



**The Corporation of the City of Temiskaming Shores**  
**Committee of the Whole**  
**Tuesday, February 4, 2025 – 3:00 p.m.**  
**City Hall – Council Chambers – 325 Farr Drive**

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**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 Dan Dawson, Melanie Ducharme, Ian Graydon, Nadia Pelletier-Lavigne, and Mark Wilson (virtual)

Present: Sandra Lee, City Manager  
Logan Belanger, Municipal Clerk  
Sarah Goodyear, Communications and Strategic Initiatives Coordinator  
Mathew Bahm, Director of Recreation  
Steve Langford, Fire Chief  
Brad Hearn, Information Technology  
Steve Burnett, Manager of Environmental Services  
Mitch McCrank, Manager of Transportation Services  
Stephanie Leveille, Treasurer

Regrets: N/A  
Media: 1  
Delegates: N/A  
Members of the Public: 3

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

None

**5. Approval of the Agenda**

*Resolution No. 2025-035*

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

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

**Carried**

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

No

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

**a) Municipal Transient Accommodation Tax (MAT)**

**Purpose:** Proposed Implementation of Municipal Transient Accommodation Tax (MAT)

**Background:** MAT Tax is a tax levied on the purchase of transient accommodation within a municipality. The funds collected through the tax are used to promote tourism and to support tourism-related activities and projects. MAT is governed by Provincial O. Reg. 435/17: Transient Accommodation Tax. The regulation outlines the rules and procedures for the collection and remittance of the tax.

Mayor Laferriere outlined that the public meeting serves two purposes: first, to present to Council and the public, details and background of the proposal, and second, to receive comments from the public and agencies before a decision is made by Council.

Mayor Laferriere declared the meeting to be an open public meeting, and requested the Clerk to outline the details of the Municipal Transient Accommodation Tax (MAT) Tax.

Logan Belanger, Clerk, utilizing PowerPoint, outlined that the Municipal Transient Accommodation Tax would be imposed on rental accommodations that are fewer than 30 days, in accordance with Bill 127, Stronger, Healthier Ontario Act. The proposed fee (i.e. five percent (5%), plus HST of the purchase price of the accommodation – not including ancillary charges), would apply to stays at hotels, motels, motor hotels, lodges, inns, resorts, bed and breakfasts, cottages, or other lodging, including those sold online. Note: exceptions apply, such as post-secondary accommodations, hospitals, long-term care and retirement homes, etc. Participation by eligible accommodation providers would be mandatory.

The tax would see visitors help pay for the use of existing facilities, programs and/or services in the City of Temiskaming Shores; lessening the burden on taxpayers. In accordance with legislation, 50 percent of the net amount generated would be provided to the Temiskaming Shores Development Corporation, through an established agreement between the City and the Corporation. The remaining revenue would stay with the City (per Council direction), for use on tourism and economic development opportunities, such as marketing, and development of tourism products, programs and services that support growth in the local tourism sector, and increase tourism's economic impact.

Following a registration process, MAT would be collected through remittances from accommodation providers. Collection methods would also be established should providers fail to remit, i.e. collection agencies, transfers to property tax, and litigation.

Following the public meeting, an Administrative Report and MAT By-law, would be presented for consideration at the February 18, 2025 Regular Council meeting, inclusive of any comments and feedback received. Should Council approve the By-law, staff recommend the registration of accommodation providers by March 31, 2025, with an implementation date of May 1, 2025.

Mayor Laferriere inquired if there were any comments from members of the public or Council. No comments were received from members of the public prior to or during the public meeting. Councillor Wilson inquired about the establishment of a reserve fund and Councillor Pelletier-Lavigne inquired about consultation. Sandra Lee, City Manager addressed both questions, and Mayor Laferriere added that the program is well established, and many communities,

including those in Northern Ontario have implemented MAT; including North Bay, Sudbury, Timmins, and Kirkland Lake.

Mayor Laferriere declared that the public meeting is closed, and Council will give due consideration to the proposed implementation of the Municipal Transient Accommodation Tax.

## **8. Public Works**

### **a) Delegations/Communications**

None

### **b) Administrative Reports**

#### **1. Memo No. 006-2025-PW – Transportation Services Operations Update**

##### Resolution No. 2025-036

Moved by: Councillor Dawson

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 006-2025-PW, regarding the Transportation Services Operations update, including the February 2025 Fleet Report, for information purposes.

**Carried**

#### **2. Administrative Report No. PW-002-2025 – Recycling Services for Non-Eligible Sources**

##### Resolution No. 2025-037

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-002-2025;

That Council directs staff to continue to monitor, evaluate and analyze recycling collection and depot operations for non-eligible sources; and

That Council directs staff to prepare a resolution in support of FONOM's request for the province to amend Ontario Regulation 391/21: Blue Box, to ensure producers are responsible for end-of-life management of recycling products from all sources, for consideration at the February 18, 2025 Regular Council meeting.

**Carried**

**3. Administrative Report No. PW-003-2025 – Housing-Enabling Water Systems Fund (HEWSF)**

Resolution No. 2025-038

Moved by: Councillor Dawson

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-003-2025; and

That Council hereby delegates authority to the Mayor and Municipal Clerk to enter into a Transfer Payment Agreement with the Province, for the McKelvie Street /Baker Avenue Infrastructure Extension Project, under the Housing-Enabling Water Systems Fund (HEWSF), with a provincial maximum contribution of \$ 7,402,570.00, to be confirmed by By-law at a future Council meeting.

**Carried**

**4. Administrative Report No. PW-004-2025 – Free Tipping Fee Voucher**

Resolution No. 2025-039

Moved by: Councillor Dawson

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-004-2025; and

That Council directs staff to continue with the Free Tipping Fee Voucher Program at the New Liskeard Landfill.

**Carried**

## 5. Administrative Report No. PW-005-2025 – 2025 Spring Tender Extensions

### Resolution No. 2025-040

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-005-2025; and

That Council directs staff to prepare the necessary by-laws to amend the following annual service agreements for one-year (2025), at the prices indicated below, for consideration at the February 18, 2025, Regular Council meeting:

By-law No.	Contractor	Purpose	Amount (exclusive of HST)	% Change from 2024
2024-009	Demora Construction	Excavator Rental – Spring Ditching	\$ 15,900.00	No change
2024-010	Midwestern	Roadway Line Painting	\$ 45,900.40	+ 4.0%
2024-011	Miller Paving	Asphalt Patching Services	\$ 394,989.88	+ 1.9%
2024-012	Pollard	Liquid Calcium Chloride	\$ 62,244.00	+ 3.0%
2024-013	Pedersen	Concrete Sidewalk & Curb Repairs	\$ 125,400.00	No change

**Carried**

### c) New Business

None

## 9. Recreation Services

### a) Delegations/Communications

None

**b) Administrative Reports**

**1. Memo No. 003-2025-RS – Recreation Operations Update – February 2025**

Resolution No. 2025-041

Moved by: Councillor Ducharme

Seconded by: Councillor Dawson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 003-2025-RS, regarding the Recreation Operations Update, for information purposes.

**Carried**

**2. Administrative Report No. RS-003-2025 - Farr Park Lighting RFQ Award**

Resolution No. 2025-042

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-003-2025; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with Maki Construction Ltd. for the installation of 12 LED path lights in Farr Park in the amount of \$54,900.00 plus applicable taxes, for consideration at the February 18, 2025, Regular Council meeting.

**Carried**

**3. Administrative Report No. RS-004-2025 – Ball Diamond Fencing RFQ Award**

Resolution No. 2025-043

Moved by: Councillor Dawson

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-004-2025; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with M & G Fencing for the installation of two (2) ball diamond

backstops and one (1) outfield fence in the amount of \$57,584.00 plus applicable taxes, for consideration at the February 18, 2025, Regular Council meeting.

**Carried**

**c) New Business**

None

**10. Fire Services**

**a) Delegations/Communications**

None

**b) Administrative Reports**

**1. Fire Activity Report – February 2025**

Resolution No. 2025-044

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of the Fire Activity Report, for the period from January 1, 2025 to January 29, 2025, for information purposes.

**Carried**

**2. Memo No. 001-2025-PPP – Municipal / MNR Fire Protection Agreement**

Resolution No. 2025-045

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. 001-2025-PPP; and



That Council hereby delegates authority to the Fire Chief to execute the renewal of the Municipal Forest Fire Management Agreement with the Ministry of Natural Resources.

**Carried**

**3. Administrative Report No. PPP-004-2025 – Ontario Transfer Payment Agreement – Community Emergency Preparedness Grant**

Resolution No. 2025-046

Moved by: Councillor Dawson

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PPP-004-2025; and

That Council directs staff to prepare the necessary by-law to enter into an Ontario Transfer Payment Agreement, through the Community Emergency Preparedness Grant, between His Majesty the King in right of Ontario and The City of Temiskaming Shores, in the amount of \$20,890.00, for the purchase of wildland firefighting equipment, for consideration at the February 18, 2025, Regular Council Meeting.

**Carried**

**c) New Business**

None

**11. Corporate Services**

**a) Delegations/Communications**

None

**b) Administrative Reports**

**1. Administrative Report No. CS-002-2025 – Website Redesign & Upgrades**

Resolution No. 2025-047

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-002-2025;

That Council directs staff to prepare the necessary By-law to enter into an agreement with GHD Digital Limited for the purchase of a website redesign and upgrades, for a total upset limit of \$45,382.40 plus applicable taxes, for consideration at the February 18, 2025 Regular Council Meeting; and

That Council directs staff to enter into a three (3) year agreement with GHD Digital Limited for the subscription and maintenance of the website at a cost of \$12,349 for the first year, plus applicable taxes and 5 percent annual increase, for consideration at the February 18, 2025 Regular Council Meeting.

**Carried**

**2. Administrative Report No. CS-003-2025 – CJTT 104.5 FM Radio Ad Agreement**

Resolution No. 2025-048

Moved by: Councillor Dawson

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-003-2025; and

That Council directs staff to prepare the necessary by-law to enter into a three (3) year radio contract with CJTT 104.5 FM, for consideration at the February 18, 2025 Regular Council meeting.

**Carried**

**c) New Business**

None

**12. Schedule of Council Meetings**

- a) Regular Council Meeting – February 18, 2025 starting at 6:00 p.m.
- b) Committee of the Whole – March 4, 2025 starting at 3:00 p.m.

**13. Closed Session**

None

**14. Adjournment**

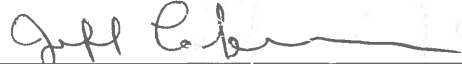
Resolution No. 2025-049

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council hereby adjourns its meeting at 3:49 p.m.

**Carried**

  
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Mayor

  
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Clerk