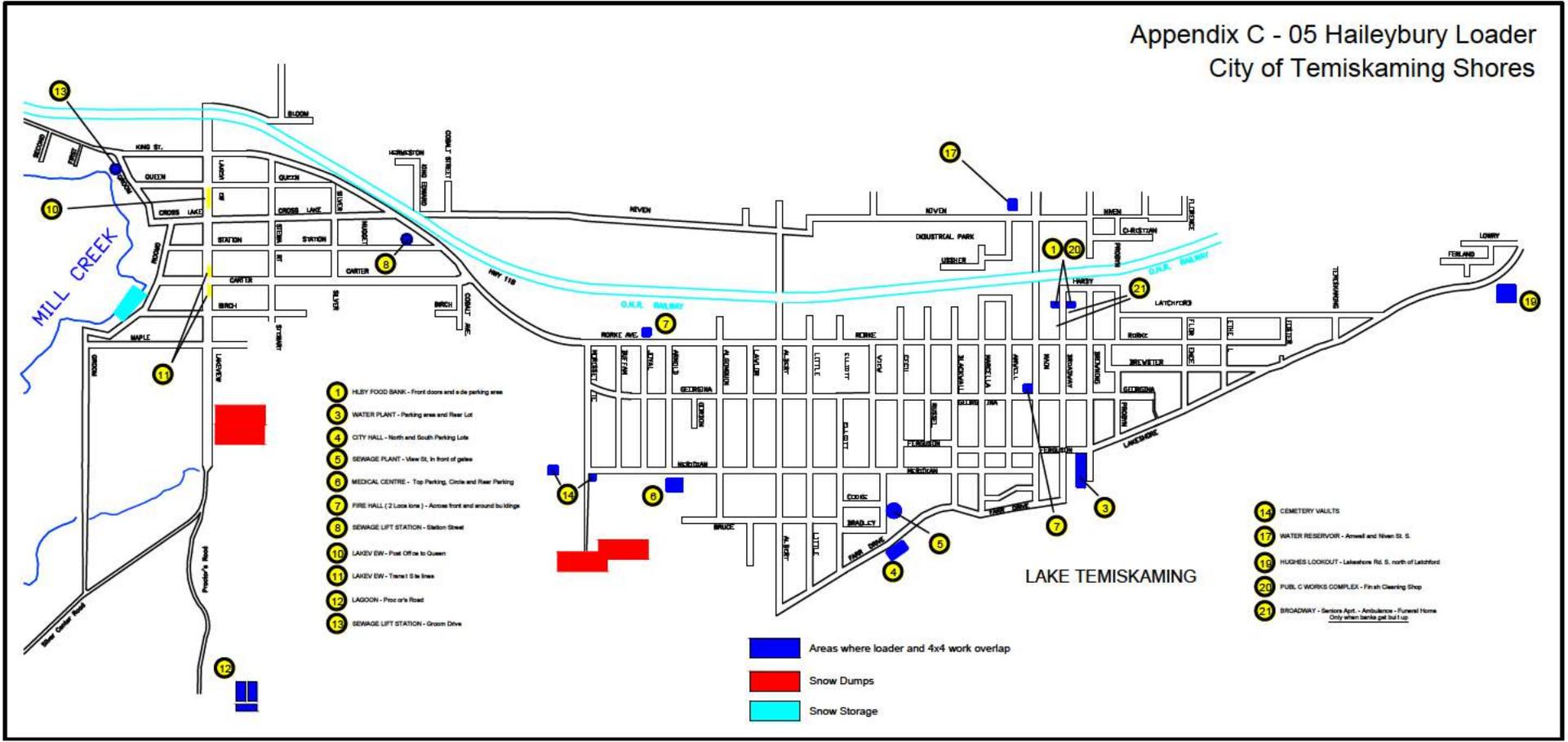
NOTE

This work is done in conjunction with Loader and Grader Operations.

Appendix C - 04 New Liskeard Loader / Snow Dumps
 City of Temiskaming Shores



Appendix C - 05 Haileybury Loader City of Temiskaming Shores

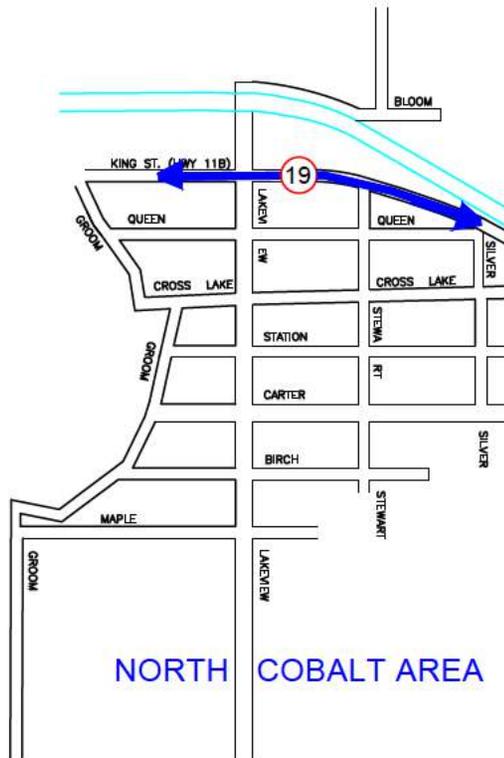
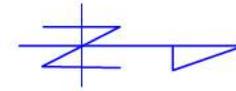


Appendix D – Snow Removal

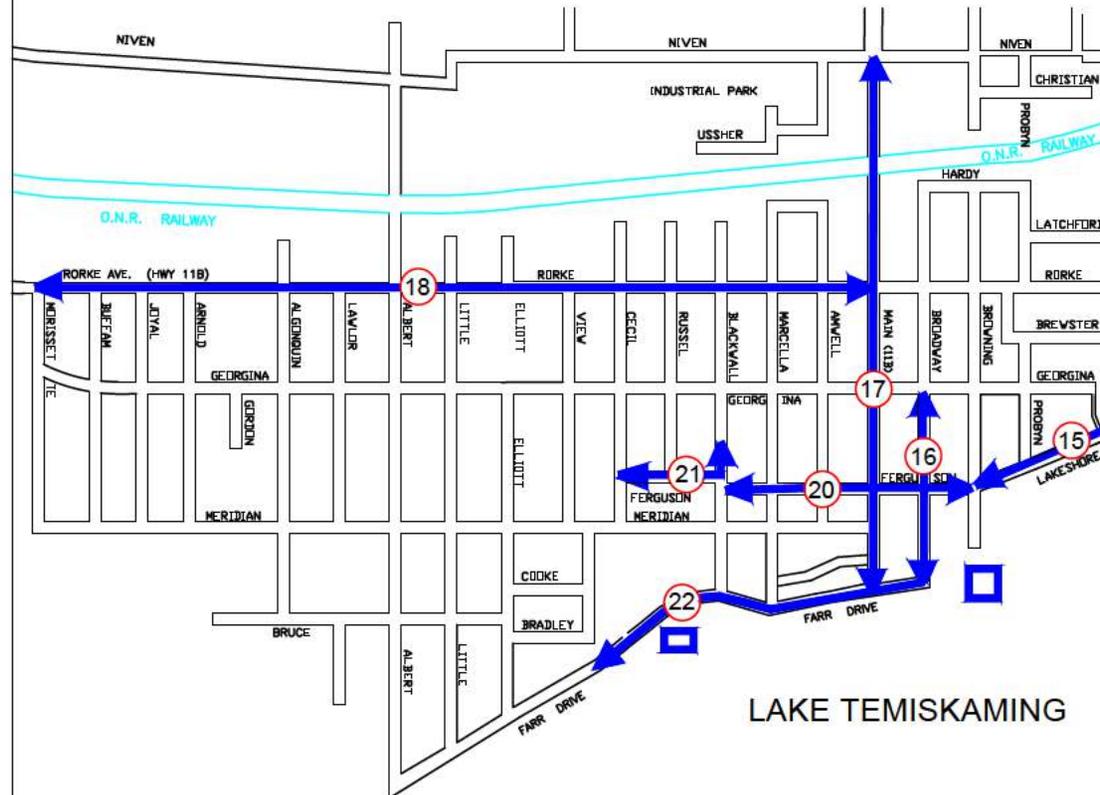
Appendix D - 02 Haileybury Snow Removal Program
City of Temiskaming Shores

REMOVAL PRIORITY

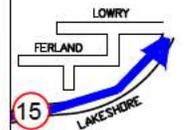
HAILEYBURY AREA



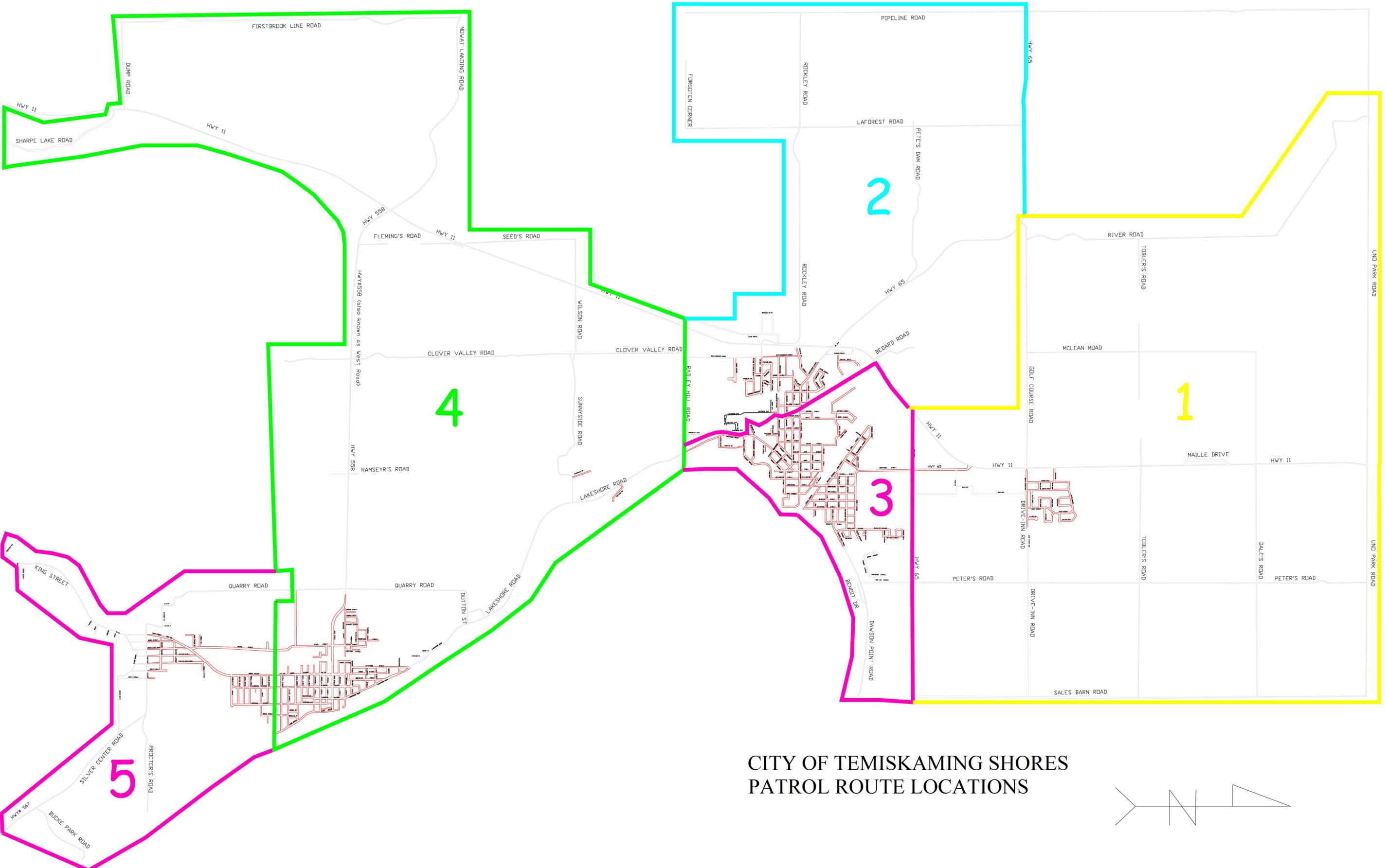
NORTH COBALT AREA



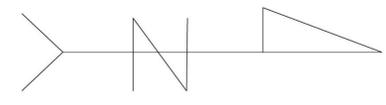
LAKE TEMISKAMING



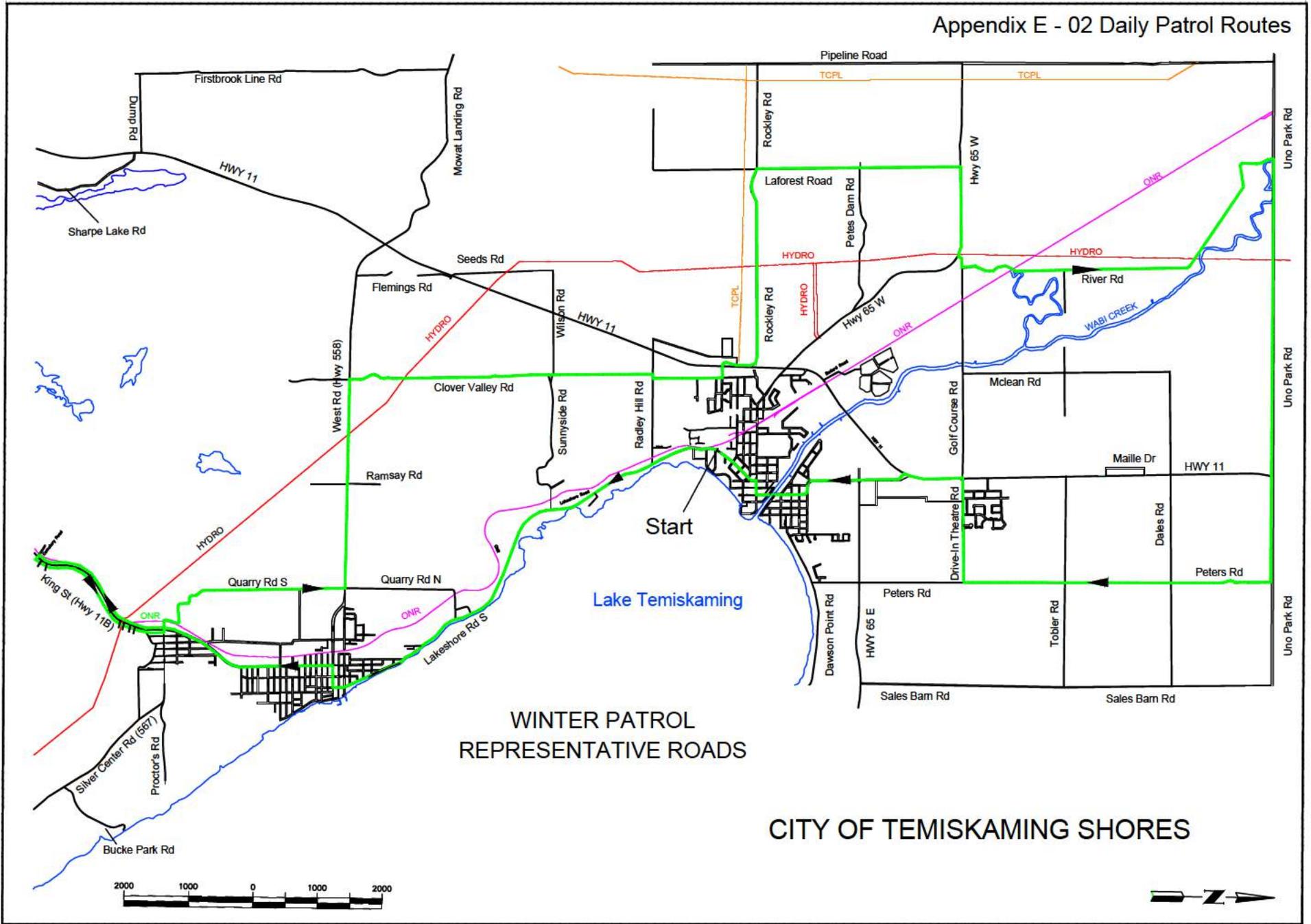
Appendix E – Patrols



CITY OF TEMISKAMING SHORES
PATROL ROUTE LOCATIONS



Appendix E - 02 Daily Patrol Routes



WINTER PATROL
REPRESENTATIVE ROADS

CITY OF TEMISKAMING SHORES



Work Order Request

City of Temiskaming Shores
Public Works Department
325 Farr Drive – City Hall
P.O. Box 2050
Haileybury, ON P0J 1K0

Work Order No.: **WO-2023 - _____**

To: _____
Date: _____

From: _____

Description of Work Requested

How Identified:	Date:	Time:

Special Considerations

Signature: _____

Deadline for completion: _____

Description of Work Performed

Repairs Performed by:	<input type="checkbox"/> As Noted Above	
	<input type="checkbox"/> As Described Below	
Supervisor (print):	Signature:	Completion Date:



Media Release - Road Closed

Date: _____ Time: _____

For Immediate Release

Due to a severe winter storm Ontario Provincial Police advise that the following roads in Corporation of the City of Temiskaming Shores are impassable due to drifting and blowing snow and have been closed to traffic.

Road Name	From	To

The Ontario Provincial Police advise that these roads will remain closed until the storm subsides and driving conditions improve.

For further Information, contact the City of Temiskaming Shores Public Works Department at 705-647-6220.

Appendix F – By-laws



The Corporation of the City of Temiskaming Shores

Excerpt from By-law No. 2012-101

**Being a by-law to Regulate Traffic and Parking of
vehicles in the City of Temiskaming Shores**

Section 5.9 of Schedule "A" to By-law No. 2012-101

Prohibition - Overnight Parking – Offence

No *person* shall *stop, stand or park* a *vehicle* on any *street* or *City* owned *parking lot* between the hours of 12:00 a.m. to 7:00 a.m. during the period of November 1st in one year to March 31st of the next year.

Certified True Copy
City of Temiskaming Shores

A handwritten signature in black ink, appearing to read "Logan Belanger".

Logan Belanger
Municipal Clerk

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

BY-LAW NO. 2009-159

**BEING A BY-LAW TO REGULATE THE REMOVAL AND RELOCATION OF SNOW
WITHIN THE CITY OF TEMISKAMING SHORES**

WHEREAS the Council of the Corporation of the City of Temiskaming Shores deems it necessary and expedient to pass a By-law to regulate the removal and relocation of snow within the City of Temiskaming Shores;

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

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

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

AND WHEREAS Section 10(2) 6 of the Municipal Act, S.O. 2001, c. 25, as amended, authorizes Council to pass bylaws respecting the health, safety and well-being of persons;

AND WHEREAS Section 27 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides a municipality may pass by-laws with respect to highways over which it has jurisdiction;

AND WHEREAS Section 128 (1) of the Municipal Act, S.O. 2001, c. 25, as amended, provides that a municipality may prohibit with respect to public nuisances, including matters that, in the opinion of Council, are or could become or cause public nuisances;

AND WHEREAS Section 425(1) of the Municipal Act, S.O. 2001, c. 25, as amended, provides a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality passed under the Act is guilty of an offence;

AND WHEREAS Section 429(1) of the Municipal Act, S.O. 2001, c. 25, as amended, provides a municipality may establish a system of fines for offences under a by-law of the municipality passed under the Act ;

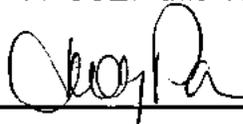
AND WHEREAS Section 446(1) of the Municipal Act, S.O. 2001, c. 25, as amended, provides that if a municipality has the authority under any Act or under a by-law under any Act to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense;

AND WHEREAS Section 446(3) of the Municipal Act, S.O. 2001, c. 25, as amended, provides that a municipality may recover costs of doing a matter or thing under subsection (1) from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as taxes.

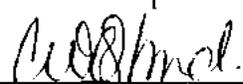
NOW THEREFORE the Council of the Corporation of the City of Temiskaming Shores hereby enacts as follows:

1. That Council adopts a by-law to regulate the removal and relocation of snow within the City identified as Schedule "A", attached hereto and forming part of this by-law;
2. That all by-laws respecting the removal, relocation and disposal of snow enacted by the former Town of Haileybury (more specifically By-law 94-6), the former Town of New Liskeard (more specifically By-law 1319), the former Township of Dymond (more specifically By-law 1355) and amendments thereto, are hereby repealed.
3. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the By-law and schedule, after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law.
4. That this By-Law shall come into force and take effect on the date of its final passing.

Read a **FIRST, SECOND and THIRD TIME** and **FINALLY PASSED** this 15th day of December, 2009.



Mayor



Clerk

CORPORATION OF THE CITY OF TEMISKAMING SHORES

SCHEDULE "A" TO BY-LAW NO. 2009-159

**BEING A BY-LAW TO REGULATE REMOVAL AND RELOCATION OF SNOW IN THE
CITY OF TEMISKAMING SHORES**

INDEX

PART 1 – GENERAL PROVISIONS

SECTION		PAGE
1.1	Short Title	1
1.2	Scope	1
1.3	Enforcement	1
1.4	Conflicts with other By-law	1

PART 2 - DEFINITIONS

SECTION		PAGE
2.1	By-law Enforcement Officer	1
2.2	City	1
2.3	City Property	1
2.4	Council	1
2.5	Municipality	1
2.6	Person	1
2.7	Police Officer	2
2.8	Private Property	2
2.9	Provincial Offences Act	2
2.10	Sidewalk	2
2.11	Street	2

PART 3 – REGULATIONS

SECTION		PAGE
3.1	Deposit of Snow	2
3.2	Re-Deposit of Snow	2

PART 4 – PENALTIES

SECTION		PAGE
4.1	General Penalties	3

PART 5 – VALIDITY

SECTION		PAGE
5.1	Validity of By-law	3

SCHEDULES AND DISCRPTION

APPENDIX		PAGE
1	Set Fines For By-law 2009-159	4

**PART 1
GENERAL PROVISIONS**

SECTION

1.1 Short Title

This By-Law shall be cited as the "Snow Removal By-law".

1.2 Scope

The provisions of this By-law shall apply to all property within the geographic limits of the City of Temiskaming Shores, except where otherwise provided.

1.3 Enforcement

This By-law shall be enforced by a *By-law Enforcement Officer* or a *Police Officer*.

1.4 Conflicts with other by-law

Where a provision of this By-law conflicts with a provision of another by-law in force in the City of Temiskaming Shores, the provisions that establishes the higher standard in terms of protecting the health, safety and welfare of the general public and the environmental well-being of the *municipality*, shall prevail to the extent of the conflict.

**PART 2
DEFINITIONS**

Definitions of words, phrases and terms used in this By-law that are not included in the list of definitions in this section shall have the meanings which are commonly assigned to them in the context in which they are used in this By-law.

The words, phrases and terms defined in this section have the following meaning for the purposes of this By-law.

SECTION

2.1 "By-law Enforcement Officer" means the *person* or *persons* duly appointed by *Council* as Municipal Law Enforcement Officers for the purpose of enforcing regulatory by-laws of the *City*.

2.2 "City" means the Corporation of the City of Temiskaming Shores.

2.3 "City Property" means any land situated within the City which is owned by the City or controlled by the City by lease or otherwise.

2.4 "Council" means the *Municipal Council* of the *City* of Temiskaming Shores.

2.5 "Municipality" means the land within the geographic limit of the City of Temiskaming Shores.

2.6 "Person" means an individual, firm or corporation.

SECTION

- 2.7** "Police Officer" means a member of the Ontario Provincial Police service.
- 2.8** "Private Property" means property which is privately owned and is not *City* property.
- 2.9** "Provincial Offences Act" means the Provincial Offences Act, R.S.O. 1990, c. P.33, as amended.
- 2.10** "Sidewalk" means any municipal walkway, or that portion of a *street* between *curb* lines or the lateral lines of a roadway, and the adjacent property line, primarily intended for use by *pedestrians*.
- 2.11** "Street" means a common and public highway, *street*, *roadway*, *crescent*, *avenue*, *parkway*, *driveway*, *square*, *place*, *bridge*, *viaduct*, *trestle* or other such place designated and intended for, or used by the general public for the passage or *parking* of *vehicles* and includes the area of land between the lateral property lines thereof.

PART 3 REGULATIONS

SECTION

- 3.1** **Deposit of Snow**
No *person* shall deposit, or cause to be deposited, any snow, ice, or other debris, on any *City property* or *street* from off of his or her property or any other *private property*.
- 3.2** **Re-Deposit of Snow**
- 3.2.1** No *person* shall move snow within a *street* or allow snow to be moved from one side of the cleared portion of the *street* intended for vehicular and pedestrian traffic, to the other side of the *street*.
- 3.2.2** No *person* shall relocate snow within a *street* or allow snow to be relocated in such a manner as to encroach on the cleared portion of the *street* intended for vehicular and pedestrian traffic.
- 3.2.3** No *person* shall relocate snow within a *street* or allow snow to be relocated in such a manner as to obstruct the normal visibility or the safe movement of vehicular and pedestrian traffic on the *street*.

**PART 4
PENALTIES**

SECTION

- 4.1** Any *person* who contravenes, suffers or permits any act or thing to be done in contravention of, or neglects to do or refrains from doing anything required to be done pursuant to any provisions of this By-law or any permit or order issued pursuant thereto, commits an offence and except where specifically provided in Appendix "1", shall be liable to a fine not exceeding \$5,000.00.

Where an offence is a continuing offence, each day that the offence is continued shall constitute a separate and distinct offence.

**PART 5
VALIDITY**

SECTION

5.1 **Validity of By-law**

If any section, clause, or provision of this By-law, is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not effect the validity of the By-law as a whole or any part thereof, other than the section, clause or provision so declared to be invalid and it is hereby declared to be the intention that all remaining sections, clauses or provisions of this By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES
Appendix "1" OF Schedule "A"
TO BY-LAW NO. 2009-159

SET FINES FOR BY-LAW NO. 2009-159

Item	COLUMN 1 Short form wording	COLUMN 2 Offence creating provision or Defining offence	COLUMN 3 Set fine
1	Deposit snow on <i>City property</i> .	Section 3.1	\$100.00
2	Re-Deposit snow from one side of <i>street</i> to the other.	Section 3.2.1	\$100.00
3	Re-Deposit snow to cleared portion of <i>street</i> .	Section 3.2.2	\$100.00
4	Re-Deposit snow so as to obstruct visibility.	Section 3.2.3	\$100.00

Note: The general penalty provision for the offences listed above is Schedule A section 4.1 of By-law No. 2009-159, a certified copy of which has been filed.

Appendix G – Winter Parking Notice

NOTICE – OVERNIGHT PARKING

Effective November 1, 2023

to March 31, 2024

By-law No. 2012-101 prohibits the parking of vehicles on municipal streets
or City-owned parking lots between the hours of

12:00 a.m. to 7:00 a.m.

Thank you for your cooperation.

For further information contact the By-law Officer at (705) 672-3363.

Appendix H –
Minimum Maintenance Standards

Municipal Act, 2001
Loi de 2001 sur les municipalités

ONTARIO REGULATION 239/02
MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS

Consolidation Period: From May 3, 2018 to the [e-Laws currency date](#).

Last amendment: 366/18.

Legislative History: 288/03, 613/06, 23/10, 47/13, 366/18.

This Regulation is made in English only.

Definitions

1. (1) In this Regulation,

“bicycle facility” means the on-road and in-boulevard cycling facilities listed in Book 18 of the Ontario Traffic Manual;

“bicycle lane” means,

- (a) a portion of a roadway that has been designated by pavement markings or signage for the preferential or exclusive use of cyclists, or
- (b) a portion of a roadway that has been designated for the exclusive use of cyclists by signage and a physical or marked buffer;

“cm” means centimetres;

“day” means a 24-hour period;

“encroachment” means anything that is placed, installed, constructed or planted within the highway that was not placed, installed, constructed or planted by the municipality;

“ice” means all kinds of ice, however formed;

“motor vehicle” has the same meaning as in subsection 1 (1) of the *Highway Traffic Act*, except that it does not include a motor assisted bicycle;

“non-paved surface” means a surface that is not a paved surface;

“Ontario Traffic Manual” means the Ontario Traffic Manual published by the Ministry of Transportation, as amended from time to time;

“paved surface” means a surface with a wearing layer or layers of asphalt, concrete or asphalt emulsion;

“pothole” means a hole in the surface of a roadway caused by any means, including wear or subsidence of the road surface or subsurface;

“roadway” has the same meaning as in subsection 1 (1) of the *Highway Traffic Act*;

“shoulder” means the portion of a highway that provides lateral support to the roadway and that may accommodate stopped motor vehicles and emergency use;

“sidewalk” means the part of the highway specifically set aside or commonly understood to be for pedestrian use, typically consisting of a paved surface but does not include crosswalks, medians, boulevards, shoulders or any part of the sidewalk where cleared snow has been deposited;

“significant weather event” means an approaching or occurring weather hazard with the potential to pose a significant danger to users of the highways within a municipality;

“snow accumulation” means the natural accumulation of any of the following that, alone or together, covers more than half a lane width of a roadway:

1. Newly-fallen snow.
2. Wind-blown snow.
3. Slush;

“substantial probability” means a significant likelihood considerably in excess of 51 per cent;

“surface” means the top of a sidewalk, roadway or shoulder;

“utility” includes any air, gas, water, electricity, cable, fiber-optic, telecommunication or traffic control system or subsystem, fire hydrants, sanitary sewers, storm sewers, property bars and survey monuments;

“utility appurtenance” includes maintenance holes and hole covers, water shut-off covers and boxes, valves, fittings, vaults, braces, pipes, pedestals, and any other structures or items that form part of or are an accessory part of any utility;

“weather” means air temperature, wind and precipitation.

“weather hazard” means the weather hazards determined by Environment Canada as meeting the criteria for the issuance of an alert under its Public Weather Alerting Program. O. Reg. 239/02, s. 1 (1); O. Reg. 23/10, s. 1 (1); O. Reg. 47/13, s. 1; O. Reg. 366/18, s. 1 (1, 2).

(2) For the purposes of this Regulation, every highway or part of a highway under the jurisdiction of a municipality in Ontario is classified in the Table to this section as a Class 1, Class 2, Class 3, Class 4, Class 5 or Class 6 highway, based on the speed limit applicable to it and the average daily traffic on it. O. Reg. 239/02, s. 1 (2); O. Reg. 366/18, s. 1 (3).

(3) For the purposes of subsection (2) and the Table to this section, the average daily traffic on a highway or part of a highway under municipal jurisdiction shall be determined,

(a) by counting and averaging the daily two-way traffic on the highway or part of the highway; or

(b) by estimating the average daily two-way traffic on the highway or part of the highway. O. Reg. 239/02, s. 1 (3); O. Reg. 23/10, s. 1 (2); O. Reg. 366/18, s. 1 (3).

(4) For the purposes of this Regulation, unless otherwise indicated in a provision of this Regulation, a municipality is deemed to be aware of a fact if, in the absence of actual knowledge of the fact, circumstances are such that the municipality ought reasonably to be aware of the fact. O. Reg. 366/18, s. 1 (4).

TABLE
CLASSIFICATION OF HIGHWAYS

Column 1 Average Daily Traffic (number of motor vehicles)	Column 2 91 - 100 km/h speed limit	Column 3 81 - 90 km/h speed limit	Column 4 71 - 80 km/h speed limit	Column 5 61 - 70 km/h speed limit	Column 6 51 - 60 km/h speed limit	Column 7 41 - 50 km/h speed limit	Column 8 1 - 40 km/h speed limit
53,000 or more	1	1	1	1	1	1	1
23,000 - 52,999	1	1	1	2	2	2	2
15,000 - 22,999	1	1	2	2	2	3	3
12,000 - 14,999	1	1	2	2	2	3	3
10,000 - 11,999	1	1	2	2	3	3	3
8,000 - 9,999	1	1	2	3	3	3	3
6,000 - 7,999	1	2	2	3	3	4	4
5,000 - 5,999	1	2	2	3	3	4	4
4,000 - 4,999	1	2	3	3	3	4	4
3,000 - 3,999	1	2	3	3	3	4	4
2,000 - 2,999	1	2	3	3	4	5	5
1,000 - 1,999	1	3	3	3	4	5	5
500 - 999	1	3	4	4	4	5	5
200 - 499	1	3	4	4	5	5	6
50 - 199	1	3	4	5	5	6	6
0 - 49	1	3	6	6	6	6	6

O. Reg. 366/18, s. 1 (5).

Application

2. (1) This Regulation sets out the minimum standards of repair for highways under municipal jurisdiction for the purpose of clause 44 (3) (c) of the Act. O. Reg. 288/03, s. 1.

(2) REVOKED: O. Reg. 23/10, s. 2.

(3) This Regulation does not apply to Class 6 highways. O. Reg. 239/02, s. 2 (3).

Purpose

2.1 The purpose of this Regulation is to clarify the scope of the statutory defence available to a municipality under clause 44 (3) (c) of the Act by establishing maintenance standards which are non-prescriptive as to the methods or materials to be used in complying with the standards but instead describe a desired outcome. O. Reg. 366/18, s. 2.

MAINTENANCE STANDARDS

Patrolling

3. (1) The standard for the frequency of patrolling of highways to check for conditions described in this Regulation is set out in the Table to this section. O. Reg. 23/10, s. 3 (1); O. Reg. 366/18, s. 3 (2).

(2) If it is determined by the municipality that the weather monitoring referred to in section 3.1 indicates that there is a substantial probability of snow accumulation on roadways, ice formation on roadways or icy roadways, the standard for patrolling highways is, in addition to that set out in subsection (1), to patrol highways that the municipality selects as representative of its highways, at intervals deemed necessary by the municipality, to check for such conditions. O. Reg. 47/13, s. 2; O. Reg. 366/18, s. 3 (2).

(3) Patrolling a highway consists of observing the highway, either by driving on or by electronically monitoring the highway, and may be performed by persons responsible for patrolling highways or by persons responsible for or performing highway maintenance activities. O. Reg. 23/10, s. 3 (1).

(4) This section does not apply in respect of the conditions described in section 10, subsections 11 (0.1) and 12 (1) and section 16.1, 16.2, 16.3 or 16.4. O. Reg. 23/10, s. 3 (1); O. Reg. 366/18, s. 3 (3).

TABLE
PATROLLING FREQUENCY

Class of Highway	Patrolling Frequency
1	3 times every 7 days
2	2 times every 7 days
3	once every 7 days
4	once every 14 days
5	once every 30 days

O. Reg. 239/02, s. 3, Table; O. Reg. 23/10, s. 3 (2).

Weather monitoring

3.1 (1) From October 1 to April 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day, whichever is more frequent, at intervals determined by the municipality. O. Reg. 47/13, s. 3; O. Reg. 366/18, s. 4.

(2) From May 1 to September 30, the standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once per calendar day. O. Reg. 47/13, s. 3; O. Reg. 366/18, s. 4.

Snow accumulation, roadways

4. (1) Subject to section 4.1, the standard for addressing snow accumulation on roadways is,

- (a) after becoming aware of the fact that the snow accumulation on a roadway is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and
- (b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table within the time set out in the Table,
 - (i) to provide a minimum lane width of the lesser of three metres for each lane or the actual lane width, or
 - (ii) on a Class 4 or Class 5 highway with two lanes, to provide a total width of at least five metres. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (1).

(2) If the depth of snow accumulation on a roadway is less than or equal to the depth set out in the Table to this section, the roadway is deemed to be in a state of repair with respect to snow accumulation. O. Reg. 47/13, s. 4.

(3) For the purposes of this section, the depth of snow accumulation on a roadway and, if applicable, lane width under clause (1) (b), may be determined in accordance with subsection (4) by a municipal employee, agent or contractor, whose duties or responsibilities include one or more of the following:

- 1. Patrolling highways.
 - 2. Performing highway maintenance activities.
 - 3. Supervising staff who perform activities described in paragraph 1 or 2. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (2).
- (4) The depth of snow accumulation on a roadway and lane width may be determined by,
- (a) performing an actual measurement;
 - (b) monitoring the weather; or
 - (c) performing a visual estimate. O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (3).
- (5) For the purposes of this section, addressing snow accumulation on a roadway includes,
- (a) plowing the roadway;

- (b) salting the roadway;
- (c) applying abrasive materials to the roadway;
- (d) applying other chemical or organic agents to the roadway;
- (e) any combination of the methods described in clauses (a) to (d). O. Reg. 366/18, s. 5 (4).
- (6) This section does not apply to that portion of the roadway,
 - (a) designated for parking;
 - (b) consisting of a bicycle lane or other bicycle facility; or
 - (d) used by a municipality for snow storage. O. Reg. 366/18, s. 5 (4).

TABLE
SNOW ACCUMULATION - ROADWAYS

Class of Highway	Depth	Time
1	2.5 cm	4 hours
2	5 cm	6 hours
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours

O. Reg. 47/13, s. 4; O. Reg. 366/18, s. 5 (5).

Snow accumulation on roadways, significant weather event

4.1 (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on roadways until the declaration of the end of the significant weather event is,

- (a) to monitor the weather in accordance with section 3.1; and
- (b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on roadways, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 7.

(2) If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to snow accumulation until the applicable time in the Table to section 4 expires following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 7.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
- (b) address snow accumulation on roadways in accordance with section 4. O. Reg. 366/18, s. 7.

Snow accumulation, bicycle lanes

4.2 (1) Subject to section 4.3, the standard for addressing snow accumulation on bicycle lanes is,

- (a) after becoming aware of the fact that the snow accumulation on a bicycle lane is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and
- (b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table to this section to provide a minimum bicycle lane width of the lesser of 1 metre or the actual bicycle lane width. O. Reg. 366/18, s. 7.

(2) If the depth of snow accumulation on a bicycle lane is less than or equal to the depth set out in the Table to this section, the bicycle lane is deemed to be in a state of repair in respect of snow accumulation. O. Reg. 366/18, s. 7.

(3) For the purposes of this section, the depth of snow accumulation on a bicycle lane and, if applicable, lane width under clause (1) (b), may be determined in the same manner as set out in subsection 4 (4) and by the persons mentioned in subsection 4 (3), with necessary modifications. O. Reg. 366/18, s. 7.

(4) For the purposes of this section, addressing snow accumulation on a bicycle lane includes,

- (a) plowing the bicycle lane;
- (b) salting the bicycle lane;
- (c) applying abrasive materials to the bicycle lane;
- (d) applying other chemical or organic agents to the bicycle lane;
- (e) sweeping the bicycle lane; or

(f) any combination of the methods described in clauses (a) to (e). O. Reg. 366/18, s. 7.

TABLE
SNOW ACCUMULATION – BICYCLE LANES

Column 1 Class of Highway or Adjacent Highway	Column 2 Depth	Column 3 Time
1	2.5 cm	8 hours
2	5 cm	12 hours
3	8 cm	24 hours
4	8 cm	24 hours
5	10 cm	24 hours

O. Reg. 366/18, s. 7.

Snow accumulation on bicycle lanes, significant weather event

4.3 (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on bicycle lanes until the declaration of the end of the significant weather event is,

- (a) to monitor the weather in accordance with section 3.1; and
- (b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on bicycle lanes, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 7.

(2) If the municipality complies with subsection (1), all bicycle lanes within the municipality are deemed to be in a state of repair with respect to snow accumulation until the applicable time in the Table to section 4.2 expires following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 7.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
- (b) address snow accumulation on bicycle lanes in accordance with section 4.2. O. Reg. 366/18, s. 7.

Ice formation on roadways and icy roadways

5. (1) The standard for the prevention of ice formation on roadways is doing the following in the 24-hour period preceding an alleged formation of ice on a roadway:

- 1. Monitor the weather in accordance with section 3.1.
- 2. Patrol in accordance with section 3.
- 3. If the municipality determines, as a result of its activities under paragraph 1 or 2, that there is a substantial probability of ice forming on a roadway, treat the roadway, if practicable, to prevent ice formation within the time set out in Table 1 to this section, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 366/18, s. 8.

(2) If the municipality meets the standard set out in subsection (1) and, despite such compliance, ice forms on a roadway, the roadway is deemed to be in a state of repair until the applicable time set out in Table 2 to this section expires after the municipality becomes aware of the fact that the roadway is icy. O. Reg. 366/18, s. 8.

(3) Subject to section 5.1, the standard for treating icy roadways is to treat the icy roadway within the time set out in Table 2 to this section, and an icy roadway is deemed to be in a state of repair until the applicable time set out in Table 2 to this section expires after the municipality becomes aware of the fact that a roadway is icy. O. Reg. 366/18, s. 8.

(4) For the purposes of this section, treating a roadway means applying material to the roadway, including but not limited to, salt, sand or any combination of salt and sand. O. Reg. 366/18, s. 8.

(5) For greater certainty, this section applies in respect of ice formation on bicycle lanes on a roadway, but does not apply to other types of bicycle facilities. O. Reg. 366/18, s. 8.

TABLE 1
ICE FORMATION PREVENTION

Class of Highway	Time
1	6 hours
2	8 hours
3	16 hours
4	24 hours
5	24 hours

O. Reg. 366/18, s. 8.

TABLE 2
TREATMENT OF ICY ROADWAYS

Class of Highway	Time
1	3 hours
2	4 hours
3	8 hours
4	12 hours
5	16 hours

O. Reg. 366/18, s. 8.

Icy roadways, significant weather event

5.1 (1) If a municipality declares a significant weather event relating to ice, the standard for treating icy roadways until the declaration of the end of the significant weather event is,

- (a) to monitor the weather in accordance with section 3.1; and
- (b) if deemed practicable by the municipality, to deploy resources to treat icy roadways, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 8.

(2) If the municipality complies with subsection (1), all roadways within the municipality are deemed to be in a state of repair with respect to any ice which forms or may be present until the applicable time in Table 2 to section 5 expires after the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 8.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
- (b) treat icy roadways in accordance with section 5. O. Reg. 366/18, s. 8.

Potholes

6. (1) If a pothole exceeds both the surface area and depth set out in Table 1, 2 or 3 to this section, as the case may be, the standard is to repair the pothole within the time set out in Table 1, 2 or 3, as appropriate, after becoming aware of the fact. O. Reg. 239/02, s. 6 (1); O. Reg. 366/18, s. 8 (1).

(1.1) For the purposes of this section, the surface area and depth of a pothole may be determined in accordance with subsections (1.2) and (1.3), as applicable, by a municipal employee, agent or contractor whose duties or responsibilities include one or more of the following:

- 1. Patrolling highways.
- 2. Performing highway maintenance activities.
- 3. Supervising staff who perform activities described in paragraph 1 or 2. O. Reg. 366/18, s. 8 (2).

(1.2) The depth and surface area of a pothole may be determined by,

- (a) performing an actual measurement; or
- (b) performing a visual estimate. O. Reg. 366/18, s. 8 (2).

(1.3) For the purposes of this section, the surface area of a pothole does not include any area that is merely depressed and not yet broken fully through the surface of the roadway. O. Reg. 366/18, s. 8 (2).

(2) A pothole is deemed to be in a state of repair if its surface area or depth is less than or equal to that set out in Table 1, 2 or 3, as appropriate. O. Reg. 239/02, s. 6 (2); O. Reg. 47/13, s. 6.

TABLE 1
POTHoles ON PAVED SURFACE OF ROADWAY

Class of Highway	Surface Area	Depth	Time
1	600 cm ²	8 cm	4 days
2	800 cm ²	8 cm	4 days
3	1000 cm ²	8 cm	7 days
4	1000 cm ²	8 cm	14 days
5	1000 cm ²	8 cm	30 days

O. Reg. 239/02, s. 6, Table 1.

TABLE 2
POTHOLES ON NON-PAVED SURFACE OF ROADWAY

Class of Highway	Surface Area	Depth	Time
3	1500 cm ²	8 cm	7 days
4	1500 cm ²	10 cm	14 days
5	1500 cm ²	12 cm	30 days

O. Reg. 239/02, s. 6, Table 2.

TABLE 3
POTHOLES ON PAVED OR NON-PAVED SURFACE OF SHOULDER

Class of Highway	Surface Area	Depth	Time
1	1500 cm ²	8 cm	7 days
2	1500 cm ²	8 cm	7 days
3	1500 cm ²	8 cm	14 days
4	1500 cm ²	10 cm	30 days
5	1500 cm ²	12 cm	60 days

O. Reg. 239/02, s. 6, Table 3.

Shoulder drop-offs

7. (1) If a shoulder drop-off is deeper than 8 cm, for a continuous distance of 20 metres or more, the standard is to repair the shoulder drop-off within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 9 (1).

(2) A shoulder drop-off is deemed to be in a state of repair if its depth is less than 8 cm. O. Reg. 366/18, s. 9 (1).

(3) In this section,

“shoulder drop-off” means the vertical differential, where the paved surface of the roadway is higher than the surface of the shoulder, between the paved surface of the roadway and the paved or non-paved surface of the shoulder. O. Reg. 239/02, s. 7 (3).

TABLE
SHOULDER DROP-OFFS

Class of Highway	Time
1	4 days
2	4 days
3	7 days
4	14 days
5	30 days

O. Reg. 366/18, s. 9 (2).

Cracks

8. (1) If a crack on the paved surface of a roadway is greater than 5 cm wide and 5 cm deep for a continuous distance of three metres or more, the standard is to repair the crack within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 10 (1).

(2) A crack is deemed to be in a state of repair if its width or depth is less than or equal to 5 cm. O. Reg. 366/18, s. 10 (1).

TABLE
CRACKS

Column 1 Class of Highway	Column 2 Time
1	30 days
2	30 days
3	60 days
4	180 days
5	180 days

O. Reg. 366/18, s. 10 (2).

Debris

9. (1) If there is debris on a roadway, the standard is to deploy resources, as soon as practicable after becoming aware of the fact, to remove the debris. O. Reg. 239/02, s. 9 (1); O. Reg. 366/18, s. 11.

(2) In this section,

“debris” means any material (except snow, slush or ice) or object on a roadway,

- (a) that is not an integral part of the roadway or has not been intentionally placed on the roadway by a municipality, and
- (b) that is reasonably likely to cause damage to a motor vehicle or to injure a person in a motor vehicle. O. Reg. 239/02, s. 9 (2); O. Reg. 47/13, s. 9.

Luminaires

10. (0.1) REVOKED: O. Reg. 366/18, s. 12.

(1) The standard for the frequency of inspecting all luminaires to check to see that they are functioning is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 366/18, s. 12.

(2) For conventional illumination, if three or more consecutive luminaires on the same side of a highway are not functioning, the standard is to repair the luminaires within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 12.

(3) For conventional illumination and high mast illumination, if 30 per cent or more of the luminaires on any kilometre of highway are not functioning, the standard is to repair the luminaires within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 366/18, s. 12.

(4) Despite subsection (2), for high mast illumination, if all of the luminaires on consecutive poles on the same side of a highway are not functioning, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the luminaires. O. Reg. 366/18, s. 12.

(5) Despite subsections (1), (2) and (3), for conventional illumination and high mast illumination, if more than 50 per cent of the luminaires on any kilometre of a Class 1 highway with a speed limit of 90 kilometres per hour or more are not functioning, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the luminaires. O. Reg. 366/18, s. 12.

(6) Luminaires are deemed to be in a state of repair,

- (a) for the purpose of subsection (2), if the number of non-functioning consecutive luminaires on the same side of a highway does not exceed two;
- (b) for the purpose of subsection (3), if more than 70 per cent of luminaires on any kilometre of highway are functioning;
- (c) for the purpose of subsection (4), if one or more of the luminaires on consecutive poles on the same side of a highway are functioning;
- (d) for the purpose of subsection (5), if more than 50 per cent of luminaires on any kilometre of highway are functioning. O. Reg. 366/18, s. 12.

(7) In this section,

“conventional illumination” means lighting, other than high mast illumination, where there are one or more luminaires per pole;

“high mast illumination” means lighting where there are three or more luminaires per pole and the height of the pole exceeds 20 metres;

“luminaire” means a complete lighting unit consisting of,

- (a) a lamp, and
- (b) parts designed to distribute the light, to position or protect the lamp and to connect the lamp to the power supply. O. Reg. 239/02, s. 10 (7).

TABLE
LUMINAIRES

Class of Highway	Time
1	7 days
2	7 days
3	14 days
4	14 days
5	14 days

Signs

11. (0.1) The standard for the frequency of inspecting signs of a type listed in subsection (2) to check to see that they meet the retro-reflectivity requirements of the Ontario Traffic Manual is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 7 (1); O. Reg. 47/13, s. 11 (1); O. Reg. 366/18, s. 13.

(0.2) A sign that has been inspected in accordance with subsection (0.1) is deemed to be in a state of repair with respect to the retro-reflectivity requirements of the Ontario Traffic Manual until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the sign has ceased to meet these requirements. O. Reg. 47/13, s. 11 (2).

(1) If any sign of a type listed in subsection (2) is illegible, improperly oriented, obscured or missing, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair or replace the sign. O. Reg. 239/02, s. 11 (1); O. Reg. 23/10, s. 7 (2); O. Reg. 366/18, s. 13.

(2) This section applies to the following types of signs:

1. Checkerboard.
2. Curve sign with advisory speed tab.
3. Do not enter.
- 3.1 Load Restricted Bridge.
- 3.2 Low Bridge.
- 3.3 Low Bridge Ahead.
4. One Way.
5. School Zone Speed Limit.
6. Stop.
7. Stop Ahead.
8. Stop Ahead, New.
9. Traffic Signal Ahead, New.
10. Two-Way Traffic Ahead.
11. Wrong Way.
12. Yield.
13. Yield Ahead.
14. Yield Ahead, New. O. Reg. 239/02, s. 11 (2); O. Reg. 23/10, s. 7 (3).

Regulatory or warning signs

12. (1) The standard for the frequency of inspecting regulatory signs or warning signs to check to see that they meet the retro-reflectivity requirements of the Ontario Traffic Manual is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 8; O. Reg. 47/13, s. 12 (1); O. Reg. 366/18, s. 13.

(1.1) A regulatory sign or warning sign that has been inspected in accordance with subsection (1) is deemed to be in a state of repair with respect to the retro-reflectivity requirements of the Ontario Traffic Manual until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the sign has ceased to meet these requirements. O. Reg. 47/13, s. 12 (2).

(2) If a regulatory sign or warning sign is illegible, improperly oriented, obscured or missing, the standard is to repair or replace the sign within the time set out in the Table to this section after becoming aware of the fact. O. Reg. 23/10, s. 8; O. Reg. 366/18, s. 13.

(3) In this section,

“regulatory sign” and “warning sign” have the same meanings as in the Ontario Traffic Manual, except that they do not include a sign listed in subsection 11 (2) of this Regulation. O. Reg. 23/10, s. 8.

TABLE
REGULATORY AND WARNING SIGNS

Class of Highway	Time
1	7 days
2	14 days

3	21 days
4	30 days
5	30 days

O. Reg. 239/02, s. 12, Table.

Traffic control signal systems

13. (1) If a traffic control signal system is defective in any way described in subsection (2), the standard is to deploy resources as soon as practicable after becoming aware of the defect to repair the defect or replace the defective component of the traffic control signal system. O. Reg. 239/02, s. 13 (1); O. Reg. 366/18, s. 13.

(2) This section applies if a traffic control signal system is defective in any of the following ways:

1. One or more displays show conflicting signal indications.
2. The angle of a traffic control signal or pedestrian control indication has been changed in such a way that the traffic or pedestrian facing it does not have clear visibility of the information conveyed or that it conveys confusing information to traffic or pedestrians facing other directions.
3. A phase required to allow a pedestrian or vehicle to safely travel through an intersection fails to occur.
4. There are phase or cycle timing errors interfering with the ability of a pedestrian or vehicle to safely travel through an intersection.
5. There is a power failure in the traffic control signal system.
6. The traffic control signal system cabinet has been displaced from its proper position.
7. There is a failure of any of the traffic control signal support structures.
8. A signal lamp or a pedestrian control indication is not functioning.
9. Signals are flashing when flashing mode is not a part of the normal signal operation. O. Reg. 239/02, s. 13 (2).

(3) Despite subsection (1) and paragraph 8 of subsection (2), if the posted speed of all approaches to the intersection or location of the non-functioning signal lamp or pedestrian control indication is less than 80 kilometres per hour and the signal that is not functioning is a green or a pedestrian “walk” signal, the standard is to repair or replace the defective component by the end of the next business day. O. Reg. 239/02, s. 13 (3); O. Reg. 366/18, s. 13.

(4) In this section and section 14,

“cycle” means a complete sequence of traffic control indications at a location;

“display” means the illuminated and non-illuminated signals facing the traffic;

“indication” has the same meaning as in the *Highway Traffic Act*;

“phase” means a part of a cycle from the time where one or more traffic directions receive a green indication to the time where one or more different traffic directions receive a green indication;

“power failure” means a reduction in power or a loss in power preventing the traffic control signal system from operating as intended;

“traffic control signal” has the same meaning as in the *Highway Traffic Act*;

“traffic control signal system” has the same meaning as in the *Highway Traffic Act*. O. Reg. 239/02, s. 13 (4).

Traffic control signal system sub-systems

14. (1) The standard is to inspect, test and maintain the following traffic control signal system sub-systems once per calendar year, with each inspection taking place not more than 16 months from the previous inspection:

1. The display sub-system, consisting of traffic signal and pedestrian crossing heads, physical support structures and support cables.
2. The traffic control sub-system, including the traffic control signal cabinet and internal devices such as timer, detection devices and associated hardware, but excluding conflict monitors.
3. The external detection sub-system, consisting of detection sensors for all vehicles, including emergency and railway vehicles and pedestrian push- buttons. O. Reg. 239/02, s. 14 (1); O. Reg. 47/13, s. 13 (1); O. Reg. 366/18, s. 13.

(1.1) A traffic control signal system sub-system that has been inspected, tested and maintained in accordance with subsection (1) is deemed to be in a state of repair until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the traffic control signal system sub-system has ceased to be in a state of repair. O. Reg. 47/13, s. 13 (2).

(2) The standard is to inspect, test and maintain conflict monitors every five to seven months and at least twice per calendar year. O. Reg. 239/02, s. 14 (2); O. Reg. 47/13, s. 13 (3); O. Reg. 366/18, s. 13.

(2.1) A conflict monitor that has been inspected, tested and maintained in accordance with subsection (2) is deemed to be in a state of repair until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge that the conflict monitor has ceased to be in a state of repair. O. Reg. 47/13, s. 13 (4).

(3) In this section,

“conflict monitor” means a device that continually checks for conflicting signal indications and responds to a conflict by emitting a signal. O. Reg. 239/02, s. 14 (3).

Bridge deck spalls

15. (1) If a bridge deck spall exceeds both the surface area and depth set out in the Table to this section, the standard is to repair the bridge deck spall within the time set out in the Table after becoming aware of the fact. O. Reg. 239/02, s. 15 (1); O. Reg. 366/18, s. 13.

(2) A bridge deck spall is deemed to be in a state of repair if its surface area or depth is less than or equal to that set out in the Table. O. Reg. 239/02, s. 15 (2); O. Reg. 47/13, s. 14.

(3) In this section,

“bridge deck spall” means a cavity left by one or more fragments detaching from the paved surface of the roadway or shoulder of a bridge. O. Reg. 239/02, s. 15 (3).

TABLE
BRIDGE DECK SPALLS

Class of Highway	Surface Area	Depth	Time
1	600 cm ²	8 cm	4 days
2	800 cm ²	8 cm	4 days
3	1,000 cm ²	8 cm	7 days
4	1,000 cm ²	8 cm	7 days
5	1,000 cm ²	8 cm	7 days

O. Reg. 239/02, s. 15, Table.

Roadway surface discontinuities

16. (1) If a surface discontinuity on a roadway, other than a surface discontinuity on a bridge deck, exceeds the height set out in the Table to this section, the standard is to repair the surface discontinuity within the time set out in the Table after becoming aware of the fact. O. Reg. 23/10, s. 9; O. Reg. 366/18, s. 13.

(1.1) A surface discontinuity on a roadway, other than a surface discontinuity on a bridge deck, is deemed to be in a state of repair if its height is less than or equal to the height set out in the Table to this section. O. Reg. 47/13, s. 15.

(2) If a surface discontinuity on a bridge deck exceeds five centimetres, the standard is to deploy resources as soon as practicable after becoming aware of the fact to repair the surface discontinuity on the bridge deck. O. Reg. 23/10, s. 9; O. Reg. 366/18, s. 13.

(2.1) A surface discontinuity on a bridge deck is deemed to be in a state of repair if its height is less than or equal to five centimetres. O. Reg. 47/13, s. 15.

(3) In this section,

“surface discontinuity” means a vertical discontinuity creating a step formation at joints or cracks in the paved surface of the roadway, including bridge deck joints, expansion joints and approach slabs to a bridge. O. Reg. 23/10, s. 9.

TABLE
SURFACE DISCONTINUITIES

Class of Highway	Height	Time
1	5 cm	2 days
2	5 cm	2 days
3	5 cm	7 days
4	5 cm	21 days
5	5 cm	21 days

O. Reg. 239/02, s. 16, Table.

Sidewalk surface discontinuities

16.1 (1) The standard for the frequency of inspecting sidewalks to check for surface discontinuity is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 10; O. Reg. 47/13, s. 16 (1); O. Reg. 366/18, s. 13.

(1.1) A sidewalk that has been inspected in accordance with subsection (1) is deemed to be in a state of repair with respect to any surface discontinuity until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge of the presence of a surface discontinuity in excess of two centimetres. O. Reg. 47/13, s. 16 (2).

(2) If a surface discontinuity on or within a sidewalk exceeds two centimetres, the standard is to treat the surface discontinuity within 14 days after acquiring actual knowledge of the fact. O. Reg. 366/18, s. 14.

(2.1) REVOKED: O. Reg. 366/18, s. 14.

(3) A surface discontinuity on or within a sidewalk is deemed to be in a state of repair if it is less than or equal to two centimetres. O. Reg. 366/18, s. 14.

(4) For the purpose of subsection (2), treating a surface discontinuity on or within a sidewalk means taking reasonable measures to protect users of the sidewalk from the discontinuity, including making permanent or temporary repairs, alerting users' attention to the discontinuity or preventing access to the area of discontinuity. O. Reg. 366/18, s. 14.

(5) In this section,

“surface discontinuity” means a vertical discontinuity creating a step formation at any joint or crack in the surface of the sidewalk or any vertical height difference between a utility appurtenance found on or within the sidewalk and the surface of the sidewalk. O. Reg. 366/18, s. 14.

Encroachments, area adjacent to sidewalk

16.2 (1) The standard for the frequency of inspecting an area adjacent to a sidewalk to check for encroachments is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 366/18, s. 15.

(2) The area adjacent to a sidewalk that has been inspected in accordance with subsection (1) is deemed to be in a state of repair in respect of any encroachment present. O. Reg. 366/18, s. 15.

(3) For greater certainty, the area adjacent to a sidewalk begins at the outer edges of a sidewalk and ends at the lesser of the limit of the highway, the back edge of a curb if there is a curb and a maximum of 45 cm. O. Reg. 366/18, s. 15.

(4) The area adjacent to a sidewalk is deemed to be in a state of repair in respect of any encroachment present unless the encroachment is determined by a municipality to be highly unusual given its character and location or to constitute a significant hazard to pedestrians. O. Reg. 366/18, s. 15.

(5) If a municipality determines that an encroachment is highly unusual given its character and location or constitutes a significant hazard to pedestrians, the standard is to treat the encroachment within 28 days after making such a determination, and the encroachment is deemed in a state of repair for 28 days from the time of the determination by the municipality. O. Reg. 366/18, s. 15.

(6) For the purpose of subsection (4), treating an encroachment means taking reasonable measures to protect users, including making permanent or temporary repairs, alerting users' attention to the encroachment or preventing access to the area of the encroachment. O. Reg. 366/18, s. 15.

Snow accumulation on sidewalks

16.3 (1) Subject to section 16.4, the standard for addressing snow accumulation on a sidewalk after the snow accumulation has ended is,

- a) to reduce the snow to a depth less than or equal to 8 centimetres within 48 hours; and
- b) to provide a minimum sidewalk width of 1 metre. O. Reg. 366/18, s. 15.

(2) If the depth of snow accumulation on a sidewalk is less than or equal to 8 centimetres, the sidewalk is deemed to be in a state of repair in respect of snow accumulation. O. Reg. 366/18, s. 15.

(3) If the depth of snow accumulation on a sidewalk exceeds 8 centimetres while the snow continues to accumulate, the sidewalk is deemed to be in a state of repair with respect to snow accumulation, until 48 hours after the snow accumulation ends. O. Reg. 366/18, s. 15.

(4) For the purposes of this section, the depth of snow accumulation on a sidewalk may be determined in the same manner as set out in subsection 4 (4) and by the persons mentioned in subsection 4 (3) with necessary modifications. O. Reg. 366/18, s. 15.

(5) For the purposes of this section, addressing snow accumulation on a sidewalk includes,

- (a) plowing the sidewalk;
- (b) salting the sidewalk;
- (c) applying abrasive materials to the sidewalk;
- (d) applying other chemical or organic agents to the sidewalk; or
- (e) any combination of the methods described in clauses (a) to (d). O. Reg. 366/18, s. 15.

Snow accumulation on sidewalks, significant weather event

16.4 (1) If a municipality declares a significant weather event relating to snow accumulation, the standard for addressing snow accumulation on sidewalks until the declaration of the end of the significant weather event is,

- (a) to monitor the weather in accordance with section 3.1; and
- (b) if deemed practicable by the municipality, to deploy resources to address snow accumulation on sidewalks starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 15.

(2) If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any snow present until 48 hours following the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 15.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
- (b) address snow accumulation on sidewalks in accordance with section 16.3. O. Reg. 366/18, s. 15.

Ice formation on sidewalks and icy sidewalks

16.5 (1) Subject to section 16.6, the standard for the prevention of ice formation on sidewalks is to,

- (a) monitor the weather in accordance with section 3.1 in the 24-hour period preceding an alleged formation of ice on a sidewalk; and
- (b) treat the sidewalk if practicable to prevent ice formation or improve traction within 48 hours if the municipality determines that there is a substantial probability of ice forming on a sidewalk, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose. O. Reg. 366/18, s. 15.

(2) If ice forms on a sidewalk even though the municipality meets the standard set out in subsection (1), the sidewalk is deemed to be in a state of repair in respect of ice until 48 hours after the municipality first becomes aware of the fact that the sidewalk is icy. O. Reg. 366/18, s. 15.

(3) The standard for treating icy sidewalks after the municipality becomes aware of the fact that a sidewalk is icy is to treat the icy sidewalk within 48 hours, and an icy sidewalk is deemed to be in a state of repair for 48 hours after it has been treated. O. Reg. 366/18, s. 15.

(4) For the purposes of this section, treating a sidewalk means applying materials including salt, sand or any combination of salt and sand to the sidewalk. O. Reg. 366/18, s. 15.

Icy sidewalks, significant weather event

16.6 (1) If a municipality declares a significant weather event relating to ice, the standard for addressing ice formation or ice on sidewalks until the declaration of the end of the significant weather event is,

- (a) to monitor the weather in accordance with section 3.1; and
- (b) if deemed practicable by the municipality, to deploy resources to treat the sidewalks to prevent ice formation or improve traction, or treat the icy sidewalks, starting from the time that the municipality deems appropriate to do so. O. Reg. 366/18, s. 15.

(2) If the municipality complies with subsection (1), all sidewalks within the municipality are deemed to be in a state of repair with respect to any ice which forms or is present until 48 hours after the declaration of the end of the significant weather event by the municipality. O. Reg. 366/18, s. 15.

(3) Following the end of the weather hazard in respect of which a significant weather event was declared by a municipality under subsection (1), the municipality shall,

- (a) declare the end of the significant weather event when the municipality determines it is appropriate to do so; and
- (b) address the prevention of ice formation on sidewalks or treat icy sidewalks in accordance with section 16.5. O. Reg. 366/18, s. 15.

Winter sidewalk patrol

16.7 (1) If it is determined by the municipality that the weather monitoring referred to in section 3.1 indicates that there is a substantial probability of snow accumulation on sidewalks in excess of 8 cm, ice formation on sidewalks or icy sidewalks, the standard for patrolling sidewalks is to patrol sidewalks that the municipality selects as representative of its sidewalks at intervals deemed necessary by the municipality. O. Reg. 366/18, s. 15.

(2) Patrolling a sidewalk consists of visually observing the sidewalk, either by driving by the sidewalk on the adjacent roadway or by driving or walking on the sidewalk or by electronically monitoring the sidewalk, and may be performed by persons responsible for patrolling roadways or sidewalks or by persons responsible for performing roadway or sidewalk maintenance activities. O. Reg. 366/18, s. 15.

Closure of a highway

16.8 (1) When a municipality closes a highway or part of a highway pursuant to its powers under the Act, the highway is deemed to be in a state of repair in respect of all conditions described in this Regulation from the time of the closure until the highway is re-opened by the municipality. O. Reg. 366/18, s. 15.

(2) For the purposes of subsection (1), a highway or part of a highway is closed on the earlier of,

- (a) when a municipality passes a by-law to close the highway or part of the highway; and
- (b) when a municipality has taken such steps as it determines necessary to temporarily close the highway or part of a highway. O. Reg. 366/18, s. 15.

Declaration of significant weather event

16.9. A municipality declaring the beginning of a significant weather event or declaring the end of a significant weather event under this Regulation shall do so in one or more of the following ways:

- 1. By posting a notice on the municipality's website.
- 2. By making an announcement on a social media platform, such as Facebook or Twitter.
- 3. By sending a press release or similar communication to internet, newspaper, radio or television media.
- 4. By notification through the municipality's police service.
- 5. By any other notification method required in a by-law of the municipality. O. Reg. 366/18, s. 15.

REVIEW OF REGULATION**Review**

17. (1) The Minister of Transportation shall conduct a review of this Regulation and Ontario Regulation 612/06 (Minimum Maintenance Standards for Highways in the City of Toronto) made under the *City of Toronto Act, 2006* every five years. O. Reg. 613/06, s. 2.

(2) Despite subsection (1), the first review after the completion of the review started before the end of 2007 shall be started five years after the day Ontario Regulation 23/10 is filed. O. Reg. 23/10, s. 11.

18. OMITTED (PROVIDES FOR COMING INTO FORCE OF PROVISIONS OF THIS REGULATION). O. Reg. 239/02, s. 18.

Back to top

Appendix I – Training Records



Record of Training

This statement certifies that the below named individual has successfully completed the in-house Winter Operations Training program as required by the Corporation of the City of Temiskaming Shores Winter Operations Plan.

The Winter Operations Training program is comprised of the following modules:

- Equipment Circle Check
- Equipment Calibration
- Record Keeping
- Health and Safety
- Level of Service - policies, practices and procedures
- Identification of Plow Routes - including variations for year to year and issues identified along the route
- De-icing chemicals - application rates, storage and handling
- Identification of road salt vulnerable areas and the procedures to follow in those areas
- Yard and Equipment maintenance

Employee Name (Print)_____

Employee Signature_____

Date_____

Trainer Signature_____

Supervisor Signature_____



Record of Training – Patrol Person

This certifies that _____ (employee name) has successfully completed the in-house Winter Operations - Night Patroller Training as required by the Corporation of the City of Temiskaming Shores Winter Operations Plan.

The Winter Operations - Patroller Training workshop includes the following modules:

- Weather monitoring and forecasting results including: Road Weather Information System, Value Added Meteorological Service, eutectic temperature, pavement temperature, dew point
- Winter Schedules
- Record Keeping
- Health and Safety
- Level of Service - policies, practices and procedures
- Identification of Plow Routes - including variations for year to year and issues identified along the route
- De-icing chemicals - usage, application rates, storage and handling
- Identification of road salt vulnerable areas and the procedures to follow in those areas
- Call-out procedures
- Emergency contacts
- Yard and Equipment maintenance

Employee Name (Print)_____

Employee Signature_____

Date of Training_____

Trainer Signature_____

Supervisor Signature_____

Appendix J – Call-out Charts

Call-out Chart “ROADS”

FORECAST	CALL-OUT RESPONSE			
STORM SEVERITY	CLASS 2	CLASS 3	CLASS 4	CLASS 5
Less than 5 cm	<p>After storm has ended and after becoming aware that the snow accumulation is greater than 5 cm call-out plows and clear the snow within 6 hours.</p> <p>No call-out of sander unless roads become slippery</p>	<p>No requirement for clearing of snow.</p> <p>No call-out of sander unless roads become slippery</p>	<p>No requirement for clearing of snow.</p> <p>No call-out of sander unless roads become slippery</p>	<p>No requirement for clearing of snow.</p> <p>No call-out of sander unless roads become slippery</p>
More than 5 cm	<p>While storm continues, call-out plow operations as soon as practicable after becoming aware that the snow accumulation is greater than 5 cm.</p> <p>After storm has ended, and after becoming aware that the snow accumulation is greater than 5 cm clear the snow within 6 hours</p> <p>No call-out of sander unless roads become slippery</p>	<p>While storm continues, call-out plow operations as soon as practicable after becoming aware that the snow accumulation is greater than 8 cm.</p> <p>After storm has ended, and after becoming aware that the snow accumulation is greater than 8 cm clear the snow within 12 hours</p> <p>No call-out of sander unless roads become slippery.</p>	<p>While storm continues, call-out plow operations as soon as practicable after becoming aware that the snow accumulation is greater than 8 cm.</p> <p>After storm has ended, and after becoming aware that the snow accumulation is greater than 8 cm clear the snow within 16 hours</p> <p>No call-out of sander unless roads become slippery</p>	<p>While storm continues, call-out plow operations as soon as practicable after becoming aware that the snow accumulation is greater than 10 cm.</p> <p>After storm has ended, and after becoming aware that the snow accumulation is greater than 10 cm clear the snow within 24 hours</p> <p>No call-out of sander unless roads become slippery</p>
Sleet and freezing rain	Call-out sander if road conditions permit	Call-out sander if road conditions permit	Call-out sander if road conditions permit	Call-out sander if road conditions permit

It is understood that conditions may occur which temporarily prevent achieving the level of service specified above.

Call-out Chart “SIDEWALKS”

FORECAST	CALL-OUT RESPONSE	
Storm Severity	Priority 1 – Downtown Areas	Priority 2 – Side Streets
Up to 10 cm	<p>After storm has ended, and after becoming aware that the snow accumulation is greater than 10 cm call-out plows and clear the snow within 24 hours</p> <p>No call-out of sander unless sidewalks become slippery</p>	<p>No requirement for snow clearing operations.</p> <p>Priority 2 sidewalks will not be serviced until the completion of Priority 1 sidewalks have met their service level and may also be delayed by other winter control roads requirements.</p> <p>No call-out of sander unless sidewalks become slippery</p>
More than 10 cm	<p>While storm continues, call-out plow operations as soon as practicable after becoming aware that the snow accumulation is greater than 10 cm.</p> <p>After storm has ended, and after becoming aware that the snow accumulation is greater than 10 cm clear the snow within 24 hours</p> <p>No call-out of sander unless sidewalks become slippery</p>	<p>While storm continues, call-out plow operations as soon as practicable after becoming aware that the snow accumulation is greater than 15 cm.</p> <p>Priority 2 sidewalks will not be serviced until the completion of Priority 1 sidewalks have met their service level and may also be delayed by other winter control roads requirements.</p> <p>No call-out of sander unless sidewalks become slippery</p>
Sleet and freezing rain	Call-out sander if sidewalk conditions permit	Call-out sander if sidewalk conditions permit

It is understood that conditions may occur which temporarily prevent achieving the level of service specified above.

Call-out Chart “SNOW REMOVAL”

FORECAST	CALL-OUT RESPONSE	
Snow Accumulation	Priority 1 - Downtown areas	Priority 2 - Side streets
Up to 60 cm snow bank	No requirement for snow removal operations	No requirement for snow removal operations
Up to 120 cm snow bank	<p>After storm has ended and the city's plowing and sanding requirements have been satisfied, and after becoming aware that the snow bank accumulation is greater than 60 cm, removal operations shall begin.</p> <p>The winter control plan indicates a downtown street removal route numbered from 1 to 21 which suggests an importance level and will be used as a guide to operations.</p> <p>Due to traffic and pedestrian congestion, this work may be required to be completed during the night shift. Deviation from this will be approved by the Director or his designate.</p> <p>Snow removal in downtown areas will have priority over side streets.</p> <p>It is understood that conditions may occur which temporarily prevent achieving the level of service specified.</p>	<p>After storm has ended and the city's plowing and sanding requirements have been satisfied, and after becoming aware that the snow bank accumulation is greater than 120 cm, removal operations shall begin.</p> <p>Intersections will receive service when it is deemed by the road supervisor to pose a hazard to vehicular traffic.</p>
Sleet and freezing rain	Call-out sander if conditions permit	Call-out sander if conditions permit

It is understood that conditions may occur which temporarily prevent achieving the level of service specified above.

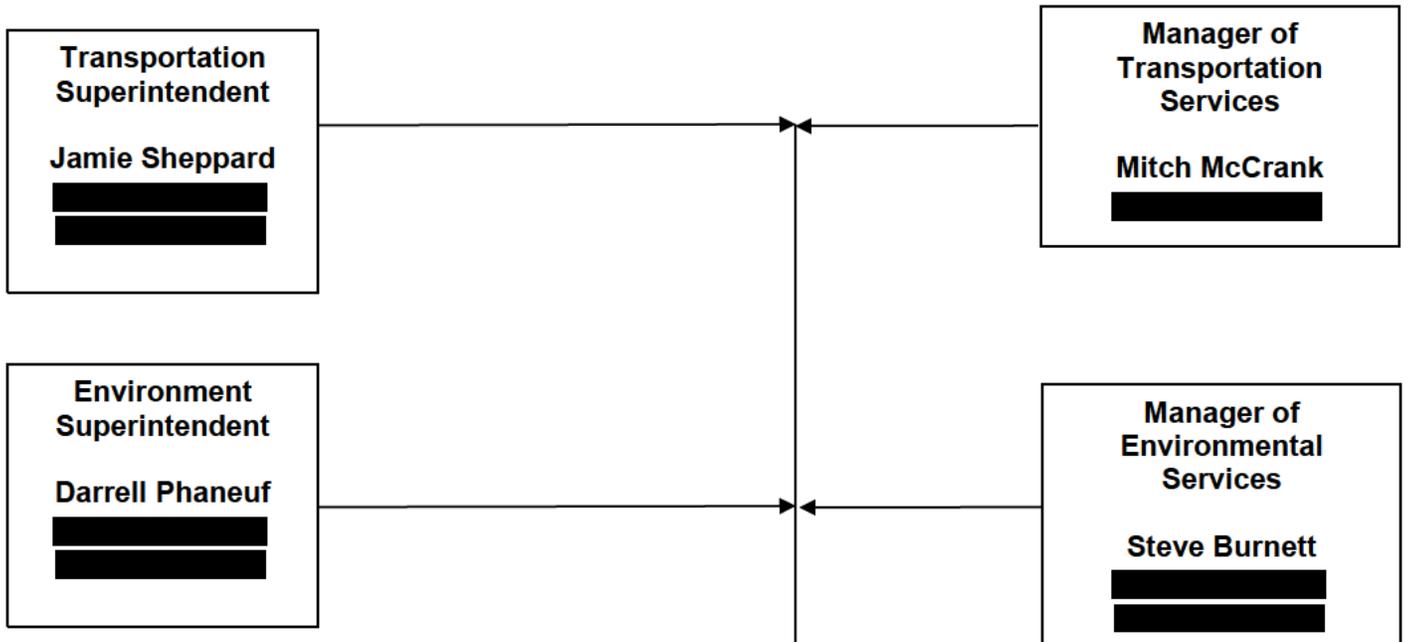
NOTE: One 8 hour night shift removes +/- 2,700 cubic meters of snow

Appendix K – PW Notice Charts

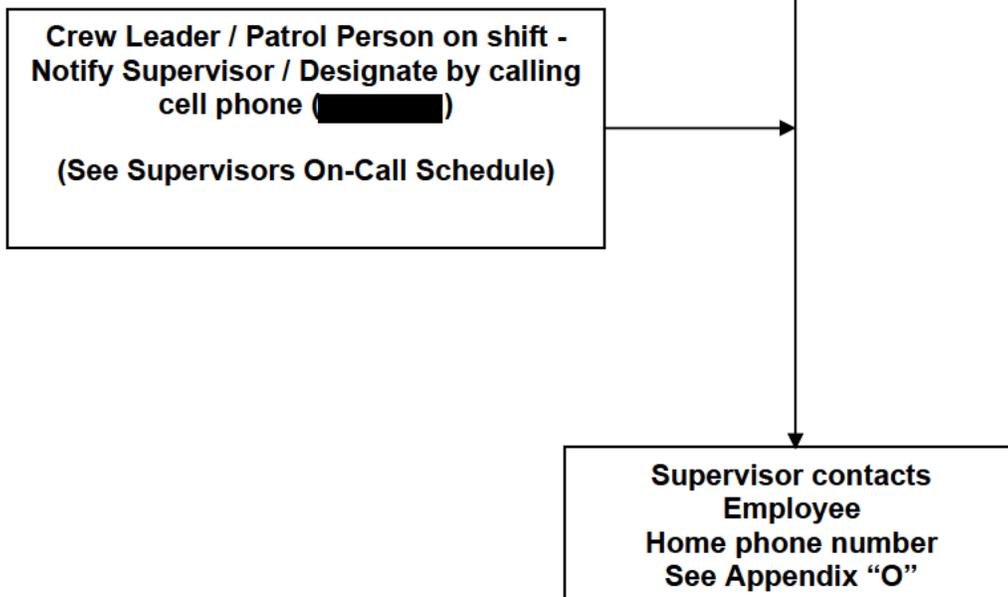
Public Works Department Operations Division

Winter Control Notification FLOW CHART

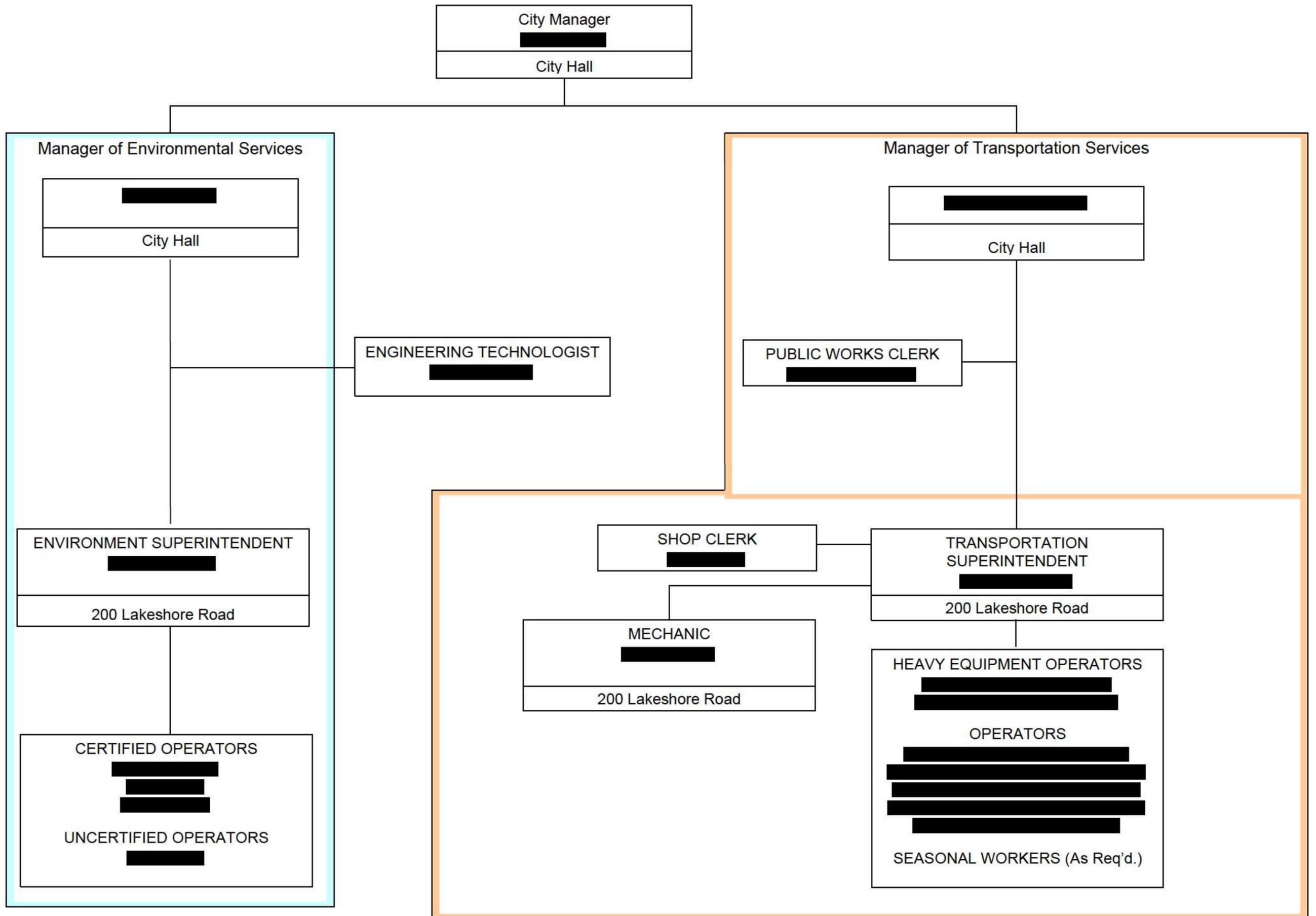
Monday - Friday



Afternoon Shifts, Evening Shifts, Saturday – Sunday – Statutory Holiday



Appendix L – PW Org. Chart



Appendix M – Shift Partners

City of Temiskaming Shores

2023 - 24 Winter Operations Plan	
Shift Partners	
Crew One	
Crew Two	
Crew Three	
Crew Four	
Dayshift	Afternoon Patrol -
<i>October 23</i>	

Appendix N – Shift Schedule

November

		30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
22:00 - 6:30								2	2	2	2	2	2	1A	1A	3	3	3	3	2A	2A	4	4	4	4	4	3A	3A	1	1	1	1	1
6:30 - 15:00		1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4			1,3,4	1,3,4	1,3,4	1,3,4	1,3,4	1B	1B	1AD,2,4	1,2,4	1,2,4	1,2,4	1,2,4	2B	2B	1,2,3	1,2,3	1,2,3	1,2,3	1,2,3	3B	3B	2,3,4	2,3,4	2,3,4	2,3,4
15:00 - 23:30								AP	AP	AP	AP	AP	AP	1C	1C	AP	AP	AP	AP	AP	2C	2C	AP	AP	AP	AP	AP	3C	3C	AP	AP	AP	AP

December

		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
22:00 - 6:30		4A	4A	2	2	2	2	2	1D	1D	3	3	3	3	3	2D	2D	4	4	4	4	4	3D	3D			1	1	1	4D	4D	
6:30 - 15:00		2,3,4	4B	4B	1,3,4	1,3,4	1,3,4	1,3,4	1,3,4	1C	1C	1,2,4	1,2,4	1,2,4	1,2,4	1,2,4	2C	2C	1,2,3	1,2,3	1,2,3	1,2,3	1,2,3	3C	AP*		2, 4	2,3,4	2,3,4	3	4C	4C
15:00 - 23:30		AP	4C	4C	AP	AP	AP	AP	AP	1E	1E	AP	AP	AP	AP	2E	2E	AP	AP	AP	AP	AP	AP	3E		AP	AP	AP	3E	4E	AP**	

January

		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
22:00 - 6:30		2	2	2	2	1B	1B	3	3	3	3	3	2B	2B	4	4	4	4	4	3B	3B	1	1	1	1	1	4B	4B	2	2	2	2
6:30 - 15:00		1,3,4	1,3,4	1,3,4	1,3,4	1E	1E	1,2,4	1,2,4	1,2,4	1,2,4	1,2,4	2E	2E	1,2,3	1,2,3	1,2,3	1,2,3	1,2,3	3E	3E	2,3,4	2,3,4	2,3,4	2,3,4	2,3,4	4E	4E	1,3,4	1,3,4	1,3,4	
15:00 - 23:30		AP	AP	AP	AP	1D	1D	AP	AP	AP	AP	AP	2D	2D	AP	AP	AP	AP	AP	3D	3D	AP	AP	AP	AP	AP	4D	4D	AP	AP	AP	AP

February

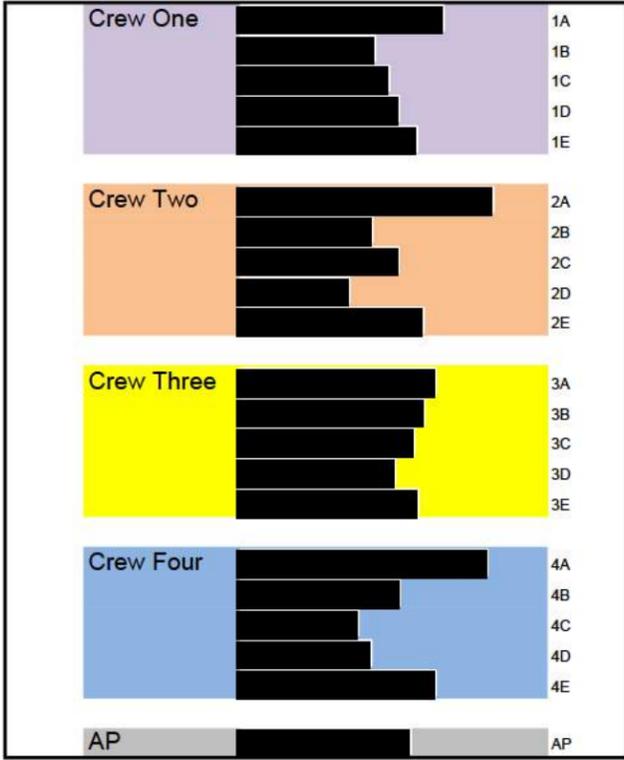
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
22:00 - 6:30		2	1C	1C	3	3	3	3	3	2C	2C	4	4	4	4	4	3C	3C		1	1	1	1	4C	4C	2	2	2	2	2	
6:30 - 15:00		1,3,4	1,3,4	1A	1A	1,2,4	1,2,4	1,2,4	1,2,4	1,2,4	2A	2A	1,2,3	1,2,3	1,2,3	1,2,3	1,2,3C	3A	3A		2,3,4	2,3,4	2,3,4	2,3,4	4A	4A	1,3,4	1,3,4	1,3,4	1,3,4	
15:00 - 23:30		AP	AP	1B	1B	AP	AP	AP	AP	2B	2B	AP	AP	AP	AP	AP	3B	3B		AP	AP	AP	AP	AP	4B	4B	AP	AP	AP	AP	AP

March

		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
22:00 - 6:30		1E	1E	3	3	3	3	3	2E	2E	4	4	4	4	4	3E	3E		1	1	1	1	1	4E	4E	2	2	2	2	1D	1D		
6:30 - 15:00		1,3,4	1D	1D	1,2,4	1,2,4	1,2,4	1,2,4	1,2,4	2D	2D	1,2,3	1,2,3	1,2,3	1,2,3	1,2,3	3D	3D		2,3,4	2,3,4	2,3,4	2,3,4	2,3,4	4D	4D	1,3,4	1,3,4	1,3,4	1,3,4	1C	1C	
15:00 - 23:30		AP	1A	1A	AP	AP	AP	AP	AP	2A	2A	AP	AP	AP	AP	AP	3A	3A		AP	AP	AP	AP	AP	4A	4A	AP	AP	AP	AP	AP	1E	1E

April

		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
22:00 - 6:30		3	3	3	3	2D	2D																									
6:30 - 15:00		1,2,4	1,2,4	1,2,4	1,2,4	2C	2C	1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4																				
15:00 - 23:30		AP	AP	AP	AP	2E	2E																									



***Christmas**
 3D works night shift Dec. 23. @ 630 am 3D gives on-call phone to AP
 AP carries phone and patrols, as required, 24 afternoon, 25, and 26
 AP gives phone to Crew 2/4 coming on day shift on the 27

****New Year's**
 4C works day shift New years eve. @3pm he gives the phone to AP
 AP carries phone and patrols, as required, 31 afternoon and Jan 1 day
 AP gives phone to Crews coming in on day shift on the 2nd

Family Day
 3B works Afternoon Sunday Feb 18th.
 Ap carries phone and patrols as required 19
 Gives phone to Crew 1 coming in on nights

Easter
 AP Holds Phone March 28th after their AP shift
 AP carries phone and patrols, as required, March 29 until 1D comes in on Nights.
 1E holds phone after their Sunday shift until Monday nightshift comes in.

Appendix O – Staff Contact
Information (Private & Confidential
Information to be available through
Clerks office)

Appendix P – Telephone System

City of Temiskaming Shores

Telephone System - Winter Operations 2023 - 2024						
Item	Day	Time	Action		Comments	
			Roads	W/S		
1	First point of Contact is 705-647-6220 if busy or after hours will prompt to Press "3" or transfer automatically to 705-648-5575					
2	Sunday 11:01 p.m. to Friday 3:00 p.m.	6:31 am to 3:00 pm	705-647-6220	705-648-3240	When main line is busy General voice mail Leave a message or press #3 should direct to 648-5575	705-647-6220 with a message
		3:01 pm to 11:30 pm	705-648-5575		General message system Landfill hours, roads, water to On call "person" Phone voice mails Leave a message or press #3 should direct to 648-5575	message in phone
		11:01 pm to 7:30 am	705-648-5575		General message system to On Duty "Night" phone Phone voice mail Leave a message or press #3 should direct to 648-5575	message in phone
3	Friday 3:01 p.m. to Sunday 11:00 p.m.	3:01 pm to 11:30 pm	705-648-5575		General message system to On Duty "Day" phone Phone voice mail Leave a message or press #3 should direct to 648-5575	message in phone
		11:00 pm to 7:30 am	705-648-5575		General message system to On Duty "Night" phone Phone voice mail Leave a message or press #3 should direct to 648-5575	message in phone
		7:00 am to 3:30 pm	705-648-5575		General message system to On Duty "Day" phone Phone voice mail Leave a message or press #3 should direct to 648-5575	message in phone
4	Secondary Contact	24 Hours per day			Manager of Environmental Services Manager of Transportation Services Leave a message or text if no response	

The Corporation of the City of Temiskaming Shores

By-law No. 2023-107

Being a by-law to enter into a Conditional Contribution Agreement with the Northern Ontario Heritage Fund Corporation (NOHFC) for a replacement intern in the Energy and Climate Change Coordinator position (one-year)

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

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

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

Whereas Council considered Administrative Report No. RS-013-2023 at the June 6, 2023 Committee of the Whole Meeting, and directed staff to submit a Request for Replacement application to the NOHFC People and Talent - Workforce Development Stream to hire an Energy and Climate Change Coordinator within the Recreation Department for a period of one-year; and

Whereas Council considered Memo No. 020-2023-RS at the October 3, 2023 Committee of the Whole meeting regarding the approval of the Request for Replacement application, and directed staff to prepare the necessary by-law to enter into a conditional contribution agreement with the Northern Ontario Heritage Fund Corporation (NOHFC) for a replacement intern in the Energy and Climate Change Coordinator position, for a one-year period in the amount of \$35,000.

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

1. That the Mayor and Clerk be authorized to enter into a conditional contribution agreement with the Northern Ontario Heritage Fund Corporation for a replacement intern in the Energy and Climate Change Coordinator position, for a one-year period in the amount of \$35,000, a copy of which is attached hereto as Schedule "A" and forming part of this by-law; and
2. That the Mayor and Clerk have the delegation of authority to execute any and all required documentation and amendments, on behalf of the City of Temiskaming Shores, as required under the Contribution Agreement, as long as the amendments do not create any financial liability for the City that is beyond a budget approved by Council.

3. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

Read a first, second and third time and finally passed this 17th day of October 2023.

Mayor

Clerk



Schedule "A" to

By-law No. 2023-107

Being a funding Agreement between

The Corporation of the City of Temiskaming Shores

and

Northern Ontario Heritage Fund Corporation (NOHFC)

For an Energy and Climate Change Coordinator position
(One-year)

September 14, 2023

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

325 Farr Drive, PO Box 2050
Haileybury Ontario P0J 1K0
Attention: Mathew Bahm, Director of Recreation
E-mail: mbahm@temiskamingshores.ca

Dear Mathew Bahm:

The proposed contract attached is being delivered to you in connection with your request for a replacement intern in accordance with your previous agreement with NOHFC for NOHFC File Number **7400916** (the “**Previous Agreement**”). The replacement intern is referred to as the “intern” in this letter and the documents that follow.

Enclosed are:

- The proposed contract between THE CORPORATION OF THE CITY OF TEMISKAMING SHORES (the Employer) and Northern Ontario Heritage Fund Corporation (NOHFC)
- An electronic funds transfer (EFT) form

Please note that you need to have hired your intern and entered the intern’s actual start date of the Work Term in Section B of Schedule A of the proposed contract prior to signing it. The Work Term may not commence prior to **June 23, 2023**. The Work Term will then run for 56 weeks after the start date that you insert. The intern must be provided with 52 weeks of paid work within the 56-week Work Term.

If you have not yet hired your intern, please hold onto this proposed contract until you have done so. If your intern has not started the internship by **August 11, 2024**, your funding approval will expire, NOHFC will not sign the proposed contract, and your file will be closed. However, you may submit a new funding application under the *People & Talent Program*, which will be evaluated in the normal course in accordance with NOHFC’s usual guidelines and criteria.

Once you have hired your intern and entered the start date for the Work Term in Section B of Schedule A of the proposed contract, please return to NOHFC:

- The proposed contract, signed by an authorized signing officer(s) of the Employer
- Completed and signed EFT form
- Void cheque, or signed or stamped bank letter, to verify banking information

Please return the completed documents to NOHFC electronically by e-mail to NOHFC.FinancialServicesUnit@ontario.ca, no later than 30 days after the start date of the Work Term. If you require assistance to send your documents electronically, please [click here](#).

NOHFC will not disburse any funds until, among other requirements, a fully signed contract is in place and NOHFC has received the completed EFT form and satisfactory banking information.

For your records, one fully signed version of the contract will be returned to your organization after it is signed by NOHFC.

If you have any questions regarding your internship or need any of this documentation in a different format, please contact your project officer, Shelley LeBoeuf by telephone at 705-992-4823 or by e-mail at shelley.leboeuf@ontario.ca.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Guerard". The signature is fluid and cursive, with a long, sweeping tail on the final letter.

John Guerard
Executive Director
c. Shelley LeBoeuf
Enclosures

This **CONDITIONAL CONTRIBUTION AGREEMENT** is made effective as of the first day of the Work Term

B E T W E E N: **NORTHERN ONTARIO HERITAGE FUND CORPORATION**
a corporation existing under the laws of Ontario
(“**NOHFC**”)

A N D: **THE CORPORATION OF THE CITY OF TEMISKAMING SHORES**
a municipality existing under the laws of Ontario
(the “**Employer**”)

WHEREAS the Employer sought financial assistance from NOHFC to hire an intern to fill the Position, and entered into a conditional contribution agreement with NOHFC for such financial assistance under NOHFC File Number 7400916 (the “**Previous Agreement**”);

AND WHEREAS the Employer advised NOHFC that the intern under the Previous Agreement left the Position prior to the end of the work term thereunder, and that the Employer wished to hire a replacement intern for the Position in accordance with the terms of the Previous Agreement;

AND WHEREAS NOHFC wishes to continue to provide financial assistance towards the Eligible Costs of the Position, in the form of a conditional contribution, subject to the terms and conditions of this Agreement;

NOW THEREFORE in consideration of mutual promises and agreements contained in this Agreement and other good and valuable consideration, the parties agree as follows:

1. Interpretation

1.1. This agreement, together with:

Schedule A - Position Details;

Schedule B - Request for Reimbursement Form; and

Schedule C - Final Report;

and any agreement entered into as provided for in Section 15.2 having the effect of amending the foregoing,

(the “**Agreement**”) constitutes the entire agreement between the parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations, understandings and agreements.

1.2. In this Agreement, the following capitalized terms have the meanings set out below:

(a) “**Actual Wages**” means gross salary or wages paid by the Employer to the Intern for a maximum of 52 weeks of work during the Work Term, including statutory holiday pay, but excluding all MERCs;

(b) “**Contribution**” means the conditional contribution payable by NOHFC to the Employer in accordance with this Agreement;

- (c) **“Eligible Candidate”** means an individual who:
- (i) Intentionally deleted,
 - (ii) is either a new entrant into the workforce, is transitioning to a new career, or is unemployed or underemployed and is entering a new field,
 - (iii) has not previously participated in NOHFC’s People & Talent Program,
 - (iv) is at least 18 years of age,
 - (v) resides in Northern Ontario,
 - (vi) is legally entitled to work in Canada, and
 - (vii) unless NOHFC has granted its prior written consent otherwise, is not a child, sibling, parent or spouse of, or is not cohabitating with:
 - A. the Employer (if the Employer is an individual),
 - B. any person involved in the Employer’s hiring procedures or the Employer’s decision-making, which is deemed to include directors, officers and/or partners of the Employer and the supervisor of the Intern, or
 - C. any person who has an ownership interest in the Employer;
- (d) **“Eligible Costs”** means (i) the Actual Wages, and (ii) 15% of the Actual Wages, representing MERCs;
- (e) **“Final Report”** means a completed and duly executed final report in the form of Schedule C;
- (f) **“Intern”** means the Eligible Candidate hired to fill the Position through a fair and transparent selection process;
- (g) **“Maximum Funds”** means the maximum amount payable to the Employer under this Agreement, which is the lesser of:
- (i) the NOHFC Percentage of Eligible Costs, and
 - (ii) the amount set out in the column entitled “Maximum NOHFC Contribution” in the table in Section C of Schedule A;
- (h) **“MERCs”** means mandatory employment related costs required to be paid or remitted by the Employer in accordance with applicable law (including mandatory minimum vacation pay, employer’s contributions to employment insurance and the Canadian Pension Plan, employer health tax, and Workplace Safety and Insurance Board premiums), but excluding statutory holiday pay;
- (i) **“NOHFC Percentage”** means the percentage of Eligible Costs reimbursable by NOHFC under this Agreement, as set out in the column entitled “NOHFC % of Eligible Costs” in the table in Section C of Schedule A;
- (j) **“Northern Ontario”** means the territorial districts of Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay, and Timiskaming;

- (k) “**Position**” means the internship position described in Section A of Schedule A;
- (l) “**Position Details**” means all of the information contained on Schedule A which, for clarity, includes the internship position description in Section A, the Work Term in Section B, and the financial information in Section C;
- (m) “**Provincial Entity**” means His Majesty the King in right of Ontario or any “public entity” (as defined in the *Financial Administration Act* (Ontario) R.S.O. 1990, c. F.12);
- (n) “**Request for Reimbursement**” means a request for the disbursement of a portion of the Contribution to reimburse Eligible Costs, which request is completed and duly executed in the form of Schedule B, and is accompanied by documentation satisfactory to NOHFC evidencing the payment of the Intern’s gross salary or wages claimed for the period covered in the request for reimbursement form;
- (o) “**Reports**” means any information, including accounts, data, and projections, as NOHFC may request from time to time, but excludes the Final Report; and
- (p) “**Work Term**” means the term of the Position set out in Section B of Schedule A.

1.3. For the purpose of interpretation:

- (a) the words “include”, “includes”, and “including” are used to indicate nonexclusive examples and not that the parties intended such examples to be an exhaustive list; and
- (b) any reference to dollars or currency shall be to Canadian dollars or currency.

2. Term

- 2.1. The term of this Agreement shall commence as of the first day of the Work Term and shall expire (unless terminated earlier in accordance with its terms) after all of the following have occurred: (i) receipt by NOHFC of the final Request for Reimbursement and Final Report (each in form and substance satisfactory to NOHFC); and (ii) NOHFC has made its final disbursement of funds under this Agreement.

3. Position and Hiring

- 3.1. The Employer shall hire, employ and pay the Intern for 52 weeks during the Work Term. At all times, the Employer shall remain responsible for training, supervising, and paying the Intern.
- 3.2. The Employer shall not make any changes to the Position Details without the prior written consent of NOHFC.
- 3.3. The Employer shall provide direct, onsite supervision to the Intern unless NOHFC provides its prior written consent to an alternative arrangement.
- 3.4. The Employer shall promptly notify NOHFC if the Intern will no longer be working in the Position at any time prior to having completed 52 weeks of paid work.

- 3.5. The Contribution shall be acknowledged by the Employer on all reports, press releases, public statements, and publications pertaining to the Position or the Intern.

4. Contribution

- 4.1. Subject to the terms and conditions of this Agreement, NOHFC shall provide the Contribution to reimburse the Employer for Eligible Costs up to the amount of the Maximum Funds.
- 4.2. Subject to the terms and conditions of this Agreement, the Contribution shall be provided as follows:
- (a) The Contribution will be disbursed in two instalments, each such instalment relating to Eligible Costs claimed for 26 weeks of paid work, provided that NOHFC has received (in form and substance satisfactory to NOHFC) the following items in respect of each request for a disbursement of the Contribution:
 - (i) a Request for Reimbursement;
 - (ii) a Final Report, if such request is the final request for disbursement; and
 - (iii) any other Reports requested by NOHFC.
 - (b) Notwithstanding Subsection 4.2(a), NOHFC may, in its sole and absolute discretion, increase the number of instalments in which it disburses the Contribution to the Employer (which, for greater certainty, shall in no way increase the amount of the Contribution), and may require the Employer to submit additional Requests for Reimbursement or Reports as conditions precedent to disbursing funds in such manner.
- 4.3. Subject to the terms and conditions of this Agreement, NOHFC shall deposit the funds electronically into an account designated by the Employer in writing, provided that the account resides at a Canadian financial institution and is in the name of the Employer. Notwithstanding the foregoing, NOHFC may, in its sole and absolute discretion, issue a cheque in the Employer's name as an alternative to the electronic deposit of funds.
- 4.4. The Employer shall notify NOHFC if the Employer receives any government funding towards the Eligible Costs from sources other than NOHFC. NOHFC may in its discretion reduce the amount of the Contribution by an amount equal to the amount of any additional government funding received by the Employer.
- 4.5. If the Employer for any reason receives funds from NOHFC in excess of what is provided for in this Agreement, the excess amount shall be a debt due and repayable by the Employer to NOHFC in accordance with Section 12.1 of this Agreement.

5. Reports

- 5.1. The Employer shall prepare and submit to NOHFC (in form and substance satisfactory to NOHFC):
- (a) a Final Report within 60 days of the end of the Work Term; and
 - (b) any other Reports requested by NOHFC.

6. Conditions Precedent to Disbursement

- 6.1. NOHFC's obligation to provide any disbursement of the Contribution under this Agreement is subject to the satisfaction of the following conditions precedent (in form and substance satisfactory to NOHFC):
- (a) NOHFC shall have received copies of the insurance certificate(s) as required by Section 10.3 and other documents as may be requested in Article 10;
 - (b) NOHFC shall have received such information about the Intern as it may reasonably require (but not any personal information, as defined in the *Freedom of Information and Protection of Privacy Act* (Ontario), unless the disclosure of such personal information has been consented to by the Intern), including any declaration or certification forms from the Intern and/or the Employer that NOHFC may require in order to verify that the Intern is an Eligible Candidate; and
 - (c) NOHFC shall have received a completed electronic funds transfer form authorizing NOHFC to deposit the funds into the Employer's designated bank account by way of electronic funds transfer.

7. Representations, Warranties, and Covenants

- 7.1. The Employer represents, warrants, and covenants that:
- (a) it has hired the Intern through a fair and transparent selection process, which includes having publicly posted the job advertisement for the internship, and it will provide a copy of the publicly posted job advertisement to NOHFC at its request;
 - (b) it is, and shall remain during the term of this Agreement, a validly existing legal entity with full power to enter into and fulfill its obligations under this Agreement, and it has taken all necessary action to authorize the execution, delivery, and performance of this Agreement;
 - (c) it has, and shall continue to have for the term of the Agreement, the experience and expertise necessary to fulfill its obligations under the Agreement;
 - (d) all information provided in, or in support of, the Employer's application to NOHFC for funding related to this Agreement was, and shall remain during the term of this Agreement, true and complete in all material respects;
 - (e) it is, and shall remain during the term of this Agreement, in compliance with any and all laws, statutes, by-laws, ordinances, decrees, requirements, directives, orders, judgments, licenses, permits, codes, regulations, rules or other items having the force of law, and any applicable determinations, interpretations, rulings, orders, or decrees of any governmental authority or arbitrator that are legally binding at the time; and
 - (f) it is, and shall remain during the term of this Agreement, in compliance with all of its obligations to pay or remit, as required, MERCs to the applicable persons or authorities as contemplated by law.

8. Default

8.1. Each of the following constitutes an “**Event of Default**” under this Agreement:

- (a) if the Employer becomes bankrupt or insolvent, goes into receivership, or becomes the subject of any proceeding under, or applies for the benefit of, any statute relating to bankrupt or insolvent debtors, or in the sole opinion of NOHFC, otherwise faces serious financial difficulty;
- (b) an order is made, or resolution passed, for the winding up of the Employer, or the Employer is dissolved or, in the sole opinion of NOHFC, the nature of the Employer’s operations change such that the Employer no longer meets one or more of the applicable eligibility requirements of the NOHFC program under which it applied;
- (c) the Employer ceases to operate in Northern Ontario;
- (d) in the sole opinion of NOHFC, the Employer has submitted false or misleading information to NOHFC, or otherwise makes a misrepresentation to NOHFC, including in connection with the Employer’s application for funding, in a Request for Reimbursement, or at any other time;
- (e) if any representation or warranty provided to NOHFC (herein or otherwise, including in connection with the Employer’s application for funding) by, or on behalf of, the Employer is incorrect in any material respect on the date on which such representation or warranty was made;
- (f) if, in the sole opinion of NOHFC, the Employer breaches any covenant, or any other term or condition of this Agreement;
- (g) the Employer fails to comply with any term, condition, or obligation under any other agreement with NOHFC or a Provincial Entity; or
- (h) in the sole opinion of NOHFC, there is a material adverse change in risk.

8.2. Following the occurrence of any Event of Default, NOHFC may:

- (a) immediately suspend its obligation to make any further disbursements of the Contribution;
- (b) reduce the Maximum Funds;
- (c) cancel all further disbursements of the Contribution;
- (d) demand the repayment of an amount equal to that portion of the Contribution that NOHFC provided to the Employer;
- (e) terminate this Agreement without liability, penalty, or costs to NOHFC, which termination may take effect at any time specified by notice, including immediately; and/or
- (f) exercise any other rights or remedies available to it under applicable law.

Additionally, the Employer acknowledges that NOHFC may consider the Employer's performance of this Agreement, or any Event of Default hereunder, in connection with its evaluation of any future applications by the Employer or related parties for NOHFC funding.

9. Records and Monitoring

- 9.1. The Employer shall maintain, for a period of 7 years after the creation thereof, all records (both financial and non-financial, including invoices, books of account, and evidence of payment or remittance, as applicable, of Eligible Costs) relating to this Agreement, the Position Details, or the Intern in a manner consistent with generally accepted accounting procedures.
- 9.2. NOHFC, its authorized representatives or an independent auditor identified by NOHFC may, at its own expense, upon 24 hours' notice to the Employer and during normal business hours, enter upon the Employer's premises and the Intern's work site to review the progress of the Position and the Employer's expenditure of the Contribution, and for these purposes NOHFC, its authorized representatives or an independent auditor identified by NOHFC, may:
 - (a) inspect and copy the records and documents referred to above; and
 - (b) conduct an audit or investigation of the Employer in respect of the expenditure of the Contribution and/or the hiring, training, supervision and payment of the Intern.
- 9.3. To assist in respect of the rights set out above, the Employer shall disclose any information reasonably requested by NOHFC, its authorized representatives or an independent auditor identified by NOHFC, and shall do so in a form reasonably requested by NOHFC, its authorized representatives or an independent auditor identified by NOHFC, as the case may be.
- 9.4. For greater certainty, NOHFC's audit rights in this Agreement are in addition to any rights provided to the Auditor General pursuant to the *Auditor General Act* (Ontario).
- 9.5. If NOHFC or the Auditor General of Ontario believes that there are inaccuracies in or inconsistencies between any information submitted to NOHFC and the Employer's financial records and books of account, NOHFC or the Auditor General of Ontario may request, and the Employer shall provide at its own expense, an audit report from a public accountant licensed under the laws of Ontario. The audit report shall be satisfactory to NOHFC and/or the Auditor General of Ontario, as applicable, in form and content, and address:
 - (a) the Contribution received to date;
 - (b) the Eligible Costs incurred by the Employer to date;
 - (c) whether the Eligible Costs were incurred in accordance with this Agreement; and
 - (d) other financial information pertaining to this Agreement as may be reasonably specified in the request.
- 9.6. No provision of this Agreement shall be construed to give NOHFC any control whatsoever over the Employer's records or documents.

10. Indemnity and Insurance

- 10.1. The Employer shall indemnify and hold harmless Northern Ontario Heritage Fund Corporation and each of its officers, directors, advisors, agents, and representatives from and against any and all liability, losses, costs, damages, and expenses (including legal, expert, and consultant fees), causes of action, actions, claims, demands, lawsuits, or other proceedings, by whomever made, sustained, incurred, brought, or prosecuted, in any way arising out of or in connection with this Agreement or otherwise in respect of the Employer, the Intern or the Position.
- 10.2. The Employer represents and warrants that it has, and shall maintain for the term of the Agreement, at its own cost and expense (with insurers having a secure A.M. Best rating of B+ or greater or the equivalent), and that it has, and shall for the term of the Agreement, comply with the requirements of, all the necessary and appropriate insurance that a prudent person carrying out obligations similar to the obligations required of the Employer under this Agreement would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than two million dollars (\$2,000,000) per occurrence, which commercial general liability policy shall include:
- (a) Northern Ontario Heritage Fund Corporation and each of its officers, directors, advisors, agents, and representatives as additional insureds with respect to liability arising in the course of performance of the Employer's obligations under, or otherwise in connection with, this Agreement;
 - (b) a cross-liability clause;
 - (c) contractual liability coverage; and
 - (d) a thirty (30) day written notice of cancellation or material change.
- 10.3. The Employer shall provide NOHFC with valid certificates of insurance, or other proof as may be requested by NOHFC, that confirms the insurance coverage as provided in Section 10.2. Further, upon request by NOHFC, the Employer shall make available to NOHFC a copy of each insurance policy.
- 10.4. Without limiting the terms of Subsection 7.1(e), if the Employer is subject to the *Workplace Safety and Insurance Act, 1997*, the Employer shall at all times throughout the employment of the Intern pay all amounts payable under such Act to the Workplace Safety and Insurance Board (WSIB) when they are due and, upon the request of NOHFC, shall deliver to NOHFC a copy of a current compliance certificate issued by the WSIB.

11. Termination on Notice

- 11.1. NOHFC may terminate this Agreement at any time and for any reason without liability, penalty, or costs upon giving at least 30 days' notice to the Employer.
- 11.2. If NOHFC terminates this Agreement pursuant to Section 11.1, NOHFC may cancel further instalments of the Contribution that would otherwise have been payable after the effective date of termination.

12. Repayment and Set Off

- 12.1. If the Employer owes any monies, including any portion of the Contribution, to NOHFC, whether or not their return or repayment has been demanded by NOHFC, such monies shall be deemed to be a debt due and owing to NOHFC by the Employer, and the Employer shall pay or return the amount to NOHFC immediately unless NOHFC directs otherwise. NOHFC may charge the Employer interest on any monies owing by the Employer at the then current interest rate charged by the Province of Ontario on accounts receivable.
- 12.2. If the Employer is or becomes indebted to NOHFC under this or any other agreement between them, NOHFC shall have the right to set off the amount of such indebtedness against the amount owing to the Employer under this Agreement and to reduce the total amount of the Contribution payable to the Employer by such amount.

13. Acknowledgements

- 13.1. The Employer acknowledges that NOHFC is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario), as amended from time to time, and that any information provided to NOHFC in connection with the Position or otherwise in connection with this Agreement is subject to disclosure in accordance with that Act.
- 13.2. The Employer acknowledges that this Agreement is not an employment agreement, and that the Employer is not an agent, joint venturer, partner, or employee of NOHFC or any of its directors, officers, agents, advisors, or representatives, and the Employer shall not take any actions that could establish or imply such a relationship. The Employer further acknowledges that NOHFC has no responsibility for, no relationship with, and no liability for the actions of, the Intern.
- 13.3. The Employer acknowledges and confirms that it is solely responsible for the identification and recruitment of Eligible Candidates for the Position and the selection of the intern to fill the Position.
- 13.4. The Employer is responsible for any cost overruns related to the Position.

14. Notices

- 14.1. Any notices or communications to be given under this Agreement shall be in writing and shall be given by personal delivery, prepaid registered mail, courier service, fax, or e-mail and shall be addressed as follows (or as either party may otherwise designate to the other upon notice):

	NOHFC	EMPLOYER
Full Legal Name	Northern Ontario Heritage Fund Corporation	THE CORPORATION OF THE CITY OF TEMISKAMING SHORES
Address	70 Foster Drive, Suite 200 Sault St. Marie, Ontario P6A 6V8	325 Farr Drive, PO Box 2050 Haileybury Ontario P0J 1K0
Contact Name	John Guerard	Mathew Bahm
	Executive Director	Director of Recreation
Facsimile	1 (705) 945-6701	
E-mail	NOHFC.FinancialServicesUnit@ontario.ca	mbahm@temiskamingshores.ca

- 14.2. Notices given by personal delivery, registered mail, or courier shall be deemed to have been given and received on the day of actual delivery thereof or, if such day is not a business day, then on the first business day thereafter. Any notice given by fax or e-mail on a business day before 4:00 p.m. shall be deemed to have been given and received on such business day, and otherwise shall be deemed to have been given and received on the first business day following transmission.

15. Other Terms and Conditions

- 15.1. The rights and obligations of the Employer under this Agreement are not assignable to any other person without the prior written consent of NOHFC, which consent may be withheld in NOHFC's sole discretion.
- 15.2. This Agreement may only be amended by: (i) a written agreement duly executed by the parties, or (ii) e-mail transmission, where the proposed amendments to the Agreement are set out in an e-mail by an authorized representative of NOHFC and an authorized representative of the Employer indicates its acceptance of the amendments by return e-mail.
- 15.3. The failure or delay by NOHFC in exercising any right or remedy with respect to any breach of this Agreement by the Employer shall not operate as a waiver or release thereof or of any other right or remedy. Any waiver must be in writing and signed by NOHFC to be effective and shall be limited only to the specific breach waived.
- 15.4. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision and any invalid provision shall be deemed to be severed.
- 15.5. All rights and obligations contained in this Agreement will extend to and be binding on the parties and their respective heirs, executors, administrators, successors, and permitted assigns.
- 15.6. The rights and remedies of NOHFC under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.
- 15.7. This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein. Any actions or proceedings arising in connection with this Agreement shall be conducted in Ontario.

- 15.8. The provisions of this Agreement marked as Article 1, Section 3.4(b), Section 3.5, Section 4.4, Section 4.5, Section 8.1, Sections 8.2(d) and (f), Article 9, Section 10.1, Section 11.2, Article 12, Article 13, Article 14, Section 15.3, Section 15.4, Section 15.5, Section 15.6, Section 15.7, Section 15.8, Section 15.9 and Section 15.10 and all applicable definitions used, and provisions and schedules cross-referenced therein, shall survive any expiry, termination, or cancellation of this Agreement and continue in full force and effect for a period of 7 years thereafter.
- 15.9. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
- 15.10. This Agreement may be executed by electronic signature and delivered by facsimile or e-mail transmission, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. The words “execution,” “signed,” “signature,” and similar words in this Agreement shall be deemed to include electronic signatures or the keeping of records in electronic form, each of which shall be of the same legal effect, validity and enforceability as a manually executed signature.

[Signature page follows]

The parties have executed this Agreement as of the date first stated above.

**NORTHERN ONTARIO HERITAGE FUND
CORPORATION**

Name: John Guerard
Title: Executive Director

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

Name:
Title:

Name:
Title:

I/We have authority to bind the Employer.

SCHEDULE A

POSITION DETAILS**

A. POSITION DESCRIPTION

TITLE: Energy and Climate Change Coordinator

DESCRIPTION:

- Assist with the management of the City’s energy procurement program including maintenance of the Town’s energy management software and forecasting utility budgets.
- Develop and implement the City’s local climate action plan as required within the Partners for Climate Protection program.
- Manage the development of and coordinate the implementation of various strategies that focus on reducing municipal greenhouse gas emissions. This includes, but is not limited to, Corporate Green Fleet Strategies, Corporate Green Building Standards and Waste Management strategies.
- Manage the development of and coordinate the implementation of various strategies that focus on embedding climate change adaptation into the management of City owned assets and community spaces.
- Collaborate with the City’s Climate Change Committee, including planning, implementation, monitoring and reporting on the City’s progress within the Partner for Climate Protection Program.
- Identify, develop, implement and monitor grant applications, energy incentives and changes to applicable legislation.
- Network with other energy, sustainability and climate change professionals within public and private organizations.
- Perform other related duties as required to meet the needs of the organization.

B. WORK TERM*

<p>START DATE:</p> <p style="text-align: center;">August 29, 2023</p> <p>(INSERT INTERN’S ACTUAL START DATE ABOVE)</p>	<p>END DATE:</p> <p>THE DATE THAT IS 56 WEEKS AFTER THE START DATE.</p> <p>NOTE: WEEKS ARE COUNTED IN 7-DAY INTERVALS.</p>
---	---

* **Note:** Start date cannot be earlier than **June 23, 2023**

C. FINANCIAL INFORMATION

NUMBER OF WEEKS OF WORK	NUMBER OF HOURS OF WORK PER WEEK	HOURLY PAY RATE	WEEKLY WAGES (NOT INCLUDING MERCs)	TOTAL WAGES (NOT INCLUDING MERCs)	MERCs ELIGIBLE AMOUNT (15% OF TOTAL WAGES)	TOTAL WAGES (INCLUDING MERCs)	MAXIMUM NOHFC CONTRIBUTION	NOHFC % OF ELIGIBLE COSTS
52	35	\$ 21.00	\$735.00	\$38,220.00	\$5,733.00	\$43,953.00	\$35,000.00	79.63%

**** Note:** Pursuant to Section 3.2, the Employer may not make any changes to the Position Details without NOHFC's prior written consent. For clarity, this includes not making any changes to the position description in Section A, the Work Term in Section B and the financial information in Section C of this Schedule A.

SCHEDULE B

REQUEST FOR REIMBURSEMENT FORM

This request for reimbursement form should be completed by the Employer and returned to the project officer assigned to the Employer by NOHFC. It must be accompanied by documentation evidencing the payment of the Intern's gross salary or wages claimed for the period covered in this form (e.g. pay stubs, pay register, etc. showing gross wages and deductions; but noting that Excel spreadsheets, Payroll Deductions Online Calculator and bank statements are NOT acceptable as documentary evidence, unless accompanied by cancelled cheques for each pay period). If this is a final request for reimbursement, then a Final Report (Schedule C) must accompany this form.

General Information	Internship Claim	
NOHFC File Number: 7410078	1st Claim <input type="checkbox"/>	Final Claim <input type="checkbox"/>
Position: Energy and Climate Change Coordinator	Pay Period covered From: _____	Pay Period covered From: _____
Employment Start Date:	To: _____	To: _____
		Last Date Intern Worked: _____

Employer Profile	
Employer Name: THE CORPORATION OF THE CITY OF TEMISKAMING SHORES	Contact Name: _____
Contact Number(s): _____	

Funding Calculations	
Maximum NOHFC Contribution: \$ _____	Claims to Date: \$ _____

Claim Calculation (reference note below for Eligible Costs)

(A)	(B)	(C)	(D)	(E)	(F)	Total Request for Disbursement (this claim)
Total Weeks Worked	Total Hours per Week	Hourly Pay Rate	Weekly Wages (not including MERCs)	Total Wages (not including MERCs)	15% added to Total Wages for MERCs	Total Request for Disbursement (this claim)
			(B) x (C)	(D) x (A)	(E) X 1.15	(F) x NOHFC Percentage*
_____ weeks	_____ hours	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

***Amount claimed in this Request for Reimbursement Form together with all previous disbursements to date cannot exceed the Maximum Funds.**

Note: **"Eligible Costs"** means (i) the Actual Wages, and (ii) 15% of the Actual Wages, representing MERCs,

where:

"Actual Wages" means gross salary or wages paid by the Employer to the Intern for a maximum of 52 weeks of work during the Work Term, including statutory holiday pay, but excluding all MERCs, and

"MERCs" means mandatory employment related costs required to be paid or remitted by the Employer in accordance with applicable law (including mandatory minimum vacation pay, employer's contributions to employment insurance and the Canadian Pension Plan, employer health tax, and Workplace Safety and Insurance Board premiums), but excluding statutory holiday pay.

For Office Use Only

Eligible Costs on this Claim: \$ _____	x	Percentage of Eligible Costs payable by NOHFC: _____ %	=	Amount Claimed from NOHFC: \$ _____
---	---	--	---	--

Certification by Employer

The undersigned hereby certifies that:

- (a) all expenditures reported in this form are Eligible Costs as defined in the Agreement;
- (b) the Employer is in compliance with all of its obligations to pay or remit, as required, MERCs to the applicable persons or authorities as contemplated by law;
- (c) the Intern is an Eligible Candidate;
- (d) the representations and warranties set forth in the Agreement are true and correct in all material respects on the date set out below;
- (e) no Event of Default has occurred and is continuing as of the date set out below; and
- (f) all of the Employer's obligations to date, as set out in the Agreement, have been satisfied.

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

By: _____

I have authority to bind the Employer.

Name (Print)

Date

Title

SCHEDULE C

Final Report

NOHFC File Number: 7410078

Employer: THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

Internship position title: Energy and Climate Change Coordinator

This Final Report is provided pursuant to the Conditional Contribution Agreement between the Northern Ontario Heritage Fund Corporation and **THE CORPORATION OF THE CITY OF TEMISKAMING SHORES** in respect of NOHFC File Number **7410078**

Have the objectives of the Position been met? Please use Schedule A as a reference.

What is the employment status of the Intern hired under the program?

- Intern was hired by our organization

- Intern has secured employment at another organization:
 - In Northern Ontario
 - Outside Northern Ontario

- Intern returned to school
- Intern returned to the intern's home community
- The Employer cannot fund the position going forward

- None of the above – please explain: _____

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

By: _____

I have authority to bind the Employer.

Date

Name (Print)

Title

**NORTHERN ONTARIO HERITAGE FUND CORPORATION
ELECTRONIC FUNDS TRANSFER (EFT) AUTHORIZATION FORM**

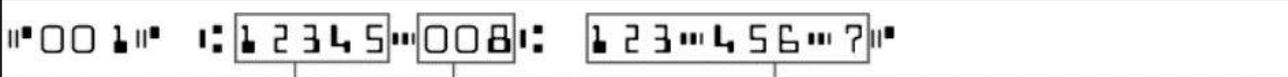
*** to deposit funds into your account***

PROJECT NUMBER: 7410078

EMPLOYER NAME (the "Employer"): THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

FINANCIAL INSTITUTION INFORMATION		
ACCOUNT HOLDER NAME		
FINANCIAL INSTITUTION		
FINANCIAL INSTITUTION ADDRESS		
CITY	PROVINCE	POSTAL CODE
TRANSIT # 5 DIGITS	BANK # 3 DIGITS	ACCOUNT # 7-12 DIGITS

Cheque Example:


TRANSIT # BANK # ACCOUNT #

I hereby authorize Northern Ontario Heritage Fund Corporation to deposit funds electronically, pursuant to the loan and conditional contribution agreement or conditional contribution agreement (as the case may be) between NOHFC and Employer, into the bank account described above.

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

Attach one of the following displaying your legal name and account information:

- Void Cheque
- Signed or stamped bank letter

Please note:

- A signed EFT form with void cheque is required for each project before a disbursement is made.
- Payment notifications and details are issued to Employer via automated e-mail:

E-mail Address: _____

Note: Bank counter cheques or cheques with hand written information are not acceptable.

Please e-mail this form and a copy of a void cheque to
Northern Ontario Heritage Fund Corporation at NOHFC.FinancialServicesUnit@ontario.ca.

The Corporation of the City of Temiskaming Shores

By-law No. 2023-108

Being a by-law to enter into a three (3) year agreement with Georgia-Pacific LLC for an advertisement on the 2024 Olympia Ice Resurfacer at the Don Shepherdson Memorial Arena

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

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

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

Whereas Council considered Administrative Report No. RS-022-2023 at the October 3, 2023 Committee of the Whole meeting, and directed staff to prepare the necessary by-law to enter into a three (3) year agreement with Georgia-Pacific LLC for an advertisement on the City's 2024 Olympia Ice Resurfacer, for a contribution of \$7,000 plus applicable taxes per year, for consideration at the October 17, 2023 Regular Council meeting.

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

1. That the Mayor and Clerk be authorized to enter into a three (3) year agreement with Georgia-Pacific LLC for an advertisement on the 2024 Olympia Ice Resurfacer at the Don Shepherdson Memorial Arena, for a contribution of \$7,000 plus applicable taxes per year, a copy of which is attached hereto as Schedule "A" and forms part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 17th day of October, 2023.

Mayor

Clerk



Schedule “A” to

By-law No. 2023-108

Agreement between

The Corporation of the City of Temiskaming Shores

and

Georgia-Pacific LLC

THIS Agreement made this 17th day of October, 2023;

Between:

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

And:

Georgia-Pacific LLC.
(herein referred to as “the Advertiser”)

WHEREAS the City has purchased a new ice resurfacer for use at the Don Shepherdson Memorial Arena;

AND WHEREAS the Advertiser is interested in placing an advertisement on the new ice resurfacer.

THEREFORE the parties to this agreement agree to the following covenants.

1. JOINT COVENANTS

- a. That the term of the agreement shall be from August 1, 2024 to July 31, 2027
- b. That the Advertiser shall have the right to extend the agreement for an additional term of three (3) years beginning August 1, 2027, provided they send the City notice in writing of their desire to extend the agreement by March 1, 2027. All other terms of the agreement shall remain the same.

2. ADVERTISER’S COVENANTS

- a. Make a payment of seven thousand dollars (\$7,000) on August 1st during each year of the term of the agreement.
- b. Provide approval for the design, printing and installation of an advertisement to be placed on the City’s ice resurfacer using the Advertiser’s branding.
- c. Be solely responsible for any costs to change the advertisement on the ice resurfacer after the agreement comes into effect on August 1, 2024.

3. CITY’S COVENANTS

- a. Coordinate the design, printing and installation of an advertisement to be placed on the city’s ice resurfacer. The City shall be responsible for any costs associated with the advertisement.

- b. Ensure the advertisement is installed by August 1, 2024, and that the ice resurfacer is in-service by this date.
- c. Review and provide final approval of the Advertiser’s proposed advertisement.
- d. Provide the Advertiser usage of the ice resurfacer with the advertiser’s graphics for any promotional campaigns.

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

Remainder of this page left blank intentionally

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

Signed and Sealed in
the presence of)

Georgia-Pacific LLC

Name/ Position

Municipal Seal)

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

Mayor – Jeff Laferriere

Clerk – Logan Belanger

The Corporation of the City of Temiskaming Shores

By-Law 2023-109

**Being a By-law to adopt an Agreement between the City of
Temiskaming Shores and the Municipality of Temagami for Chief
Building Official and Building Inspector Services**

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

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

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

Whereas the Municipal Act, 2001, Section 20(1) provides that a municipality may enter into an agreement with one or more municipalities or local bodies, as defined in Section 19, or a combination of both to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries; and

Whereas Council considered Administrative Report No. CS-038-2023 at the October 3, 2023 Committee of the Whole meeting, and directed staff to prepare the necessary by-law to enter into a Shared Services Agreement with the Municipality of Temagami for consideration at the October 17, 2023 Regular Council meeting;

Whereas the Council of the Corporation of the City of Temiskaming Shores and the Council of the Corporation of the Municipality of Temagami wish to enter into an Agreement for the provision of the City of Temiskaming Shores providing Building Services to the Municipality of Temagami.

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

1. That the Agreement between the City of Temiskaming Shores and the Municipality of Temagami for the provision of providing Building Services, as attached hereto as Schedule A, is hereby adopted.
2. That the Mayor and Clerk are hereby authorized to sign the Agreement on behalf of the Corporation of the City of Temiskaming Shores.

3. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the by-law and schedule as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

Read a first, second and third time and finally passed this 17th, day of October, 2023.

Mayor

Clerk



Schedule A to
By-law No. 2023-109
Agreement between
The Corporation of the City of Temiskaming Shores
and
The Municipality of Temagami

for Chief Building Official and Building Inspector Services

This Agreement made as of this 17th day of October, 2023.

Between:

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

And:

The Municipality of Temagami

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

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

1. Term

The terms of this Agreement (the “Term”) shall begin November 1st, 2023 (the “Commencement Date”) and shall continue to remain in effect for a one (1) year period ending on October 31st, 2024 unless either party terminates this Agreement by providing the other party with written notice of termination ninety (90) days prior to the effective date of termination

2. Fees

For the term of this agreement, the fees payable to the City for the provision of providing Building Services shall be at the annual rate of fifty-seven thousand two hundred seventy-five dollars (\$57,275) plus applicable taxes (the “Fees”). The Fees shall be billed quarterly by the City

3. Qualifications and Experience

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

4. Reporting

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

5. Deadlines

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

6. Administration

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

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

7. Water Access

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

8. Court Proceedings

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

9. Indemnity

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

10. Insurance

The Municipality of Temagami shall obtain and maintain throughout the term of this Agreement such insurance coverage as may be reasonably requested by the City including but not limited to:

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

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

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

11. Workplace Safety Insurance Board Insurance

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

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

12. Records

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

13. Consequence of Termination

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

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

14. Notice

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

If to the City, at:

The Corporation of the City of Temiskaming Shores
325 Farr Drive
P.O. Box 2050
Haileybury, ON
P0J 1K0
Attention: Shelly Zubyck
szubyck@temiskamingshores.ca
(705) 672-3363 Extension: 4107

If to the Municipality of Temagami, at:

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

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

15. Force Majeure

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

16. Assignment

Neither party shall assign or transfer this Agreement.

17. Governing Law

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

18. Extension, Modification and Renewal

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

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

19. Severability

If any term, covenant or provision of this Agreement or the application thereof to either party or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement or the application of such term, covenant or provision to the other party or circumstances other than those to which it is held invalid or unenforceable shall not be

affected thereby and each term, covenant or provision of this Agreement shall be valid and enforceable to the fullest extent of the law.

20. Binding Effect

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

Remainder of Page left blank intentionally

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

Signed and Sealed in
the presence of)

Municipal Seal)

Municipal Seal)

Municipality of Temagami

Mayor

Clerk

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

Mayor

Clerk

Appendix 01 to By-law 2023-109

Building Services

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

The Corporation of the City of Temiskaming Shores

By-Law 2023-110

Being a by-law for the assumption of a highway for public use within the City of Temiskaming Shores – Rivard Court

Whereas under Section 28, of the Municipal Act, S.O. 2001, c.25, as amended, a municipality may pass by-laws in respect of a highway if it has jurisdiction over the highway; and

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

Whereas Council adopted By-law No. 2019-041 at the February 19, 2019 regular meeting, being a by-law to authorize the execution of a Development Agreement with 2373775 Ontario Inc. for the development of Beach Gardens, which includes provisions for the completion of the roadway; and

Whereas Council adopted By-law No. 2019-079 at the May 14, 2019 regular meeting, for the assumption of a Highway, generally described as Rivard Court within the City of Temiskaming Shores, to ensure it is opened and accepted for public use for the purpose of issuing building permits for the lots within the subdivision, prior to its full assumption by the City; and

Whereas Council acknowledged receipt of Memo No. 020-2023-PW at the September 5, 2023 Committee of the Whole meeting, outlining that the Rivard Court Development project is concluded, the Developer was prepared to hand-over the roadway, and that staff will present a by-law at a future meeting for Council consideration to complete the assumption of the Rivard Court roadway upon final inspection and receipt of the required documentation.

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

1. That the municipality assumes Rivard Court, legally described as parts 1, 2, 3, 40, 41, 42, 43, and 44 on plan 54R 6121, for public use, as shown on Schedule "A" hereto attached and forming part of this by-law.
2. A copy of this by-law shall be deposited with the Land Registry Office for registration.
3. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

Read a first, second and third time and finally passed this 17th day of October, 2023.

Mayor

Clerk



Schedule "A" to
By-law No. 2023-110
Rivard Court

PLAN OF SURVEY OF PART OF
LOT 5 & BLOCK 'C'
 REGISTERED PLAN M-79 N.B.
CITY OF TEMISKAMING SHORES
 DISTRICT OF TIMISKAMING
 SCALE 1 : 750 METRES
 0 5 10 15 30 60 90
 SURVEYORS ON SITE INC.
 THE INTENDED PLOT SIZE OF THIS PLAN IS 914mm IN WIDTH BY
 609mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:750.

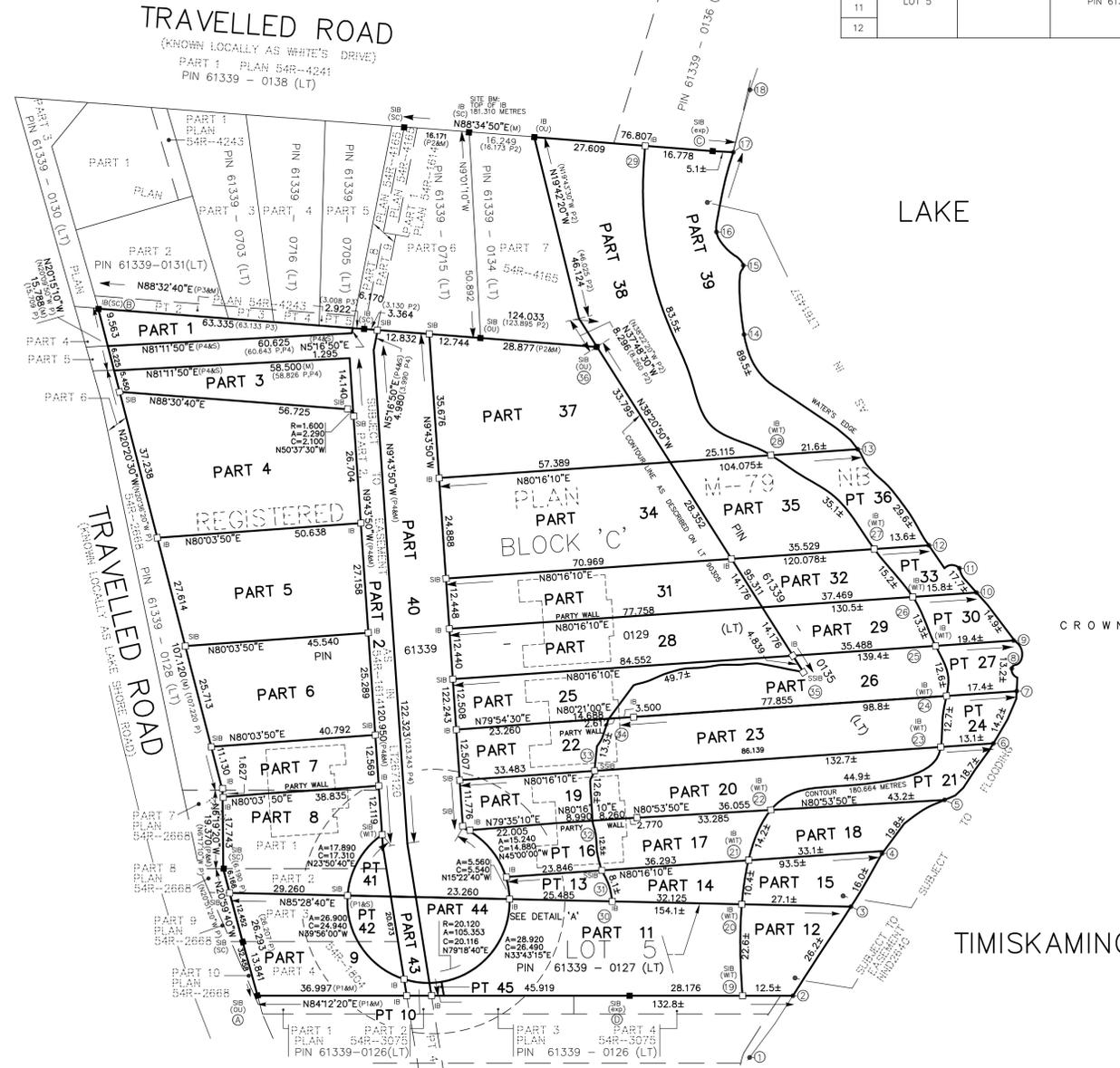
COORDINATE TABLE		
POINT	NORTHING	EASTING
180.664	5261153.3	599568.9
19	5261175.7	599566.5
20	5261186.7	599567.0
21	5261199.6	599571.3
22	5261219.4	599611.6
23	5261232.1	599611.8
24	5261244.1	599607.8
25	5261255.5	599601.0
26	5261266.3	599590.3
27	5261286.8	599562.4
28	5261359.6	599523.7

COORDINATE TABLE		
POINT	NORTHING	EASTING
30	5261173.2	599534.4
31	5261180.5	599531.1
32	5261192.2	599527.6
33	5261204.8	599526.7
34	5261217.9	599528.9
35	5261234.3	599575.8
36	5261309.0	599516.7

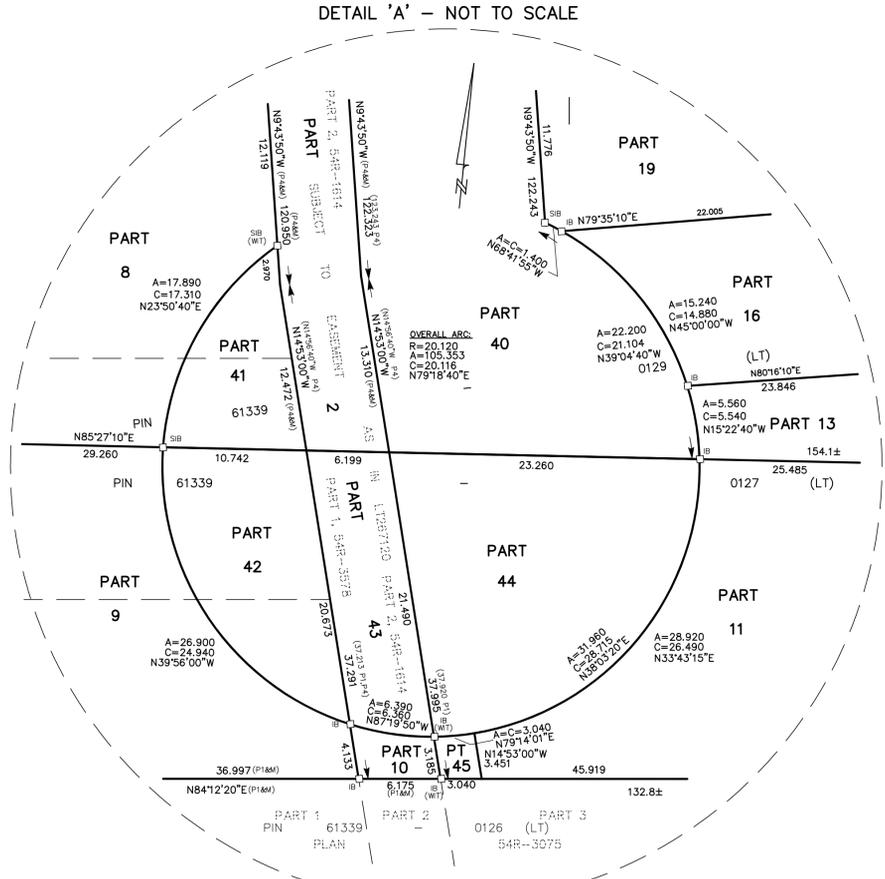
SCHEDULE				
PART	PART OF LOT	PLAN	ALL OF PIN	AREA (m ²)
1				323.3
2				1220.6
3				523.6
4				1734.7
5	'BLOCK C'	REGISTERED PLAN M-79 N.B.	PIN 61339-0129 (LT)	1305.9
6				1091.5
7				498.2
8				910.1
9				774.0
10	LOT 5		PIN 61339-0127 (LT)	21.3
11				1479.2±
12				448.1±

13			PIN 61339-0129 (LT)	162.0±
14			PIN 61339-0135 (LT)	313.5±
15			PIN 61339-0129 (LT)	372.7±
16			PIN 61339-0129 (LT)	324.5±
17			PIN 61339-0135 (LT)	489.6±
18			PIN 61339-0129 (LT)	438.5±
19			PIN 61339-0129 (LT)	404.8±
20			PIN 61339-0135 (LT)	867.5±
21			PIN 61339-0135 (LT)	332.6±
22			PIN 61339-0129 (LT)	450.8±
23			PIN 61339-0135 (LT)	1074.9±
24			PIN 61339-0135 (LT)	199.3±
25			PIN 61339-0129 (LT)	616.7±
26			PIN 61339-0135 (LT)	904.6±
27			PIN 61339-0135 (LT)	224.2±
28			PIN 61339-0129 (LT)	1010.0
29			PIN 61339-0135 (LT)	454.4±
30			PIN 61339-0129 (LT)	219.2±
31			PIN 61339-0129 (LT)	925.4
32			PIN 61339-0135 (LT)	454.4±
33			PIN 61339-0129 (LT)	182.8±
34			PIN 61339-0129 (LT)	1597.3
35			PIN 61339-0135 (LT)	807.2±
36			PIN 61339-0129 (LT)	396.2±
37			PIN 61339-0129 (LT)	1586.6
38			PIN 61339-0135 (LT)	1656.8±
39			PIN 61339-0129 (LT)	1568.1±
40			PIN 61339-0129 (LT)	2086.0
41			PIN 61339-0129 (LT)	102.9
42			PIN 61339-0129 (LT)	182.8
43			PIN 61339-0129 (LT)	128.8
44	LOT 5		PIN 61339-0127 (LT)	365.1
45				10.1

- LEGEND**
- MONUMENT FOUND
 - MONUMENT PLANTED
 - SSIB SHORT STANDARD IRON BAR
 - SIB STANDARD IRON BAR
 - RIB ROUND IRON BAR
 - IB IRON BAR
 - M MEASURED
 - S SET
 - P DENOTES PLAN 54R-2668
 - P1 DENOTES PLAN 54R-3075
 - P2 DENOTES PLAN 54R-4165
 - P3 DENOTES PLAN 54R-4243
 - P4 DENOTES PLAN 54R-1614
 - exp exp GEOMATICS INC., O.L.S
 - (SC) H. SUTCLIFFE LTD., O.L.S
 - OU ORIGIN UNKNOWN
 - PT POINT
 - WIT WITNESS



PIN SUMMARY: PARTS 1 THROUGH 8 (INCLUSIVE), 13, 16, 19, 22, 25, 28, 31, 34, 37, 40 & 41 COMPRISE ALL OF PIN 61339-0129 (LT).
 PARTS 14, 15, 17, 18, 20, 21, 23, 24, 26, 27, 29, 30, 32, 33, 35, 36, 38 & 39 COMPRISE ALL OF PIN 61339-0135 (LT).
 PARTS 9, 10, 11, 12, 42, 43, 44 & 45 COMPRISE ALL OF PIN 61339-0127 (LT).
 PARTS 2, 10 & 43 ARE SUBJECT TO AN EASEMENT AS IN LT67120.
 PART 12 IS SUBJECT TO AN EASEMENT AS IN NND2460.
 PARTS 15, 18, 21, 24, 27, 30, 33, 36, & 39 ARE SUBJECT TO AN EASEMENT AS IN LT61457.



INTEGRATION COORDINATE TABLES		
SPECIFIED CONTROL POINTS (SCPs)		
MONUMENT	NORTHING	EASTING
00819740135	5261369.86	598036.73
01019801501	5267341.13	599712.54

UTM ZONE 17, NAD83(CSRS)(2010)

OBSERVED REFERENCE POINTS (ORPs) ARE DERIVED FROM RTK MEASUREMENTS ON SCPS AND ARE REFERRED TO UTM ZONE 17, NAD83 (CSRS)(2010).

COORDINATES SHOWN HEREON HAVE A RELATIVE ACCURACY TO MEET THE REQUIREMENTS OF AN URBAN AREA AT A 95% CONFIDENCE LEVEL AS PER SEC. 14(2) OF O. REG. 216/10 UNDER THE SURVEYS ACT.

POINT ID	NORTHING	EASTING
(A)	5261141.13	599449.27
(B)	5261305.90	599392.77
(C)	5261360.02	599540.45
(D)	5261150.43	599540.90

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

NOTES

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

DISTANCES ON THIS PLAN ARE HORIZONTAL GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE AVERAGE COMBINED SCALE FACTOR OF 0.99968019.

BEARINGS ARE UTM GRID, AND ARE DERIVED FROM SCPS, COSINE MONUMENTS H0M00819740135 & H0M01019801501 AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 17 (61° WEST LONGITUDE) NAD83(CSRS)(2010).

FOR BEARING COMPARISONS, THE FOLLOWING ROTATIONS WERE APPLIED:

P1, P4 - 1°28'20" COUNTER CLOCKWISE
 P1, P2, P3 - 1°27'20" COUNTER CLOCKWISE

ELEVATION NOTES:

ELEVATIONS SHOWN HEREON ARE GEODETIC AND ARE REFERRED TO COSINE MONUMENT 01019806401V, HAVING A PUBLISHED ELEVATION OF 275.711 METRES CGVD28.

A SITE BENCHMARK WAS ESTABLISHED ON THE TOP OF AN IB (SC) WITH AN ELEVATION OF 181.310 METERS CGVD28.

CONTOUR NOTE:

THE ELEVATION CONTOUR 180.664 METRES (CGVD28) SHOWN HEREON IS EQUAL TO 180.442 METRES BASED ON THE DEPARTMENT OF PUBLIC WORKS DATUM. THE DEPARTMENT OF PUBLIC WORKS DATUM EXISTED AT THE TIME NND2640 WAS PREPARED.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 24th DAY OF SEPTEMBER, 2019.

NOVEMBER 1, 2019

Ryan W. Seguin
 RYAN W. SEGUIN
 ONTARIO LAND SURVEYOR

COORDINATE TABLE		
POINT	NORTHING	EASTING
1	5261138.3	599572.2
2	5261154.5	599581.4
3	5261177.9	599593.4
4	5261191.7	599599.8
5	5261206.5	599613.9
6	5261221.6	599624.5
7	5261235.0	599628.9
8	5261240.4	599627.2
9	5261247.4	599626.9
10	5261258.2	599616.6
11	5261263.7	599611.7
12	5261268.6	599603.6
13	5261290.4	599583.7
14	5261315.7	599552.8
15	5261332.7	599550.9
16	5261340.3	599543.4
17	5261360.3	599545.6
18	5261376.0	599548.1

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER 2104753.

PLAN 54R-6121
 Received and deposited
 November 15th, 2019
 Susy Martino
 Representative for the
 Land Registrar for the
 Land Titles Division of
 Timiskaming (No.54)

The Corporation of The City of Temiskaming Shores

By-Law Number 2023-111

A By-law to approve the submission of an application to the Ontario Infrastructure and Lands Corporation (“OILC”) for the long-term financing of certain capital work(s) of the Corporation of the City of Temiskaming Shores (the “municipality”); and to authorize the entering into of a rate offer letter agreement pursuant to which the Municipality will issue debentures to the 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 the Council of the Municipality has passed the by-law(s) enumerated in column (1) of Schedule “A” attached hereto and forming part of this By-law (“**Schedule “A”**”) authorizing the capital work(s) described in column (2) of Schedule “A” (“**Capital Work(s)**”) 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 long-term financing for such Capital Work(s) requested by the Municipality in the Application as hereinafter defined; and

Whereas before the Council of the Municipality approved the Capital Work(s) 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 then 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, and determined that the estimated annual amount payable in respect of the Capital Work or each Capital Work, as the case may be, did not cause the Municipality to exceed the Updated Limit, and accordingly the approval of the Local Planning Appeal Tribunal pursuant to the Regulation, was not required before any such Capital Work was authorized by the Council of the Municipality; 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 long-term debt financing in order to meet capital expenditures incurred on or after the year that is five years prior to the year of an application in connection with eligible capital

works to make application to OILC for such financing by completing and submitting an application in the form provided by OILC; and

Whereas the Municipality has completed and submitted or is in the process of submitting an application to OILC, as the case may be to request financing for the Capital Work(s) by way of long-term borrowing through the issue of debentures to OILC, substantially in the form of Schedule “B” hereto and forming part of this By-law (the “**Application**”); and

Whereas OILC has accepted and has approved or will notify the Municipality only if it accepts and approves the Application, as the case may be; and

Whereas at least five (5) business days prior to the passing of the debenture by-law in connection with the issue of Debentures as defined below, OILC will provide the Municipality with a rate offer letter agreement substantially in the form as provided to the Municipality on or prior to the date of this By-law (the “**Rate Offer Letter Agreement**”).

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 long-term financing of the Capital Work(s) in the maximum principal amount of \$635,756.78, with such changes thereon as such authorized official may hereafter, approve such execution and delivery to be conclusive evidence of such approval.
2. The Mayor and the Treasurer are hereby authorized to execute and deliver for and on behalf of the Municipality the Rate Offer Letter Agreement under the authority of this By-law 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.
3. Subject to the terms and conditions of the Rate Offer Letter Agreement, 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 Rate Offer Letter Agreement (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.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding the amounts that the Municipality fails to pay to OILC on account of any unpaid indebtedness of

the Municipality to OILC under the Debentures (the “**Obligations**”) and to pay such amounts to OILC from the Consolidated Revenue Fund.

5. 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 Debentures issued pursuant to the Rate Offer Letter Agreement, 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.
6.
 - (a) The Mayor and the Treasurer are hereby authorized to execute and deliver the Rate Offer Letter 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 terms and conditions that apply to the Municipality as set out in the Rate Offer Letter Agreement and to perform the Obligations of the Municipality under the Debentures, and the Treasurer is authorized to affix the Municipality’s municipal seal to any such documents and papers.
 - (b) The money realized in respect of the Debentures, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related 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.
7. This By-law takes effect on the day of passing.

Read a first, second and third time and finally passed this 17th day of October, 2023

Mayor

Clerk

Schedule "A"
to By-Law Number 2023-111
(Capital Work(s))

(1)	(2)	(3)	(4)
<u>By-Law Number</u>	<u>Description of Capital Work</u>	<u>Estimated Expenditure</u>	<u>Loan Amount</u>
2021-039	2021 Roads Program	\$1,989,902.85	\$445,807.40
2022-035	Backhoe	\$189,949.38	\$189,949.38

Schedule "B"
to By-Law Number 2023-111

OILC Application

Webloans Loan Application PDF

FA Number 1763

Application for Temiskaming Shores, The Corporation of The City of

Projects

Loan Application ID	Project Name	Construction/Purchase Start	Construction/Purchase End	Project Cost	OILC Loan Amount
758	2021 Roads Program	05/17/2021	08/31/2021	\$1,989,902.85	445,807.40
758	Backhoe	02/09/2022	03/14/2022	\$189,949.38	189,949.38

Details of Project 2021 Roads Program

Project Category Municipal Roads Infrastructure

Project Name 2021 Roads Program

Construction/Purchase Start 05/17/2021

Construction/Purchase End 08/31/2021

Energy Conservation

Project Address 1 325 Farr Drive

Project Address 2 PO Box 2050

City / Town Haileybury

Province ON

Postal Code P0J 1K0

Description Approximately 34,393.8 sq. m. of local roads were pulverized and resurfaced with hot mix asphalt. An additional 20,258 sq. m. received an application of granular A and single surface treatment and 18,971.2 sq. m. of road were milled and paved.

Comments and/or Special Requests

Empty text area for comments and/or special requests.

Useful Life of Asset (Years)

15

Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Quarterly

Project Cost (A)

\$1,989,902.85

Other Project Funding / Financing (B):

Description	Timing	Amount
Federal Gas Tax	Existing	\$1,544,095.45
Other Project Funding/Financing Total (B)		\$1,544,095.45
OILC Loan Amount (A-B)		\$445,807.40

Only include long-term borrowing in this section

Required Date	Amount	Term	Type
12/01/2023	\$445,807.40	5	Serial
Long-term Borrowing Total		\$445,807.40	

Details of Project Backhoe

Project Category

Municipal Other Infrastructure

Work Type

Others

Other Description

2022 Fleet Replacement

Project Name

Backhoe

Construction/Purchase Start

02/09/2022

Construction/Purchase End

03/14/2022

Energy Conservation

Project Address 1

325 Farr Drive

Project Address 2

PO Box 2050

City / Town

Haileybury

Province

ON

Postal Code

P0J 1K0

Description

Fleet Replacement - Backhoe

Comments and/or Special Requests

Useful Life of Asset (Years)

15

Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Quarterly

Project Cost (A)

\$189,949.38

Other Project Funding / Financing (B):

Other Project Funding/Financing Total (B)

\$0.00

OILC Loan Amount (A-B)

\$189,949.38

Only include long-term borrowing in this section

Required Date	Amount	Term	Type
12/01/2023	\$189,949.38	5	Serial
Long-term Borrowing Total	\$189,949.38		

Debt and Re-payments Summary

Has there been any new/undisclosed debt acquired since last FIR was submitted?

Yes No

Please describe any re-financing plans for any existing "interest only" debt, if applicable.

Non Re-payments of Loans or Debenture

In the last 10 years, has the borrower ever failed to make a loan payment or debenture repayment on time to any lender, including the Provincial Government?

If yes, please provide details.

OILC Loan Repayment Information

Please indicate the source(s) of revenue you plan to use to repay the OILC Loan

Taxation	100.00
User Fees	0.00
Service Charges	0.00
Development Charges	0.00
Connection Fees	0.00
Repayment Subsidies	0.00
Other	
Total	100.00%

Documentation and Acknowledgements

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.

To obtain templates for documents see listed below.

- Loan Application Signature Page signed and dated by the appropriate individual (original to be submitted)
- Certificate 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)

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.

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.

Infrastructure Ontario

This site is maintained by Infrastructure Ontario, a Government of Ontario crown agency.

The Corporation of the City of Temiskaming Shores

By-law No. 2023-112

Being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular meeting held on October 17, 2023

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

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

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

Whereas it is the desire of the Council of The Corporation of the City of Temiskaming Shores to confirm proceedings and By-laws.

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

1. That the actions of the Council at its Regular meeting held on **October 17, 2023** with respect to each recommendation, by-law and resolution and other action passed and taken or direction given by Council at its said meeting, is, except where the prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.
2. That the Mayor, or in his absence the presiding officer of Council, and the proper officials of the municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Mayor, or in his absence the presiding officer, and the Clerk are hereby directed to execute all documents required by statute to be executed by them, as may be necessary in that behalf and to affix the corporate seal of the municipality to all such documents.

Read a first, second and third time and finally passed this 17th day of October, 2023

Mayor

Clerk