



**The Corporation of the City of Temiskaming Shores
Committee of the Whole Meeting
Minutes**

**Tuesday, November 04, 2025 03:00 PM
City Hall - Council Chambers - 325 Farr Drive**

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

Present: Logan Belanger, Municipal Clerk
Sandra Lee, Chief Administrative Officer
Shelly Zubryck, Director of Corporate Services
Steve Burnett, Director of Environmental Services
Mathew Bahm, Director of Recreation
Mitch McCrank, Director of Transportation Services
James Franks, Economic Development Officer
Andrè Brock, Economic Development Officer
Steve Langford, Fire Chief
Brad Hearn, Information Technology Manager
James McKay, Information Technology
Chantale Ransom, Tourism Coordinator

Regrets: N/A

Media: 1

Delegates: N/A

Members of the Public: N/A

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. Review of Revisions or Deletions to Agenda

None

4. Approval of Agenda

Resolution No. 2025-361

Moved By: Councillor Dawson

Seconded By: Councillor Wilson

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

Carried

5. Disclosure of Pecuniary Interest and General Nature

None

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

a. Zoning By-law Amendment Application No. ZBA-2025-10

Applicant/ Owner: Sam Gerber Property Management Inc.

Subject Land: 883336 Highway 65

Purpose: Site-specific amendment to allow for the construction of a 551.9 square metre addition to the existing structure.

Mayor Laferriere outlined that the purpose of this public meeting is for one (1) Zoning By-law amendment application.

The Planning Act requires that a public meeting be held before Council decides whether to pass a by-law adopting a proposed amendment.

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

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

Shelly Zubryck advised that the purpose of the application is for a site-specific amendment to allow for the construction of a 551.9 square metre addition to the existing structure. It was also noted that the property is designated Mixed Use Area in the City's Official Plan, which includes a mix of industrial, commercial and institutional uses. The property is zoned Highway Commercial – C2, which permits a building supply establishment. The

proposed site plan and zoning were reviewed: Minimum Rear Yard – 3.4m; Minimum Interior Side Yard – 1.97m; Maximum Lot Coverage – 48%; and Parking Requirements – 8 spaces.

Next steps would include an administrative, planning report and draft by-law for consideration at a future Committee of the Whole meeting.

Notice of the public hearing was advertised in the Temiskaming Speaker, on the City's website and on the property, in accordance with the statutory notice requirements of the Planning Act.

The application was also circulated to City staff, and no concerns or objections have been received, and no comments or concerns have been received from external agencies or members of the public.

Mayor Laferriere inquired if there were any comments from members of the public or Council. Councillor Ducharme requested a comparison between the current zoning and proposed zoning. Shelly Zubick commented that complete details will be available in the upcoming planning report.

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

7. Public Works

a. Delegations / Communications

None

b. Administrative Reports

1. Memo No. 018-2025-PW - Transportation Department Update

Resolution No. 2025-362

Moved By: Councillor Graydon

Seconded By: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 018-2025-PW, regarding the Transportation Services operations update, for information purposes.

Carried

2. Administrative Report No. PW-025-2025 Transit Service Extension

Resolution No. 2025-363

Moved By: Councillor Dawson

Seconded By: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-025-2025;

That Council for the City of Temiskaming Shores accepts the recommendation from the Temiskaming Transit Committee meeting held October 21, 2025;

That Council directs staff to prepare the necessary by-law to amend By-law No. 2022-176, to extend the agreement with 947465 Ontario Ltd. o/a Voyago for the provision of Public Transit Service by two (2) years, with an annual CPI increase based on the formula established in the original agreement, for consideration at the November 18, 2025, Regular Council meeting;

That Council directs staff to prepare the necessary by-law to further amend By-law No. 2022-177 to extend the fleet lease agreement with 947465 Ontario Ltd. o/a Voyago, for the use of City-owned Transit Fleet for two (2) years, for consideration at the November 18, 2025, Regular Council meeting; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2022-178, to extend the transit facility lease agreement at 41 Golding Street, with Bumstead Trucking Ltd., for an additional two (2) years, in the amount of \$54,000 per year (including utilities, plus applicable taxes), for consideration at the November 18, 2025, Regular Council meeting.

Carried

3. Administrative Report No. PW-026-2025 - Tipping Fee Schedule

Resolution No. 2025-364

Moved By: Councillor Ducharme

Seconded By: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-026-2025; and

That Council directs staff to prepare the necessary by-law to amend Schedule A of By-law No. 2015-128 (Solid Waste Management), for the replacement of Appendix 03 with a new Tipping Fee Schedule, titled Tipping Fees: New Liskeard Landfill Site, for consideration at the November 18, 2025, Regular Council Meeting.

Carried

4. Administrative Report No. PW-027-2025 - Tender Award - McKelvie St. Baker Ave. Infrastructure Extension Project

Resolution No. 2025-365

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 PW-027-2025; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with Pedersen Construction (2013) Inc. for the McKelvie St./Baker Ave. Infrastructure Extension Project in the amount of \$ 9,737,880.00, plus applicable taxes, for consideration at the November 18, 2025, Regular Council Meeting.

Carried

5. Administrative Report No. PW-028-2025 - Development Agreement with FPT Holdings

Resolution No. 2025-366

Moved By: Councillor Dawson

Seconded By: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-028-2025; and

That Council directs staff to finalize and prepare the necessary by-law to enter into a Development Agreement with FPT Holdings Inc. to provide the City with financial contribution related to the McKelvie St./Baker Ave. Infrastructure Extension Project up to a maximum \$ 2,737,937.00, inclusive of any non-refundable taxes, for consideration at the November 18, 2025, Regular Council Meeting.

Carried

6. Administrative Report No. PW-029-2025 - Non-eligible Curbside Recycling Collection Services - GFL Environmental Inc. Agreement

Resolution No. 2025-367

Moved By: Councillor Graydon

Seconded By: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-029-2025;

That Council directs staff to prepare the necessary by-law to enter into an agreement with GFL Environmental Inc. (GFL) effective January 1, 2026, to provide curbside recycling collection services for Industrial/ Commercial/ Institutional (ICI) establishments at a rate of \$30/bin/month, for consideration at the November 18, 2025, Regular Meeting of Council; and

That Council approves applying the annual Solid Waste Fee to ICI establishments receiving the recycling collection service for each bin issued; and

That Council directs staff to incorporate the appropriate funds into the 2026 Solid Waste Operating Budget.

Carried

c. New Business

None

8. Recreation Services

a. Delegations / Communications

None

b. Administrative Reports

1. Memo No. 026-2025-RS - Recreation Department Update

Resolution No. 2025-368

Moved By: Councillor Dawson

Seconded By: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 026-2025-RS, regarding the Recreation operations update, for information purposes.

Carried

2. Administrative Report No. RS-014-2025 - AC15 Pump Track Agreement

Resolution No. 2025-369

Moved By: Councillor Graydon

Seconded By: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report RS-014-2025;

That Council directs staff to prepare the necessary by-law to enter into a contribution agreement with The Alexa Corneil Memorial Fund for the construction of a pump track in New Liskeard, for consideration at the November 18, 2025, Regular Council meeting; and

That Council delegates authority to staff to enter into an agreement with Canadian Ramp Company, for the completion of pump track design documents in the amount of \$32,500.00 plus applicable taxes.

Carried

c. New Business

None

9. Fire Services

a. Delegations / Communications

None

b. Administrative Reports

1. Fire Activity Report - October 2025

Resolution No. 2025-370

Moved By: Councillor Dawson

Seconded By: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of the Fire Activity Report, for the period from October 1 to October 30, 2025, for information purposes.

Carried

c. New Business

None

10. Corporate Services

a. Delegations / Communications

None

b. Administrative Reports

1. Q3 Capital - Budget Variance Report - Period Ending September 30, 2025

Resolution No. 2025-371

Moved By: Councillor Graydon

Seconded By: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of the 2025 Capital Budget Variance Report – Quarter 3, for information purposes.

Carried

2. Memo No. 034-2025-CS - Ontario Road Network Memorandum of Understanding

Resolution No. 2025-372

Moved By: Councillor Graydon

Seconded By: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 034-2025-CS; and

That Council authorizes the Clerk to execute the Memorandum of Understanding with the Ministry of Natural Resources to provide the City's road network data for the Ontario Road Network.

Carried

3. Memo No. 035-2025-CS - ROMA Conference 2026

Resolution No. 2025-373

Moved By: Councillor Dawson

Seconded By: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 035-2025-CS for information purposes;

That Council for the City of Temiskaming Shores approves the attendance of Mayor Laferriere to the Rural Ontario Municipal Association (ROMA) Conference scheduled for January 18 to January 20, 2026 in Toronto;

That Council acknowledges that Councillor Wilson will be attending the ROMA Conference as a member of the ROMA Board of Directors; and

Further be it resolved that the expenses incurred in attending the said conference be covered in accordance with the Municipal Business Travel and Expense Policy.

Carried

4. Memo No. 036-2025-CS - Council Meeting Schedule for Q1 and Q2

Resolution No. 2025-374

Moved By: Councillor Graydon

Seconded By: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 036-2025-CS; and

That Council does hereby confirm the following schedule of meetings for the months of January 2026 to July 2026:

Wednesday, January 21, 2026	Committee of the Whole Meeting followed by the Regular Meeting. Note: postponed one day due to ROMA Conference
Tuesday, February 3, 2026	Committee of the Whole Meeting
Tuesday, February 17, 2026	Regular Meeting
Tuesday, March 3, 2026	Committee of the Whole Meeting
Tuesday, March 17, 2026	Regular Meeting
Tuesday, April 7, 2026	Committee of the Whole Meeting
Tuesday, April 21, 2026	Regular Meeting
Tuesday, May 5, 2026	Committee of the Whole Meeting
Tuesday, May 19, 2026	Regular Meeting
Tuesday, June 2, 2026	Committee of the Whole Meeting
Tuesday, June 16, 2026	Regular Meeting

Carried

5. Memo No. 037-2025-CS - Economic Development Update

Resolution No. 2025-375

Moved By: Councillor Ducharme

Seconded By: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 037-2025-CS, regarding the Economic Development Update for October 2025, for information purposes.

Carried

6. Administrative Report No. CS-057-2025 - FPT Boreal Subdivision Phase 2

Resolution No. 2025-376

Moved By: Councillor Whalen

Seconded By: Councillor Graydon

Whereas Council has received an application for a plan of subdivision for FPT Holdings Ltd. Phase 2; and

Whereas the Municipality can proceed to approve a Draft Plan of Subdivision, in accordance with the Delegation of Authority under Section 51(14) of the Planning Act; and

Whereas Council is satisfied that the proposed development can proceed by Plan of

Subdivision and that regard has been had to the matters under Section 51(24) of the Planning Act; and

Whereas the Municipality can proceed to approve a Draft Plan of Subdivision subject to conditions for approval under Section 51(25) of the Planning Act; and

Whereas the Planning Report prepared by the City's Planner J.L. Richards & Associates Limited (JLR), indicates that the proposed development is consistent with the Provincial Planning Statement and conforms to the City's Official Plan, subject to the conditions set out in Schedule "A" to the Planning Report.

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-057-2025; and

That Council approves the Draft Approval for FPT Holdings Ltd. Phase 2 Plan of Subdivision subject to the Draft Conditions of Approval set out in Schedule "A" of the Planning Report – Appendix 1.

Carried

7. Administrative Report No. CS-058-2025 - OPP Boat Slip Lease Agreement

Resolution No. 2025-377

Moved By: Councillor Dawson

Seconded By: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-058-2025;

That Council directs staff to renew the agreement with his Majesty the King in Right of Ontario as represented by the Minister of Infrastructure for the rental of a boat slip at the New Liskeard Marina for an additional five (5) years with a further two (2) options to extend; and

That Council directs staff prepare the necessary by-law for Council's consideration at the November 18, 2025 Regular Council Meeting

Carried

8. Administrative Report No. CS-059-2025 - Council Vacancy Policy Amendment

Resolution No. 2025-378

Moved By: Councillor Graydon

Seconded By: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-059-2025;

That Council direct staff to prepare a by-law to amend By-law No. 2024-124 (Council Vacancy Policy) to add Section 9.2, aligning with Section 284.12 of the Municipal Act, 2001 regarding Strong Mayor Powers, for consideration at the November 18, 2025 Regular Council Meeting; and

That Council direct staff to prepare a by-law to amend By-law No. 2014-026 (Council Code of Conduct) to add Section 4.4(b)(v), aligning with Section 284.3 of the Municipal Act, 2001 to recognize the Mayor's authority to direct staff under the Strong Mayor Powers framework, for consideration at the November 18, 2025 Regular Council Meeting.

Carried

9. Administrative Report No. CS-060-2025 - Lame Duck Delegation

Resolution No. 2025-379

Moved By: Councillor Dawson

Seconded By: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-060-2025;

That Council directs staff to prepare the necessary by-law delegating the following authority to the Chief Administrative Officer from August 21, 2026 to November 14, 2026, if required:

- (a) Financial signing authority for expenditures outside the current budget exceeding \$50,000;
- (b) Disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal;
- (c) Authority to hire or remove any officer from/to employment with the City of Temiskaming Shores;
- (d) Authority to apply for funding applications that may become available during the "lame duck period" which have not been included in the current budget; and

That Council directs the Chief Administrative Officer to submit an information report to Council if the delegation of authority has been exercised.

Carried

10. Administrative Report No. CS-061-2025 - Joint Audit Compliance Committee

Resolution No. 2025-380

Moved By: Councillor Ducharme

Seconded By: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-061-2025;

That Council directs staff to prepare the necessary by-law to adopt the Timiskaming District Joint Compliance Audit Committee Terms of Reference for the 2026-2030 term, for consideration at the November 18, 2025 Regular Council meeting; and

That Council directs staff to prepare the necessary by-law to re-appoint the following members to the Timiskaming District Joint Compliance Audit Committee commencing on October 1, 2026, and ending on November 14, 2030: Alvin Willard, Robert Norris, Heather Sandrin, Chris Wray (Alternate Member), and Don Studholme (Alternate Member), for consideration at the November 18, 2025 Regular Council meeting.

Carried

11. Administrative Report No. CS-062-2025 - Northern Ontario Mining Showcase (NOMS) 2026 - FedNor Agreement

Resolution No. 2025-381

Moved By: Councillor Ducharme

Seconded By: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-062-2025; and

That Council directs staff to prepare the necessary by-law to enter a funding agreement with FedNor to lead the 2026 Northern Ontario Mining Showcase (NOMS) at the Prospectors and Developers Association of Canada (PDAC 2026) and Canadian Institute of Mining, Metallurgy and Petroleum (CIM 2026) Convention, for consideration at the November 18, 2025 Regular Council meeting.

Carried

12. Administrative Report No. CS-063-2025 - US-Canada Trade Update

Resolution No. 2025-382

Moved By: Councillor Whalen

Seconded By: Councillor Graydon

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-063-2025, regarding the United States-Canada Trade Update for information purposes.

Carried

c. New Business

None

11. Schedule of Council Meetings

- a. Special Committee of the Whole meeting - 2026 Budget Presentation - November 18, 2025, starting at 3:00 p.m.
- b. Regular Council meeting - November 18, 2025, starting at 6:00 p.m.
- c. Committee of the Whole meeting - December 2, 2025, starting at 3:00 p.m.

12. Closed Session

None

13. Adjournment

Resolution No. 2025-383

Moved By: Councillor Ducharme

Seconded By: Councillor Wilson

Be it resolved that Council hereby adjourns its meeting at 4:21 p.m.

Carried



Mayor



Municipal Clerk