



**The Corporation of the City of Temiskaming Shores
Committee of the Whole
Tuesday, April 2, 2024 – 3:00 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 the Agenda**
5. **Approval of the 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. Public Works

a) Delegations/Communications

1. Jeremie Latour, Engineering Technologist – City of Temiskaming Shores

Re: Presentation of 2024 Phase 2 Asset Management Plan

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores hereby acknowledges receipt of the City of Temiskaming Shores 2024 Asset Management Plan presentation; and

Further that Council directs staff to prepare the necessary by-law to adopt the 2024 Asset Management Plan, for consideration at the April 16, 2024 Regular Council Meeting.

b) Administrative Reports

1. **Memo No. 011-2024-PW – Investing in Canada Infrastructure Program – Transit Update**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 011-2024-PW; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2020-118, for the execution of the Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream, to extend the allowable construction end date and to update the project description and other clarification changes, for consideration at the April 16, 2024 Regular Council Meeting.

2. **Memo No. 012-2024-PW – Albert Street Project – 2024 Contract Change Order for Contract Administration Services with EXP Services Inc.**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 012-2024-PW; and

That Council approves Change Order No. 1 of \$12,000, plus applicable taxes to the agreement with EXP Services Inc. related to project costs for the Albert Street Project - Contract Administrations Services, as authorized by By-law No. 2023-069, resulting in a revised contract value of \$151,820, plus applicable taxes.

3. **Memo No. 013-2024-PW – Environmental Services Operations Update**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 013-2024-PW, regarding the Environmental Services Operations Update for information purposes.

4. **Administrative Report No. PW-011-2024 – Request for Proposal Award – Haileybury Landfill Closure**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-011-2024; and

That Council hereby directs staff to prepare the necessary by-law to enter into an agreement with York1 Remediation LP for construction services related to the placement of final cover at the closed Haileybury Landfill Site, in the amount of \$ 565,925.00 plus applicable taxes, for consideration at the April 16, 2024 Regular Council Meeting.

c) **New Business**

None

9. **Recreation Services**

a) **Delegations/Communications**

None

b) **Administrative Reports**

1. **Memo No. 008-2024-RS – Planet Youth Timiskaming**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 008-2024-RS, regarding Planet Youth Timiskaming for information purposes.

2. **Memo No. 009-2024-RS – Ontario Northland Transportation Commission (ONTC) Agency Agreement**

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Whereas at the February 20, 2024 Regular Council Meeting, Council adopted Resolution No. 2024-072 to authorize the termination of the Ontario Northland Transportation Commission (ONTC) Agency Agreement, for an ONTC Agency at the Pool and Fitness Centre, effective March 22, 2024; and

Whereas the ONTC requested the termination date be revised to May 6, 2024, to limit the service disruption while transitioning to the new service location.

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 009-2024-RS, and

That Council hereby confirms the revised May 6, 2024 termination date related to the Ontario Northland Transportation Commission (ONTC) Agreement for an ONTC Agency at the Pool and Fitness Centre.

3. Memo No. 010-2024-RS – Recreation Operations Update – April 2024

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 010-2024-RS, regarding the Recreation Operations Update for the Month of April 2024 for information purposes.

4. Administrative Report No. RS-007-2024 – McCamus Well Roof Replacement RFQ Award

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-007-2024; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with Blanchfield Roofing Company Limited for the replacement of the McCamus Well Building Roof in the amount of \$42,600.00 plus applicable taxes, for consideration at the April 16, 2024, Regular Council meeting.

c) New Business

None

10. Fire Services

a) Delegations/Communications

None

b) Administrative Reports

1. Fire Activity Report – March 2024

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of the Fire Activity Report for the month of March 2024, for information purposes.

2. Administrative Report No. PPP-004-2024 – Appointment of Volunteer Firefighter

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PPP-004-2024; and

That Council hereby appoints Eric Leveille as Volunteer Firefighter to the Temiskaming Shores Fire Department, in accordance with the Recruitment and Retention Program.

c) New Business

None

11. Corporate Services

a) Delegations/Communications

None

b) Administrative Reports

1. Memo No. 012-2024-CS – Animal Services Update

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 012-2024-CS, regarding an Animal Services update for information purposes.

2. Memo No. 013-2024-CS – Transition from Section 10 Board to OPP Detachment Board

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 013-2024-CS;

That Council hereby appoints Mayor Jeff Laferriere and Councillor Danny Whalen as Council Representatives, and Monique Chartrand as Community Appointee on the newly formed OPP Detachment Board for Temiskaming Shores for the remainder of the Council term, following receipt of a police record check; and

Further that Council directs staff to proceed with the recruitment of an additional Community Appointee as set out on the Community Safety and Policing Act, 2019 (CSPA); Section 33.

3. Memo No. 014-2024-CS – Temiskaming Foundation Sponsorship Request – Horne Granite Little Rocks

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 014-2024-CS; and

That Council for the City of Temiskaming Shores approves the request from the Horne Granite Little Rocks, and agrees to sponsor funding applications to the Temiskaming Foundation – Community Fund in the amount of \$3,000, and to the Temiskaming Foundation – For Kids Sake Fund in the amount of \$3,000, to purchase equipment to help expand the Little Rocks program.

4. Memo No. 015-2024-CS – Temiskaming Foundation Sponsorship Request – Temiskaming Shores Soccer Club

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 015-2024-CS; and

That Council for the City of Temiskaming Shores approves the request from the Temiskaming Shores Soccer Club, and agrees to sponsor the funding application to the Temiskaming Foundation – For Kids Sake Fund in the amount of \$3,000, to purchase equipment for the program.

5. Administrative Report No. CS-009-2024 – One Light Diversity Centre 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 No. CS-009-2024; and

That Council directs staff to prepare the necessary By-law to enter into a memorandum of understanding with the One Light Diversity Centre to provide settlement support, welcoming events and community integration services for newcomers to the Temiskaming Shores region, for consideration at the April 16, 2024 Regular Council meeting.

6. Administrative Report No. CS-010-2024 – Sale of Municipal Property – Three Vacant Lots on Albert Street

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-010-2024;

That Council directs staff to continue with the disposition of municipal land, being three vacant lots described as PLAN M30NB LOTS 73 74 75 PCLS 6163 7724 14655SST, in accordance with the City's Disposition of Land By-law No. 2015-160; and

Further that Council directs staff to order a survey to legally describe the lands in order prepare an Offer of Purchase and Sale Agreement between the City of Temiskaming Shores as Vendor, and Yvon Champoux Inc. as Purchaser, in the amount of \$33,000 plus taxes (if applicable), plus all associated costs (legal, registration, survey, administration, etc.), in accordance with By-law No. 2015-160, for consideration at a future Regular Council meeting.

OR

That Council directs staff to cancel the disposition of municipal land process, as outlined in By-law No. 2015-160 for the three (3) vacant lots on Albert Street, described as PLAN M30NB LOTS 73 74 75 PCLS 6163 7724 14655SST.

c) New Business

None

12. Schedule of Council Meetings

- a) Regular Council Meeting – April 16, 2024 starting at 6:00 p.m.
- b) Committee of the Whole – May 7, 2024 starting at 3:00 p.m.

13. 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) Under Section 239(2)(b) of the Municipal Act, 2001 – Personal matter (identifiable individual) – Temiskaming Shores Public Library Board Applications for Seat Vacancy.

14. Adjournment

Draft Resolution

Moved by: Councillor

Seconded by: Councillor

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



ASSET MANAGEMENT

City of Temiskaming Shores

2024 Phase 2 - Municipal Asset Management Plan (O. Reg. 588/17)

REGULATION OVERVIEW

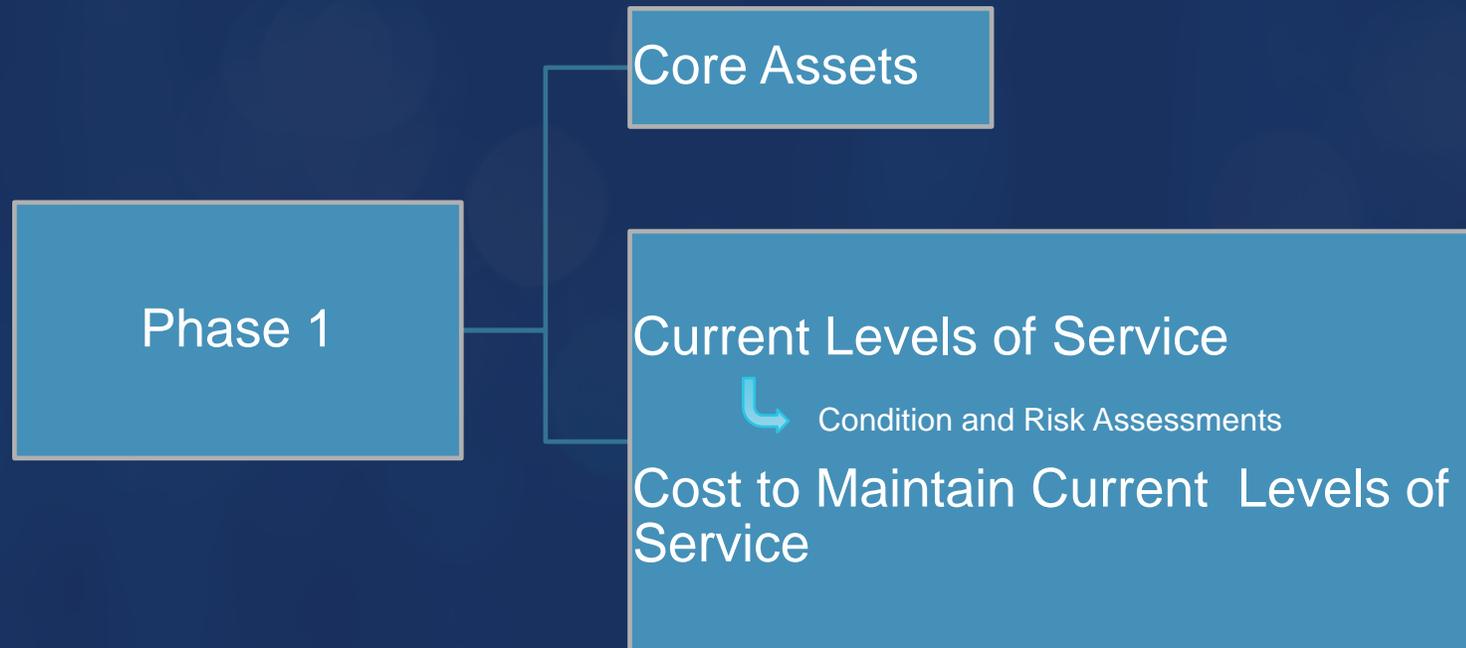
Strategic Asset
Management Policy – July
2019

Asset Management Plan
(Phase 1) – July 2022

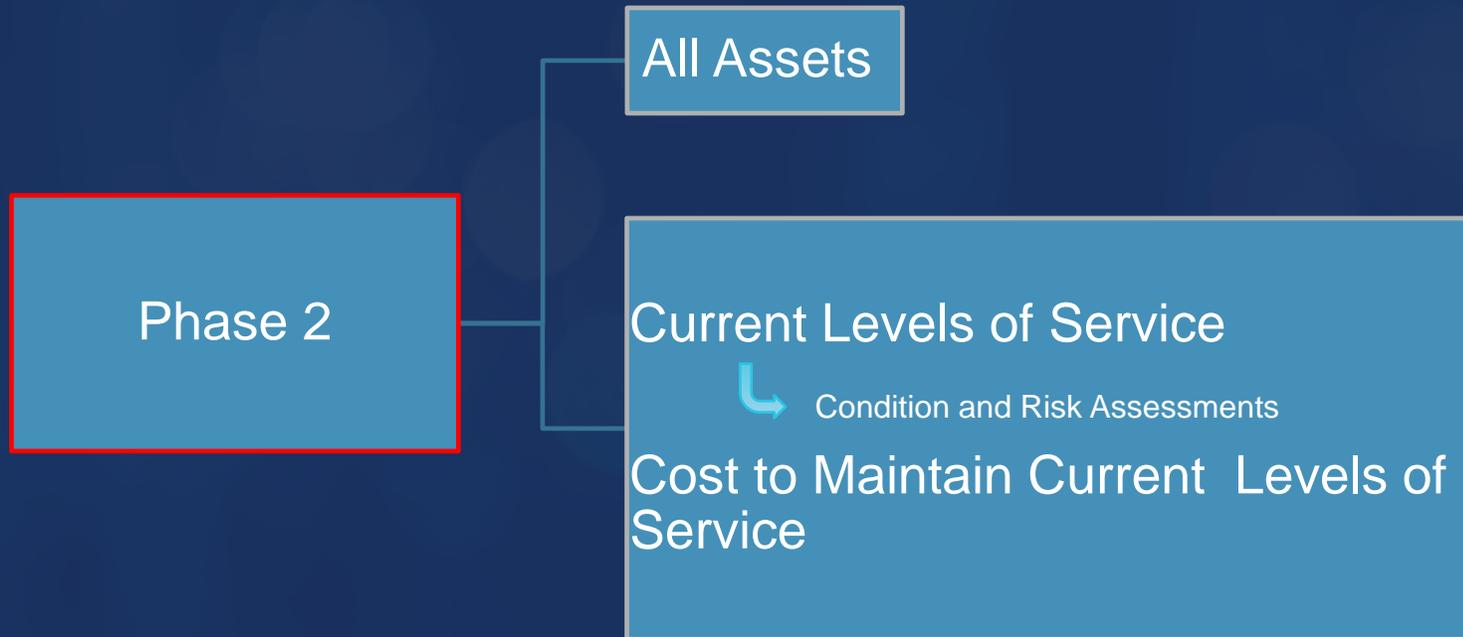
Asset Management Plan
(Phase 2) – July 2024

Asset Management Plan
(Phase 3) – July 2025

REGULATION OVERVIEW



REGULATION OVERVIEW



REGULATION OVERVIEW

Phase 3

Completed Plan, June 2025

1. Proposed Levels of Service (10-year projection)
2. Lifecycle Management
3. Funding / Financial Planning to fund activities that are required to meet the Proposed Levels of Service. Point (score) or Financial based system.



PHASE 2 OVERVIEW (2024)

2024 Core Asset Data

Water System:

- 103.8 km Watermains
- 3850 (update) Water Connections
- 1361 Water Valves
- 451 Hydrants
- 8 Facilities

Sanitary System:

- 95.1 km Sanitary Sewer
- 3850 (update) Sanitary Connections
- 1047 Maintenance Structures
- 16 Facilities

Stormwater System:

- 64.7 km Storm Sewer
- 2074 CB/Maintenance Structures
- 7.7 km Centerline Culverts

Transportation System:

- 210.3 lane km Paved Roadways
- 30.7 lane km Surface Treatment Roadways
- 175.5 lane km Gravel Roadways
- 40.4 km Sidewalks
- 10 Bridges
- 6 Large Diameter Culverts

2024 Other Asset Data

Stormwater System:

- 9.4 km Entrance Culverts

Transportation System:

- 1299 Street Lights (all types)
- 3342 Traffic Signs
- 5.6 km Guard Rails

Solid Waste:

- *1 Landfill

Buildings and Facilities:

- 60 Structures

Recreation and Culture:

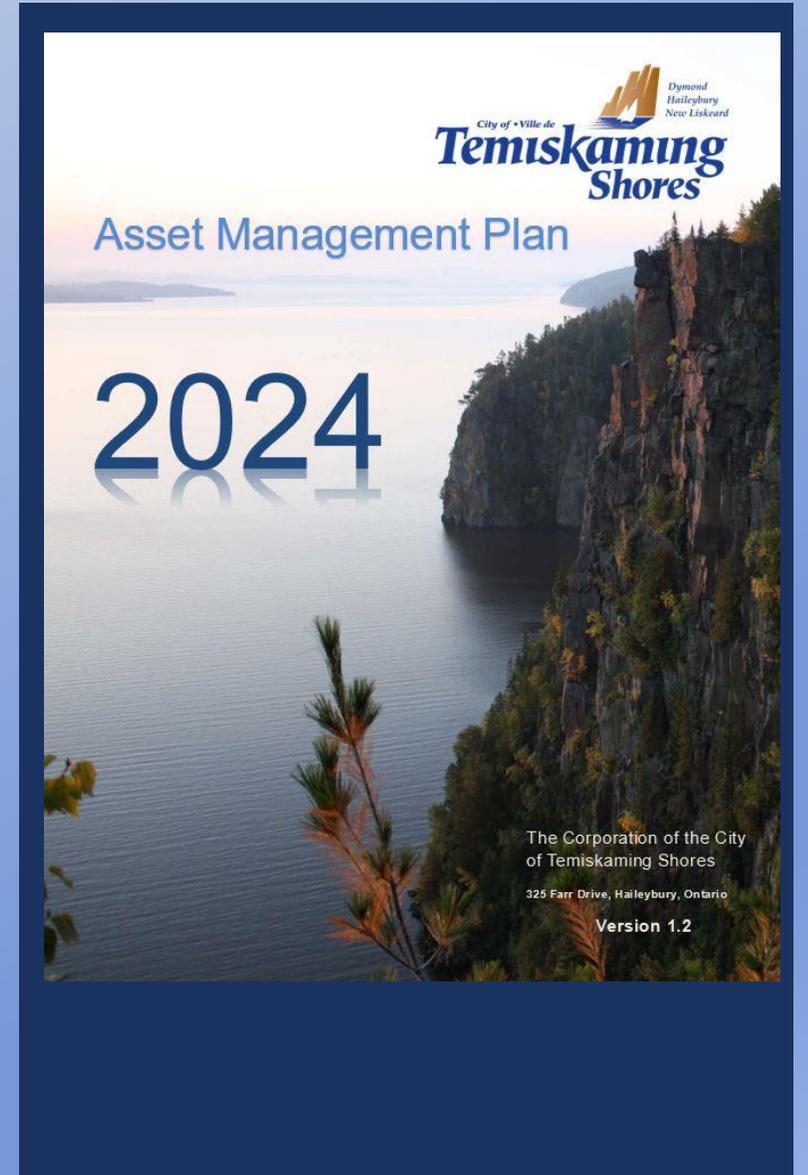
- 16.3 km Active Trails
- 34 Fields, Courts, Parks, etc.

Fleet:

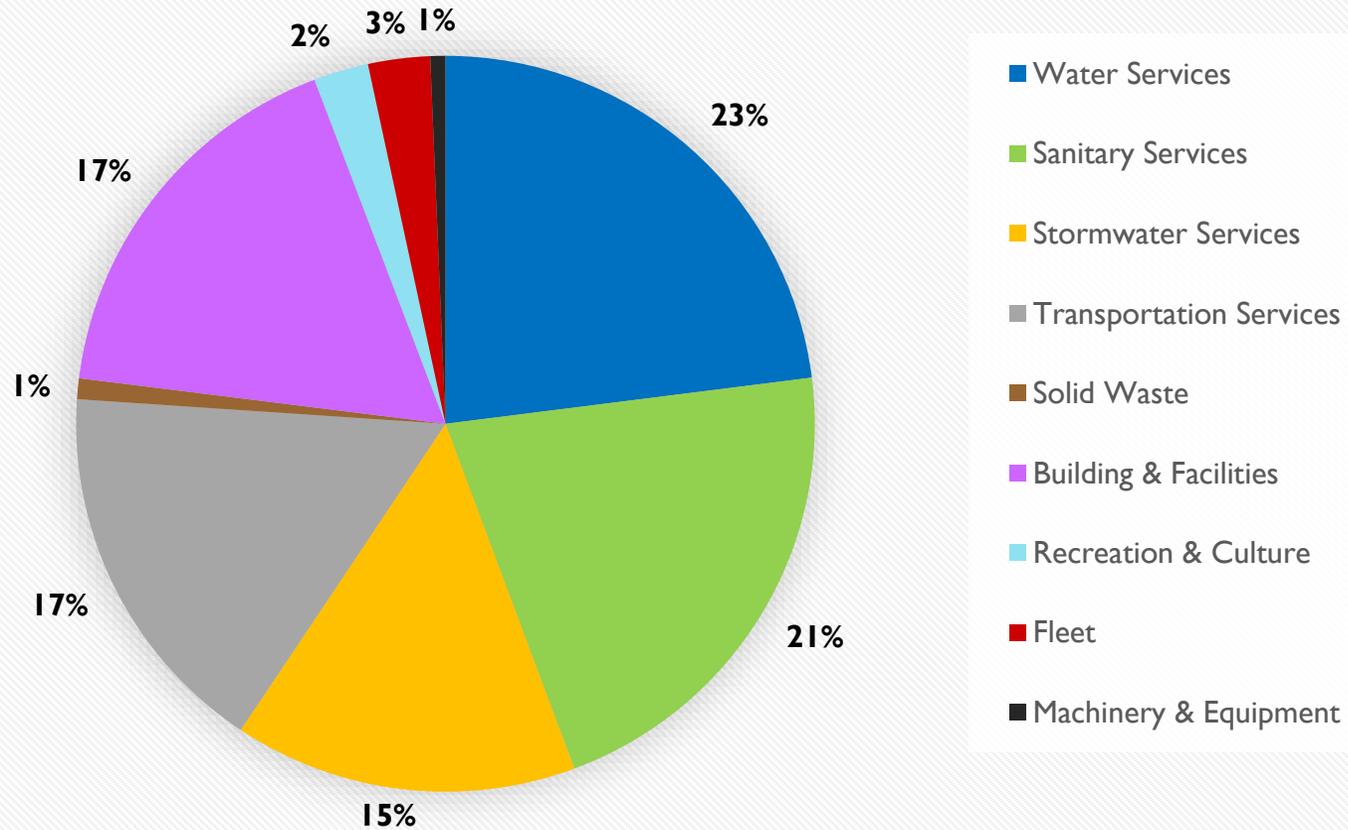
- 64 Units

Machinery and Equipment:

- pooled



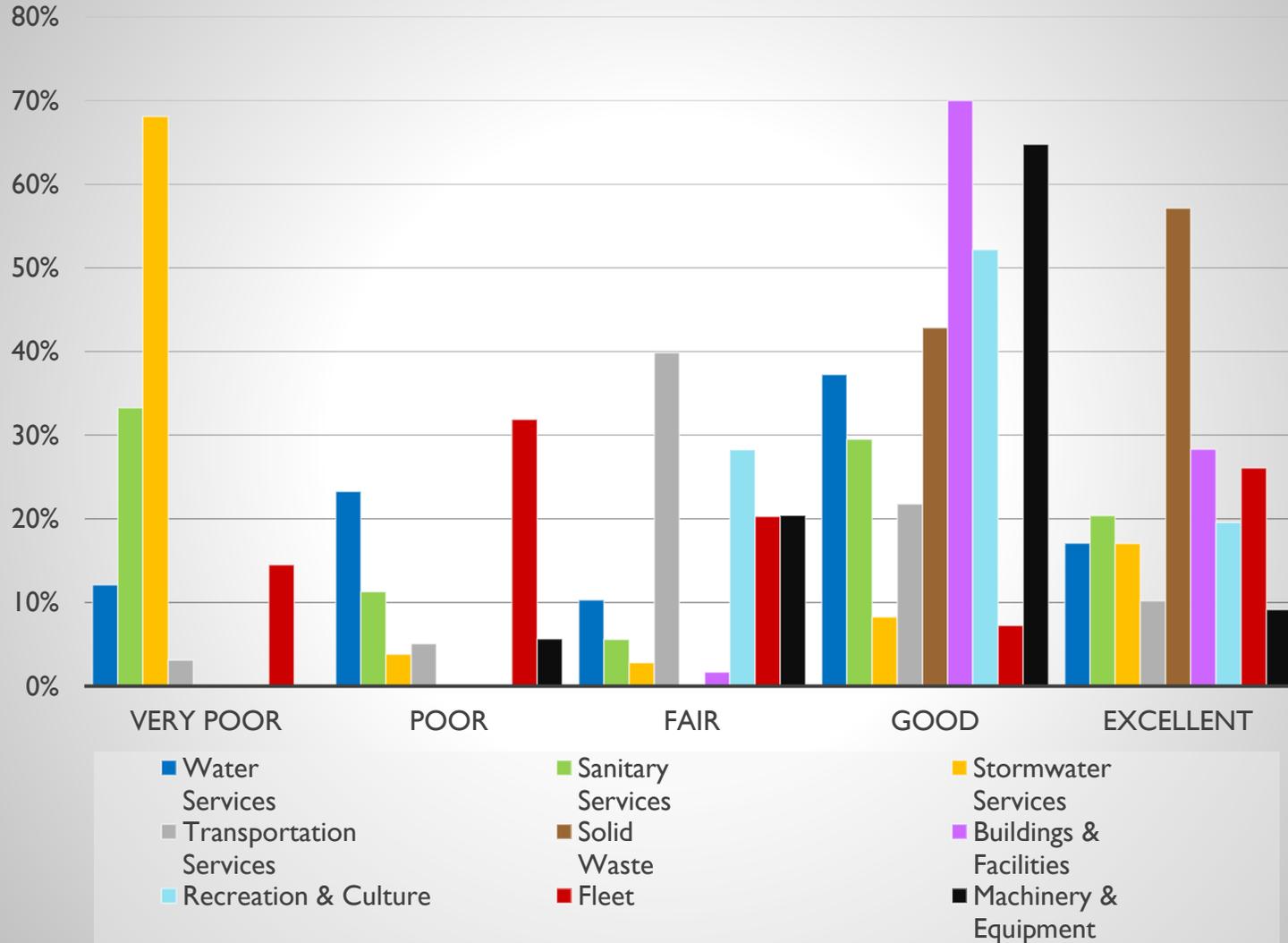
Asset Replacement Cost Percentage by Asset Category



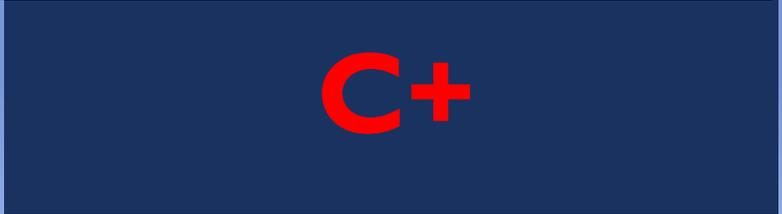
Asset Category	Replacement Cost
Water Services	\$ 101,556,472
Sanitary Services	\$ 94,176,265
Stormwater Services	\$ 66,373,740
Transportation Services	\$ 73,785,456
Solid Waste	\$ 4,026,913
Buildings & Facilities	\$ 76,178,722
Recreation & Culture	\$ 10,609,782
Fleet	\$ 11,964,439
Machinery & Equipment	\$ 2,915,116

\$ 441,586,905

State of Infrastructure Assets (%)



Asset Category	Financial Capacity	Asset Condition	Overall Grade
Water Services	C	B-	C+
Sanitary Services	C	C+	C+
Storm System	C-	C-	C-
Transportation Services	C	C	C
Solid Waste	C+	A-	B
Buildings & Facilities	C+	A-	B
Recreation & Culture	C	B+	B-
Fleet	B	C+	B-
Machinery & Equipment	B	B	B



Analyzing Each Asset Category – State of Infrastructure

- Replacement Cost
 - Example (150mm pvc watermain)
 - 2016 = \$350/m, 2023 = \$620/m
- Age Distribution
- Asset Material, Size and/or Type
- Level of Risk (consequence and probability)
- Lifecycle Activities (\$)
- Lifecycle Intervention Strategies
- Condition Report Card
- *Performance Measures Analysis





<https://geohub.brampton.ca/>



<https://opendata.thunderbay.ca/>



<https://opendata.barrie.ca/>



<https://greater-sudbury-information-hub-sudbury.hub.arcgis.com/>

OPEN DATA PORTAL





THANK YOU!

Asset Management Plan

2024

The Corporation of the City
of Temiskaming Shores

325 Farr Drive, Haileybury, Ontario

Version 1.2

Executive Summary

The Asset Management Plan (Phase 2) document has been developed for the City's major infrastructure asset groups. This second phase of the Asset Management Plan will provide a framework for considering, prioritizing, and optimizing asset management efforts, and providing direction for effective management of its aging infrastructure to best achieve established goals and objectives for its entire asset portfolio.

This Plan seeks to formalize and present some of the major capital infrastructure needs, with an emphasis on the 10 year period from 2024 to 2034, and provide a framework for expanding and enhancing the Municipality's asset management system. Phase 2 of the plan has built on phase 1 (completed in March 2022) and to include all remaining assets that will be completed by July 2024. And finally, phase 3 builds on phase 1 and 2 by adding the proposed levels of service and a strategy to fund the activities. This funding strategy will further identify the gap between municipal own source revenues and the need. This financial strategy will be completed by July 2025.

The focus of the Plan is primarily on major capital needs. Therefore, the estimated Service Life of assets was used as the primary indicator for measuring our current Levels of Service. Areas the Municipality will focus on to advance its Asset Management Capabilities and improve future updated versions of the Plan are highlighted throughout.

It should be noted that while phase 1 of the Plan focused on its core assets and phase 2 focused on the City's entire asset portfolio. The City remains proactive and responsible in managing its infrastructure and forecasting its Capital Needs. Several Inspection Programs are currently in practice in the Municipality, including a CCTV program for Sanitary and Storm Sewer Systems, updating our Roads Needs Studies, and OSIM inspections of Temiskaming Shore's Bridge and Culvert inventory. The costs associated with these programs, however, have not been incorporated in this Plan.

This Plan is considered a 'living document' and will be updated and revised as additional information becomes available, as existing infrastructure is renewed and as changes in strategy are required. To ensure that the Plan remains visible, it will be referred to in regular reports to Council. Every five years, a full review of the City's Asset Management Planning process should be considered and major changes may be presented to Council more frequently, if required.

A major component of this Plan is related to non-infrastructure solutions intended to improve the City's Asset Management Capacity. This includes the development of a dedicated Asset Management System and a complete well-designed geographic information system (GIS) to support Municipal Asset Management efforts. Details for the non-infrastructure solutions are presented in Section 6.2. Alongside this task, the City shall integrate and align its data records between departments such that in the final Asset Management System, asset information will only need to be stored in one location and the data will be structured to enable effective management of the City's infrastructure. This will include refinement of the existing infrastructure data bases, such as that contained in the Public Sector Accounting Board

(PSAB) reporting and Roads Needs Studies, utilizing the same segmentation and naming conventions for consistency.

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1. Introduction

1.1 About the City of Temiskaming Shores

The City of Temiskaming Shores is located on the shores of beautiful Lake Timiskaming in northeastern Ontario. The community is at the head of the Ottawa River waterway and offers all of the amenities and services found in larger centres. The community was founded in 2004 by the amalgamation of the former communities of Haileybury, New Liskeard and Dymond.

Temiskaming Shores is a community with endless opportunities for business development within a setting that offers a range of residential living environments and four-season recreation at the doorstep. Scenic landscapes, a healthy environment, an abundance of clean water, a rich heritage, a mature range of consumers, educational, social and health care services, and a multi-cultural population offer a quality living environment for this northern community. The provision of regional services in the areas of education, health and public administration to the 32,000 people living throughout the rest of Timiskaming District and northwestern Quebec fill out the City's economic impact.

1.2 City of Temiskaming Shores Mission & Values Statements

Mission Statement:

To ensure that the City of Temiskaming Shores is a dynamic leader providing incredible opportunities for all.

Statement of Values:

The Municipal Government of the Corporation of the City of Temiskaming Shores hereby adopts and embraces the following values as being integral to its good governance:

Responsibility, Teamwork, Promise-Keeping and Fairness

1.3 Asset Management Plan Purpose

Historically, the City of Temiskaming Shores has been proactively and responsibly managing its infrastructure portfolio. As the infrastructure ages and demands increase, so will the challenge of ensuring the needs of the community are effectively met with the limited resources available. This Asset Management Plan (Phase 2) will hopefully address this concern by providing a framework for considering, prioritizing, and optimizing asset management efforts, and providing direction for effective management of the Municipal infrastructure to best achieve established goals and objectives.

As an integrated Plan, this Asset Management Plan considers the lifecycle and needs of all infrastructure assets and classes within the Plan's scope and provides a sustainable and holistic view of the asset portfolios described herein. The Plan not only focuses on managing

individual assets but considers the condition and performance of complete asset systems through a systematic, risk-based decision-making process. The resulting Plan is intended to provide the optimal allocation of resources towards meeting prescribed goals, objectives, and levels of service.

The City currently manages an asset portfolio of over **\$441 M** worth of public physical capital assets (estimated replacement value, 2023 CAD). These assets provide the foundation upon which the City's economic growth, strength and quality of life are based. This second phase of the Asset Management Plan is an overview for managing its assets of all categories in the City's portfolio.

This Plan is being developed under Council Resolution No. 2019-063, dated May 21, 2019, at which time Council approved the submission of an Expression of Interest to obtain funding for the preparation of the comprehensive Asset Management Plan. Since that time staff have been refining inventories of assets groups and amending the Plan. The final draft of (phase 2) of the Plan will be presented to Council which is anticipated to be completed before July 1, 2024. Once approved, changes to the second phase of the Plan will be reported to and approved by Council, as required, to address changing circumstances, followed by phase 3.

1.3.1 Provincial Regulation (O. Reg. 588)

In many parts of Ontario, existing infrastructure is degrading faster than it is being repaired or replaces, putting services at risk. To help address this issue, the Province implemented the *Asset Management Planning for Municipal Infrastructure Regulation, O. Reg. 588/17*, effective January 1, 2018.

The goal of this regulation is to help improve the way municipalities plan for their infrastructure. The regulation builds on the progress municipalities have made while bringing consistency and standardization to asset management plans to help spread best practices throughout the sector and enable the collection of comparable data.

1.4 Asset Management Plan Goals and Objectives

The City of Temiskaming Shores currently manages its infrastructure proactively and with fiscal responsibility. A variety of programmes have already been initiated to improve the quality of investment decisions made, and support the City's asset management efforts. This Plan seeks to formalize and present some of the major capital infrastructure needs, with an emphasis on the initial 10 year period from 2024 to 2034, and provide a framework for expanding and enhancing the City's asset management system.

1.5 Relationship with Other Documents

Funding for the preparation of this Asset Management Plan was provided, in part, by the Ministry of Infrastructure programs as well as from within the existing Municipal Budget documents. Our operation and maintenance practices are guided by the strategies presented herein but operate under the budgets established by Council.

The City utilizes a standard Geographic Information System (GIS), where information is available, as well as data held in the various spreadsheets and other forms. Some of the data available appears to overlap traditional segmentation of roads or piped infrastructure information. Assumptions were made to combine data where this overlap was evident. Information from some of the sources could not be combined due to the naming or segmentation creating ambiguity in the data.

1.6 Asset Management Plan Scope

The City's Asset Management Plan encompasses Asset Management Strategies and Policies, the management of all assets within the various categories from conception to end-of-life, performance and condition monitoring and assessment, risk management, financing strategies, future demand and improvement processes.

This Plan (phase 2) considers the following municipal own asset categories:

Water Services:

- Approximately 103.8 kilometres of water distribution infrastructure.
- Approximately 3850 water service connections of various sizes.
- Approximately 1361 control and specialized valves.
- Approximately 451 hydrants.
- 8 Water treatment and distribution facilities

Sanitary Services:

- Approximately 95.1 kilometres of sanitary sewer collection and forcemain infrastructure.
- Approximately 3850 sanitary sewer connections.
- Approximately 1047 maintenance structures.
- Approximately 31 specialized valves/meters.
- 16 Sanitary treatment and collection facilities

Stormwater Services:

- Approximately 64.7 kilometres of storm sewer collection infrastructure.
- Approximately 2074 catch basins and maintenance structures.
- Approximately 468 kilometres of drainage ditches.
- Approximately 7.7 kilometres of centerline culverts
- Approximately 9.4 kilometres of entrance culverts
- 1 storm water management system

Transportation Services:

- Approximately 210.3 lane kilometres of paved roadway.

- Approximately 30.7 lane kilometres of surface treated roadway.
- Approximately 175.5 lane kilometres of gravel roadway.
- Approximately 40.4 kilometres of sidewalk.
- 10 bridge structures.
- 6 large diameter culverts.
- 1299 street, decorative and traffic control lights.
- 3342 traffic signs.
- 5.6 kilometres of guard rails.

Other Major Assets:

- 1 Landfill (including operational buildings and equipment), 1 Transfer Station.
- 60 mix buildings & facilities.
- 64 fleet & heavy equipment units.
- Approximately 16.3 kilometres of active recreation trails.
- 35 parks (all types) & green spaces.
- Numerous machinery and equipment.

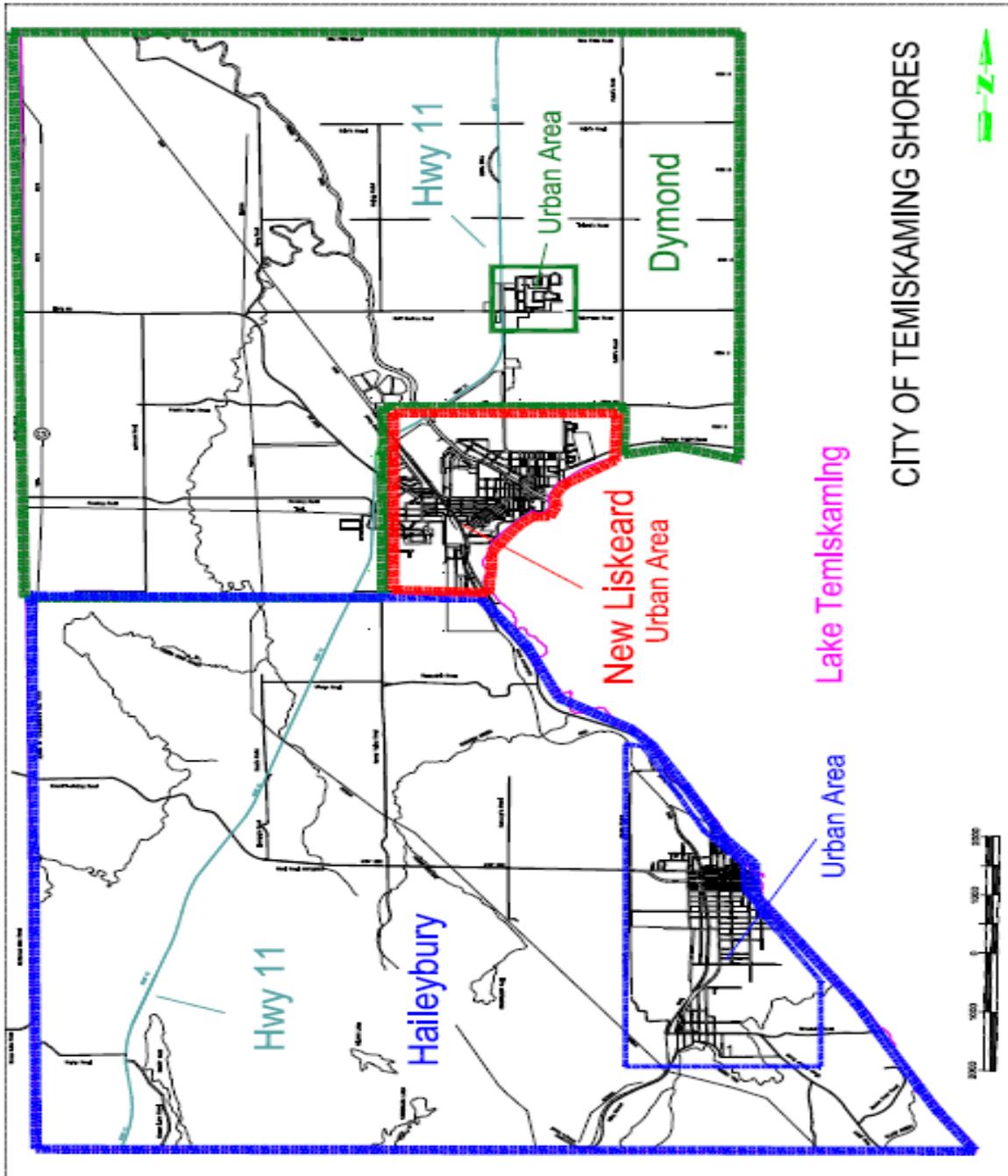


Figure 1.1: Overview Map of Temiskaming Shores

While the Planning process commenced in 2018, the City will conduct an annual review of the State of Infrastructure report. The evaluation and improvement process discussed in Section 1.8 also reflects the intent that this Plan be considered a “living document,” to be revised and updated as necessary.

1.7 Asset Management Plan Development Process

The City of Temiskaming Shores utilized existing staff and resources as well as contract support persons if necessary to facilitate the development of this Plan. The process for developing the Asset Management Plan, limitations of the current version of the Plan, and planned next steps are detailed below.

1.7.1 Municipal Goals and Objectives:

The first step in the Plan development process was to determine the desired outcomes, as well as plan the approach or approaches that were to be used to achieve them.

Known infrastructure inventories and all other available information were used within individual asset groups to identify and express priorities and needs associated with provision of those services. A plenary session involving staff, elected officials and other appropriate stakeholders was also used to identify and discuss these goals and objectives.

Limitations of this Plan

The City considers this to be the second phase of a larger, continual Asset Management Planning process that forms an important part of its overall Asset Management effort. As a result of the project timeline and data availability, other elements have now been included in this version of the Plan. The City will seek to incorporate the missing data in Phase 3 of the Plan, set to be completed by July 2025.

Next Steps

As the City moves forward with its Asset Management practices, the Plan will be adjusted to reflect a more accurate representation of asset needs. The City will re-visit the Goals and Objectives documented in this Plan as additional information becomes available, and at a minimum, review them upon repeating the Asset Management Planning process for the next Plan revision.

1.7.2 State of Infrastructure:

The second step in the Plan development process was to determine the current State of Infrastructure along with levels of service. While the State of Infrastructure is independent of infrastructure needs, a thorough understanding of the present state of infrastructure was determined to be a key element required when considering the needs of the infrastructure portfolio and what levels of service are realistically achieved. There are a variety of ways to assess and report on the State of Infrastructure.

Individual asset performance and condition assessments are considered as the preferred measure for assessing the state of individual infrastructure assets, though asset age or maintenance data were also used as an indicator where the information was otherwise unavailable.

The City of Temiskaming Shores currently has several infrastructure condition monitoring and assessment programs in place, including;

- Sanitary and Storm Sewer CCTV program:

A large portion of Sanitary and Storm Sewer systems have been inspected over a number of years and the condition of these sections have been documented to highlight areas that should be considered as priority for replacement or rehabilitation. Moving forward, the City has acquired a CCTV camera and consideration will be given to prioritizing the inspection of those areas that pose gaps in information.

- Road Needs Study:

The most recent Roads Needs Study was updated internally in 2023 and in 2020 utilizing external consultants through municipal asset management programs, offered by the Federation of Canadian Municipalities (FCM). This study reviewed the road network, broke the various road sections down into individual segments, consistent in their characteristics and other infrastructure located within, and recorded the performance and condition details for each. This information has and will continue to be used and updated internally to identify the capital and maintenance needs of the system, the timing for the required work and the road priority.

- OSIM Bridge Inspections:

As legislated by the Province of Ontario, every bridge and large diameter culvert is inspected under the Ontario Structure Inspection Manual (OSIM) every two years. The most recent inspection was carried out by a qualified consultant in 2022 and is being repeated in 2024. From this inspection, a Bridge Condition Index was developed that assists in the scheduling of bridge maintenance and upkeep. Safety concerns are addressed immediately.

Limitations of this Plan

This initial version of the Plan is largely based on infrastructure asset age information collected through PSAB 3150 reporting records as well as all available information on the asset groups that was collected since 2015.

Additional limitations, that have been identified, are documented in Section 3 of the Plan, identified by Asset Category.

Next Steps

The City should consider revisions to the procurement policies to support and improve data management practices. Contract terms should specify the format of electronic deliverables and define minimum data requirements to support Asset Management efforts moving forward.

All reporting procedures should incorporate / include asset condition information, as it becomes available. This will assist in determining or establishing a more accurate representation of the State of Infrastructure.

1.7.3 Current Levels of Service:

Level of Service defines the performance required of the infrastructure. To measure a Level of Service, one or more corresponding Key Performance Indicator has to be identified. In order to minimize monitoring and analysis efforts, the Key Performance Indicators monitored should be limited to only those required to measure the current Levels of Service.

Limitations of this Plan

The current Levels of Service defined for the initial version of the Plan have been limited to those associated with the capital replacement of assets. An Estimated Service Life was established for each asset that corresponds with either the typical lifespan experienced in industry or adjusted to better represent the Asset Management Strategy for the replacement or retention of the particular asset.

1.8 The Asset Management Plan as a “Living Document”

The process for developing and implementing this Plan was intended to follow the Deming cycle for quality control; Plan, Do, Check, Act. This process provides a framework for continual monitoring and improvement of the Plan, as well as for planned asset management strategies and activities. A variety of components are included in each step as outlined below.

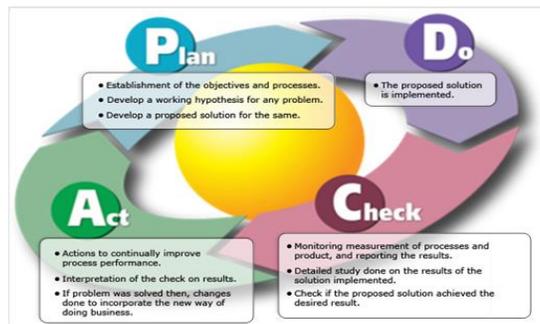


Figure1.2: Deming Cycle

Step 1: Plan

The following components are included in this step:

Review of Previous Plan

Prior to establishing or revising the Asset Management Plan, any previous Plans will be reviewed. This review will establish a historical context for the decisions made and an

understanding of the future visions pursued, as well as providing a framework to measure asset performance against. By recognizing the “living” nature of the Plan documents, evaluation of changes made over time will also serve to identify best practices and unsuccessful strategies to avoid. Where the Plan continues to serve the City’s needs, it may serve as a template to produce future Plans.

Audit Results and Auditor Recommendations

Results from any audits on the Asset Management Plan or System, as well as any associated auditor recommendations, will be considered in revising the active Plan and producing future Plans.

Management Review Results

As part of the third step of the Plan development process, a management review shall be conducted. While the results from this review are intended to be incorporated in the existing Plan as a process of continuing improvement, some issues may not be immediately actionable. Assessment of the management review results during the development process for subsequent Plans will provide the opportunity to re-assess and potentially implement recommendations that were previously not accepted.

The full Asset Management Planning process should be undertaken by the City every five years. The process should be initiated one year prior to the intended release of the updated or revised Plan. The City may consider retaining the services of an outside party, such as an independent consultant, to facilitate the review and revision of at least every second Plan in order to incorporate changes to industry good practice and capture the benefits of an external review.

Step 2: Do

The second step of the Plan development process is its implementation. The Plan will be implemented upon completion of the first step. Where necessary, significant changes may be implemented through a phased approach as documented in the Plan.

Step 3: Check

The Plan shall be considered a “living document,” to be revised and refined as required. Prior to making adjustments, the efficacy and propriety of the Plan, strategies and activities must be assessed. This is performed through six approaches: monitoring, inspections and testing, performance documentation, audits, management reviews, and stakeholder engagement.

Monitoring

Asset management activities specified in the Plan will be monitored on an on-going basis. Overall activities in the Plan will be compared with performance measures and the results will be used to develop an improvement plan which will document specific tasks.

The State of Infrastructure report will also be reviewed and revised on an annual basis by the City.

It is anticipated that in the early stages of implementation this monitoring may lead to more frequent adjustments to the Plan.

Inspections and Testing

Assets will be inspected and tested as specified in the Plan. If subsequent inspections identify significant deterioration in condition or performance, corrective actions may be undertaken and inspection frequency may be increased until the desired outcome is achieved and confirmed.

Performance Documentation

A review of asset performance, with respect to design capacity in comparison to actual measured capacity, of specific assets may be carried out to ensure that the current and desired Levels of Service can be provided. This review may take the form of summary tables or charts displaying capacity in relation to levels of service. It may also include assessment of other studies or models used to evaluate asset performance, such as water system models or traffic demand studies.

Management Review

The Asset Management System, including applicable policies, procedures, and Plans, should undergo management review every (3) three years.

Audits

The Asset Management System, including applicable policies, procedures, and Plans, may undergo audit by an external consultant every (5) five years.

Step 4: Act

The final step in the Plan development is to act on the information gathered from the previous step. This step is implemented through continual plan evaluation and improvement efforts. The Plan will be evaluated and adjusted on an ongoing basis by Municipal staff and management during implementation. Formal Management evaluation and audited reviews will take place as described previously. The outcomes and recommendations of each review will be incorporated into improving future versions of the Plan.

2. Asset Management Policy

An Asset Management Policy may be defined as the “*principles and mandated requirements derived from, and consistent with, the organizational strategic plan, providing a framework for the development and implementation of the asset management strategy and the setting of the asset management objectives*”.

Simply put, the asset management policy defines an organization’s commitment to asset management and provides staff with a mandate and direction to implement the Plan strategy and activities in compliance with the overall organizational strategic plan. Creation of such policies is an essential requirement of Asset Management Systems and, at the very least, highly recommended by most recognized guidelines and standards, including InfraGuide and the International Infrastructure Management Manual (IIMM).

The City of Temiskaming Shores formally adopted a documented Municipal Asset Management Policy by Resolution No. 2019-063, dated May 21, 2019. This Policy signifies Councils commitment to effective Asset Management, and the establishment of Municipal priorities for our Asset Management programmes.

2.1 Policy Statements

Asset management is a broad strategic framework that encompasses many disciplines and involves the entire organization. The term asset management, as used in this document, is defined as “*The application of sound technical, social and economic principles that considers present and future needs of users, and the service from the asset.*”

To guide the organization, the following policy statements have been developed for all three phases of the plan:

- a) The City of Temiskaming Shores will maintain and manage infrastructure assets at defined levels to support public safety, community well-being and community goals.
- b) The City of Temiskaming Shores will monitor standards and service levels to ensure that they meet/support community and Council goals and objectives.
- c) The City of Temiskaming Shores will develop and maintain asset inventories of all of its infrastructures.
- d) The City of Temiskaming Shores will establish infrastructure replacement strategies through the use of full life cycle costing principals.
- e) The City of Temiskaming Shores will plan financially for the appropriate level of maintenance of assets to deliver service levels and extend the useful life of assets.
- f) The City of Temiskaming Shores will plan for and provide stable long term funding to replace and/or renew and/or decommission infrastructure assets.
- g) Where appropriate, the City of Temiskaming Shores will consider and incorporate asset management in its other corporate plans.

- h) The City of Temiskaming Shores will report to citizens regularly on the status and performance of work related to the implementation of this asset management policy.

2.2 Background & Purpose of Asset Management Policy

Council has a mandate to provide a wide range of services. Council adopts policies that support their vision, goals and objectives and guide staff to effectively implement the policy for the delivery of those services.

Council vision and goals for infrastructure assets

Council's vision and goal for the community is a safe, livable, sustainable and economically vibrant community underpinned by well managed and maintained infrastructure assets. These assets include but are not limited to efficient transportation networks, safe and reliable water distribution networks, economical and reliable sewage collection systems, productive fleets, and accessible parks, recreation and civic facilities.

Though these assets age and deteriorate, by using sound asset management practices, Council and the community can be assured that the assets meet performance levels, are used to deliver the desired service in the long term and are managed for present and future users.

This policy is to articulate Council's commitment to asset management, and guides staff using the policy statements for all three phases of the plan. In doing so, this policy also outlines how it is to be intergraded within the organization in such a way that it is coordinated, cost effective and organizationally sustainable. This policy also demonstrates to the community that Council is exercising good stewardship, and is delivering affordable service while considering its legacy to future residents.

Staff will implement the policy through the development and use of asset management guidelines and best practices. Since the performance of asset management is organization specific, reflective of knowledge, technologies and available tools, and will evolve over time, the responsibility for developing guidelines and practices is delegated to staff.

2.3 Policy Principles, Guidelines and Integration

Principles

The key principles of the asset management policy are outlined in the following list.

The City shall:

- Make informed decisions by identifying all revenues and costs (including operation, maintenance, replacement and decommission) associated with infrastructure asset decisions, including additions and deletions. Trade-offs shall be articulated and evaluated, and the basis of the decision recorded.
- Integrate corporate, financial, business, technical and budgetary planning for infrastructure assets.

- Establish organizational accountability and responsibility for asset inventory, condition, use and performance.
- Consult with stakeholders where appropriate.
- Define and articulate service, maintenance and replacement levels and outcomes.
- Use available resources effectively.
- Manage assets to be sustainable.
- Minimize total life cycle costs of assets.
- Consider environmental and energy conservation goals.
- Consider social and sustainability goals.
- Minimize risks to users and risks associated with failure.
- Pursue best practices where available.
- Report the performance of its asset management program.

Guidelines and Practices

This policy shall be implemented by staff using accepted industry guidelines and best practices (such as those recommended by the Federation of Canadian Municipalities e.g., InfraGuide).

The City will also comply with required capital asset reporting requirements, and integrate the asset management program into operational plans throughout the organization.

Strategic Asset Management Plans may be developed for a specific class of assets, or be generic for all assets, and should outline long term goals, processes and steps toward how they will be achieved. The Asset Management Plans should be based on current inventories and condition (acquired or derived), projected or desired performance and remaining service life and consequences of losses (***e.g., vulnerability assessments, Emergency Management Ontario Critical Infrastructure Consequence of Loss Assessment***). Operational plans should reflect these details. Replacement portfolios and associated financial plans should consider alternative scenarios and risks, as well as include public consultation.

Context and integration of Asset Management within the City

The context and integration of asset management throughout the organization's lines of business is typically formalized through references and linkages between corporate documents. Where possible and appropriate, Council and staff will consider this policy and integrate it in the development of corporate documents such as:

- Official plan
- Business plans
- Corporate strategic plan
- Corporate financial plan
- Capital budget plan

- Operational plans and budgets (including vehicle and fleet plans and budgets)
- Energy Conservation plans
- Neighborhood plans
- Community Improvement plans
- Annual reports
- Design criteria and specifications
- Infrastructure servicing, management and replacement plans, e.g., transportation plans
- Community social plans
- Parks and recreation plans
- Facility plans

2.4 Key Roles for Managing the Asset Management Policy

City policies are approved by Council. While staff, public and other agencies may provide input on the nature and text of the policy, Council retains the authority to approve, update, amend or rescind policies.

Role	Responsibility
Identification of issues, and development of policy updates	Council and staff
Establish levels of service	Council, staff and public
Exercise stewardship of assets, adopt policy and budgets	Council
Implementation of policy	City Manager and staff
Development of guidelines and practices	City Manager and staff
On-going review of policies	Council and staff

Implementation, review and reporting of Asset Management work

The implementation, review and reporting of this policy shall be integrated within the organization. Due to the importance of this policy, the organization’s asset management program shall be reported annually to the community, and implementation of this policy reviewed by Council at the mid-point of its term.

Actions	Responsibility
Adopt Asset Management Policy	Council and City Manager
Monitor and review infrastructure standards and service levels at established intervals	Council and City Manager
Develop and maintain infrastructure strategies including development and service plans	Recreational Services, Community Growth and Planning, Public Works, Finance, other asset operation and maintenance

Develop and maintain asset inventories	departments, Finance Public Works, Finance, other asset operation and maintenance departments, Finance
Assess infrastructure condition and service levels	Public Works, and other asset operation and maintenance departments
Establish and monitor infrastructure replacement levels through the use of full life cycle costing principles	Public Works, Finance, and other asset operation and maintenance departments
Develop and maintain financial plans for the appropriate level of maintenance, rehabilitation, extension and decommission of assets	Public Works, Finance, and other asset operation and maintenance departments, Finance
Report to citizens on status of the community's infrastructure assets and asset management program. The channels may include annual citizen reports, business plans, etc.	Council, City Manager, Corporate Services

3. Infrastructure Data Collection

3.1 Water System Inventory

The water system infrastructure inventory data used for the analysis was gathered from several sources. The combination of the geographic information system (GIS) information collected for this asset as well as other available records and information were combined to provide a relatively accurate accounting. Limited global positioning (GPS) data was available for the hydrants, curb stops and water valves connected to the water infrastructure, however, the inventory of those appurtenances, linked to the water infrastructure piping, are also considered to be fairly accurate. Base information about the material, installation date, diameter and length were derived from available records and data related to the system. These records also provided information about the size of valves, hydrants and connections per pipe segment and the two data sets were linked via their street (location) information. Information on Water treatment and storage facilities were gathered separately.

3.2 Sanitary System Inventory

The sanitary system infrastructure data used for the analysis was compiled from several sources. The combination of the geographic information system (GIS) information collected for this asset as well as other available records and information were combined to provide a relatively accurate accounting. Limited global positioning (GPS) data was available for the maintenance holes and cleanouts connected to the sanitary infrastructure, however, the inventory of those appurtenances, linked to the sanitary sewer infrastructure piping, are also considered to be fairly accurate. Base information about the material, installation date, diameter and length were derived from available records and data related to the system. These records also provided information about the number and location of maintenance holes and connections per pipe segment and the two data sets were linked via their street (location) information. Information on Wastewater treatment and pumping facilities were gathered separately.

3.3 Stormwater System Inventory

The stormwater system infrastructure data used for the analysis was compiled from several sources. The combination of geographic information system (GIS) information collected for this asset as well as other available records and information were combined to provide a relatively accurate accounting. Limited global positioning (GPS) data was available for the maintenance holes and catch basins connected to the stormwater infrastructure, however, the inventory of those appurtenances, linked to the stormwater infrastructure piping are also considered to be fairly accurate. Base information about the material, installation date, diameter and length were derived from available records and data related to the system. These records also provided information about the number and location of maintenance holes and catch basins per pipe segment and the two data sets were linked via their street (location) information.

3.4 Road Network Inventory

Data derived from a Roads Needs Survey, conducted in 2020 and an internal survey in 2023, was used in conjunction with the previously developed geographic information system (GIS) layer for the Municipality's roads. The information gathered in the Survey was reviewed, with respect to the road data, and it was determined that the road condition data contained more suitable information for use in an Asset Management Plan. It is recommended that all data sets should ideally be combined in the future to provide a more detailed source of information when combined with all other asset inventories.

3.5 Bridge Inventory

The bridge inventory was developed through the use of the most recent OSIM inspection data. Basic Bridge Condition Index values were calculated for each structure using the estimated cost of repair derived from the inspections along with the initial installation cost and the current bridge value. Bridges with a repair value either greater or close to the replacement value were considered to be in poor condition.

3.6 Miscellaneous Asset Inventories

Information for the following asset classes was acquired from various sources of data. This information assisted in providing a current and base cost for each asset.

- Sidewalks and Active Trails
- Centerline and Entrance Culverts
- Street, Decorative and Traffic Control Lights
- Fleet Units
- Traffic Signs
- Guard Rails
- Buildings and Facilities
- Parks
- Solid Waste
- Machinery and Equipment

4.State of Local Infrastructure

4.1 Introduction & Overview

The City of Temiskaming Shores infrastructure may be considered to be generally in “fair to good” condition. This is a result of the City being proactive in the management of its infrastructure. As the infrastructure continues to age, however, adequate funding will need to be made available to continue this trend and either replace or rehabilitate the assets as required.

4.1.1 Inventory Overview

The State of Local Infrastructure Report is a review of existing infrastructure data pertaining to infrastructure age and condition. The City’s public sector accounting board (PSAB) asset registry and staff knowledge of the various categories of infrastructure forms the basis for the assessment, with any available condition information taking priority in forecasting for both short and long-term needs.

This report was developed to advance the understanding of the state of the local infrastructure assets, and to improve transparency with respect to management of the infrastructure inventory. The report is the first element of an asset management plan whose purpose is to improve infrastructure-related decision-making processes.

The State of Local Infrastructure Report Card reviews the following infrastructure:

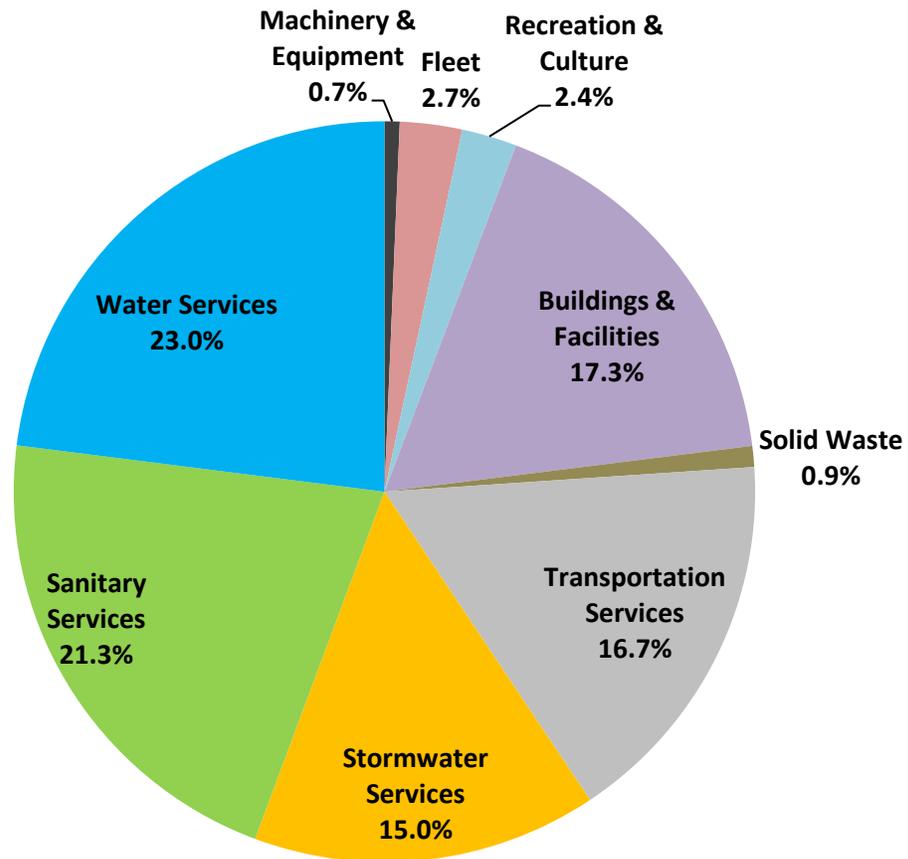
- Water Distribution and Treatment System
- Sanitary Collection and Treatment System
- Stormwater Collection and Management System
- Transportation Network
- Solid Waste Management
- Buildings & Facilities
- Recreation & Culture
- Fleet Units
- Machinery and Equipment

Table 4-1 summarizes the estimated replacement cost for the City’s infrastructure asset portfolio, derived on the basis of replacement costs, while Figure 4.1 illustrates each infrastructure asset division as a percentage of the total portfolio value. All values are estimated construction / replacement costs represented in 2023 Canadian Dollars (CAD).

Table 4-1: Total Replacement Cost per Asset Category

Asset Category	Replacement Cost
Water Services	\$101,556,472.00
Sanitary Services	\$94,176,265.00
Stormwater Services	\$66,373,740.00
Transportation Services	\$73,785,456.00
Solid Waste	\$4,026,913.00
Building & Facilities	\$76,178,722.00
Recreation & Culture	\$10,609,782.00
Fleet	\$11,964,439.00
Machinery & Equipment	\$2,915,116.00
	\$441,586,905.00

Figure 4.1: Asset Replacement Cost by Asset Category (%)



4.1.2 Factors to Determine Infrastructure Condition

In order to prepare asset category risk profiles, and create capital needs forecasts, appropriate Condition Rating has been established for each category. The state of the infrastructure was assessed based on a variety of factors which include age, material (service life), number of repairs, sufficient capacity, etc.

Age and Material is the most significant assessment criterion. As an asset ages its condition deteriorates by a combination of many factors. The type of material significantly affects the rate at which deterioration occurs. The Estimated Service Life of a material can be adjusted to match industry good practices and reflect the typical life span of similar assets, to match local experience, or to match the asset management strategy of the infrastructure owner. In general, an asset's Estimated Service Life is heavily influenced by the demands placed on it, operation and maintenance practices, and legislative / regulatory and technological changes (e.g., technological obsolescence). For this Plan, the initial service lives were derived to reflect accepted industry asset performance as well as the City's asset management goals.

The number of repairs provides an accurate measure of operational decline due to deterioration. Therefore, areas that have a history of "breakage" are a significant burden on the operational budget.

Sufficient system capacity is also a violable factor when it comes to determining the condition of particular assets. For example, watermains that have large diameters are often transmission lines that supply significant quantities of water to large areas within the city. As such, problems with larger diameter pipes are considered to have high associated social and economic risks.

Table 4-2: Average Age per Category

Asset Category	Average Age (years)
Water Services	42
Sanitary Services	43
Stormwater Services	41
Transportation Services	41
Solid Waste	-
Building & Facilities	42
Recreation & Culture	23
Fleet	7
Machinery & Equipment	-

4.1.3 Useful Life Consumption

While age is not a precise indicator of an asset’s health, in the absence of assessed condition assessment data. It can serve as a high-level, meaningful approximation and help guide replacement needs and facilitate strategic budgeting.

4.1.4 System Characteristic Overview

A basic character overview has been established for each asset category included in this Plan. Due to the nature of the individual asset categories, the overviews cannot be readily combined and summarized.

Beyond the risk of infrastructure failures, Temiskaming Shores faces a number of potential legislative / regulatory and potential reputational risks. One identified risk is that related to hazardous materials. A section of the water main inventory for instance, contains Asbestos Cement. A change in water distribution legislation requiring the removal of such materials could impose a cost of nearly \$1.5M on the City for the Water system alone. To address these risks, the City may choose to accelerate the replacement of certain material or asset types.

4.1.5 Final Report Card Score

To rate the asset inventory using a report card, a scoring system modified from the Canadian Infrastructure Report Card was applied. The system is outlined in Table 4-3 and Table 4-4.

Table 4-3: Infrastructure Condition Score

Average Score	Rating	Definition of Rating
5	Very Good (A) 80-100%	<i>Fit for the Future</i> – The infrastructure in the system or network is generally in very good condition, new or recently rehabilitated. A few elements show general signs of deterioration that may require attention.
4	Good (B) 60-79%	<i>Adequate</i> – The infrastructure in the system or network is good condition; some elements show general signs of deterioration that require attention. A few elements may demonstrate signs of significant deficiencies.
3	Fair (C) 40-59%	<i>Requires Attention</i> – The infrastructure in the system or network is in fair condition; it shows general signs of deterioration and requires attention. Some elements demonstrate significant deficiencies.
2	Poor (D) 20-39%	<i>At Risk</i> – The infrastructure in the system or network is poor condition and mostly below acceptable standards, with many elements approaching the end of the expected service life. A large portion of the system demonstrates significant deterioration.
1	Very Poor (F) 0-19%	<i>Unfit for Service</i> – The infrastructure in the system or network is in unacceptable condition with wide spread signs of advanced deterioration. Many components or elements in the system demonstrate signs of imminent failure, which is / will affect service delivery.

Table 4-4: Financial Capacity Score

Average Score	Rating	Definition of Rating
5	Very Good (A)	The municipality is fully prepared for its short-, medium- and long-term replacement needs based on existing infrastructure portfolio.
4	Good (B)	The municipality is well prepared to fund its short-term and medium-term replacement needs but requires additional funding strategies in the long-term to begin to increase its reserves.
3	Fair (C)	The municipality is underprepared to fund its medium- to long-term infrastructure needs. The replacement of assets in the medium-term will likely be deferred to future years.
2	Poor (D)	The municipality is not well prepared to fund its replacement needs in the short-, medium- or long-term. Asset replacements will be deferred and levels of service may be reduced.
1	Very Poor (F)	The municipality is significantly underfunding its short-term, medium-term, and long-term infrastructure requirements based on existing funds allocation. Asset replacements will be deferred indefinitely. The municipality may have to divest some of its assets (e.g., bridge closures, facility closures) and levels of service will be reduced significantly.

Table 4-5 summarizes the condition scores determined for each asset category, and their corresponding Grade.

Figure 4.2: State of Infrastructure Assets (%)

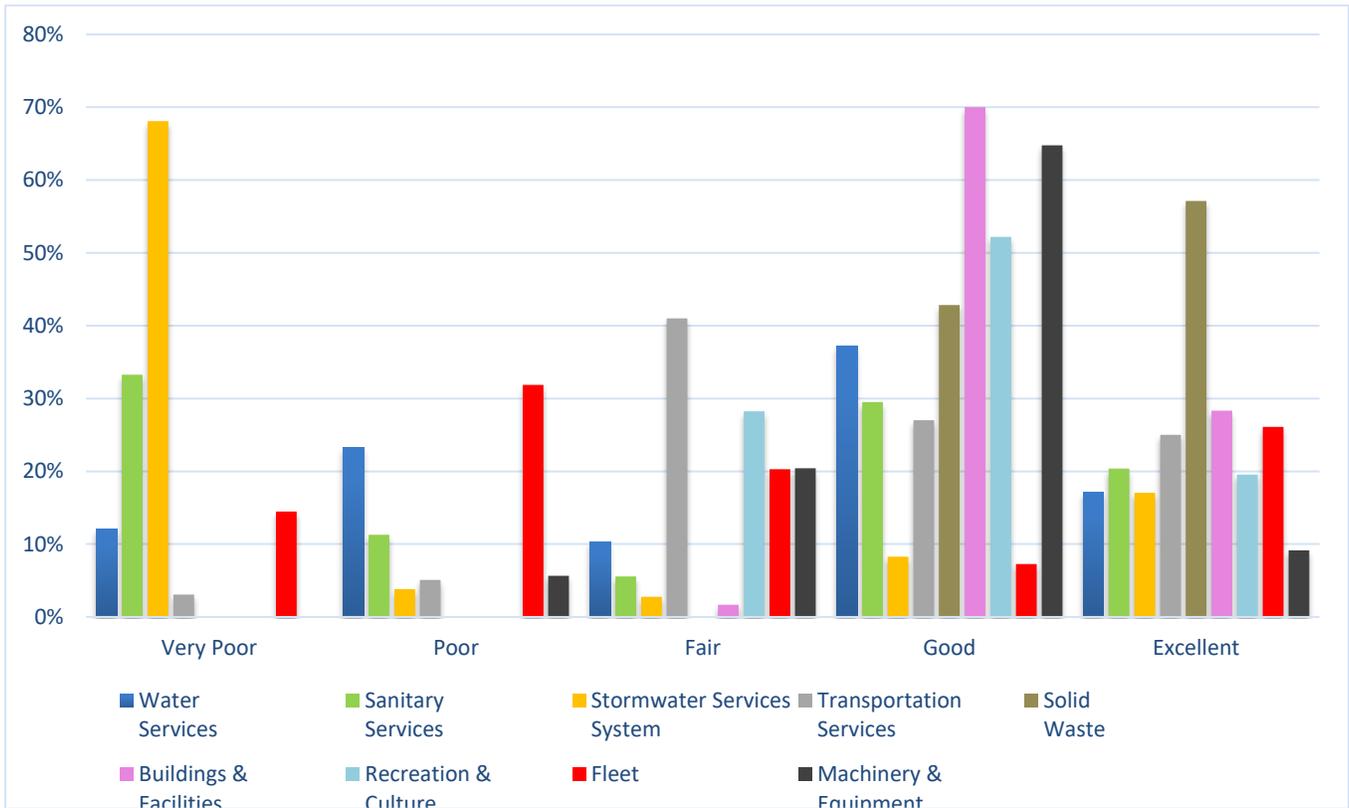


Table 4-5: Infrastructure Report Card Summary

Asset Category	Financial Capacity	Asset Condition	Overall Grade
Water Services	C	B-	C+
Sanitary Services	C	C+	C+
Stormwater Services	C-	C-	C-
Transportation Services	C	C	C
Solid Waste	C+	A-	B
Buildings & Facilities	C+	A-	B
Recreation & Culture	C	B+	B-
Fleet	B	C+	B-
Machinery & Equipment	B	B	B

Final Grade: C+

WATER

Services



4.2 Water Services

4.2.1 Inventory Overview

The water distribution and treatment system for Temiskaming Shores includes 103.8 km of piping, 1360 control and specialized valves, 451 hydrants. The average age of pipe in the system is 42 years old. The age distribution of the water infrastructure is shown in Figure 4.3 and Figure 4.4.

Table 4-6: Total Replacement Cost for Water Assets

Asset Type	Quantity	Useful Life (Years)	Replacement Cost
Watermains	104 km	60-100	\$ 67,033,672.00
Control and Specialized Valves	1361 units	75	\$ 3,389,800.00
Fire Hydrants	451 units	75	\$ 3,608,000.00
Water Services	3850 units	60-100	\$ 9,625,000.00
Water Facilities	8 units	15-75	\$ 17,900,000.00
Total:			\$ 101,556,472.00

Figure 4.3: Water Distribution Infrastructure by Age (%)

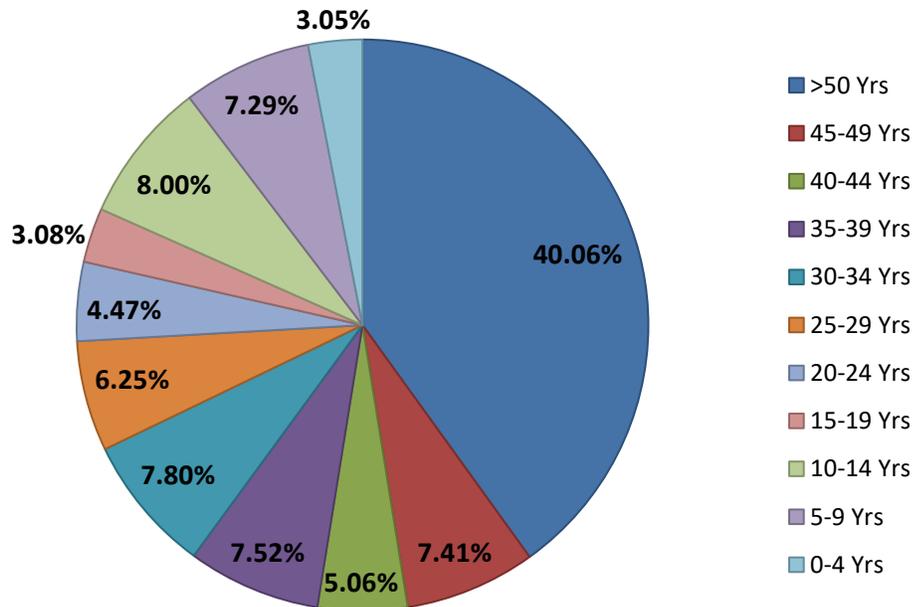
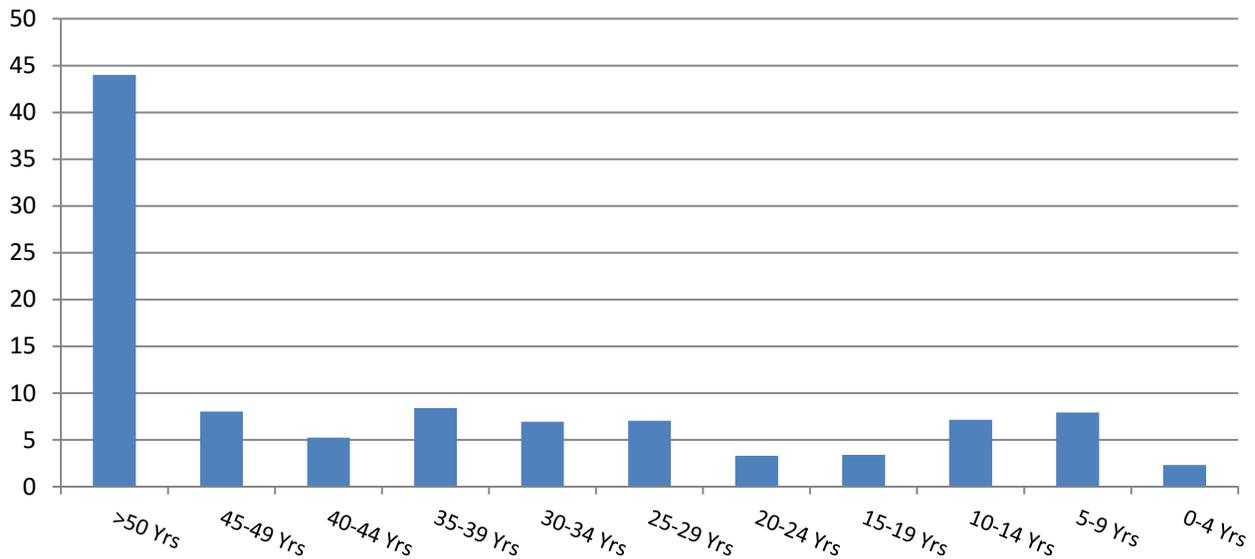


Figure 4.4: Length of Water Distribution Infrastructure by Age (Km)



The majority of water distribution pipes in Temiskaming Shores are 150 mm diameter Cast / Ductile Iron installed over 50+ years ago, as shown in Figures 4.5, 4.6 and 4.7.

Figure 4.5: Length of Water Distribution Infrastructure Material by Age (Km)

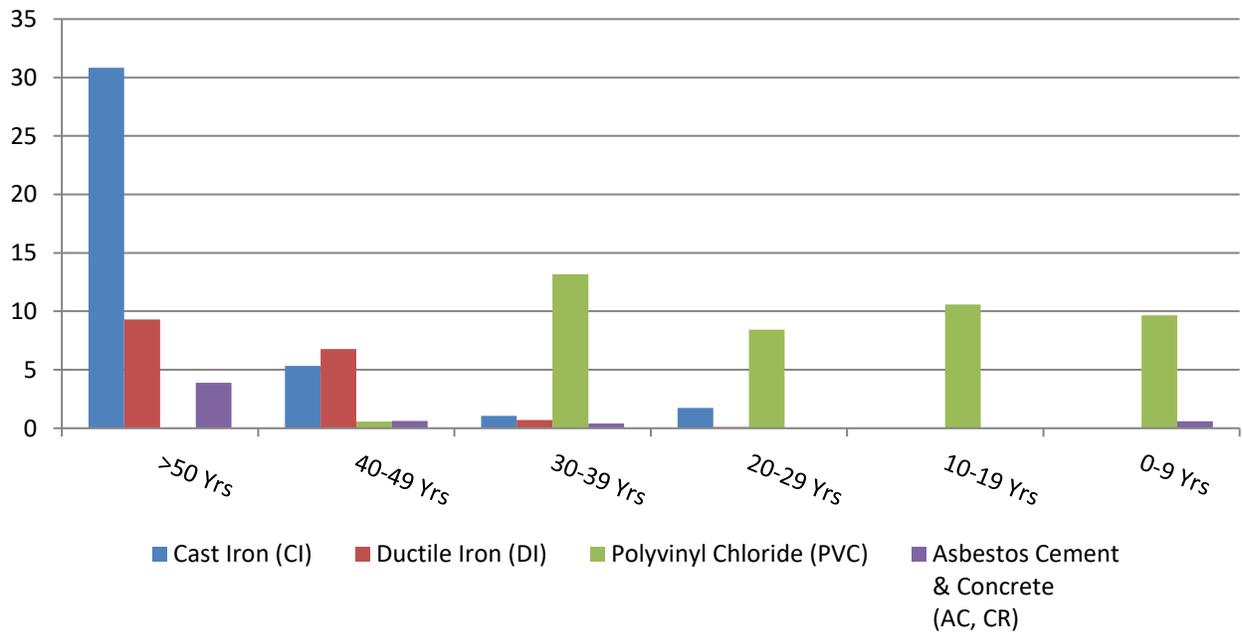


Figure 4.6: Water Distribution Infrastructure Material (%)

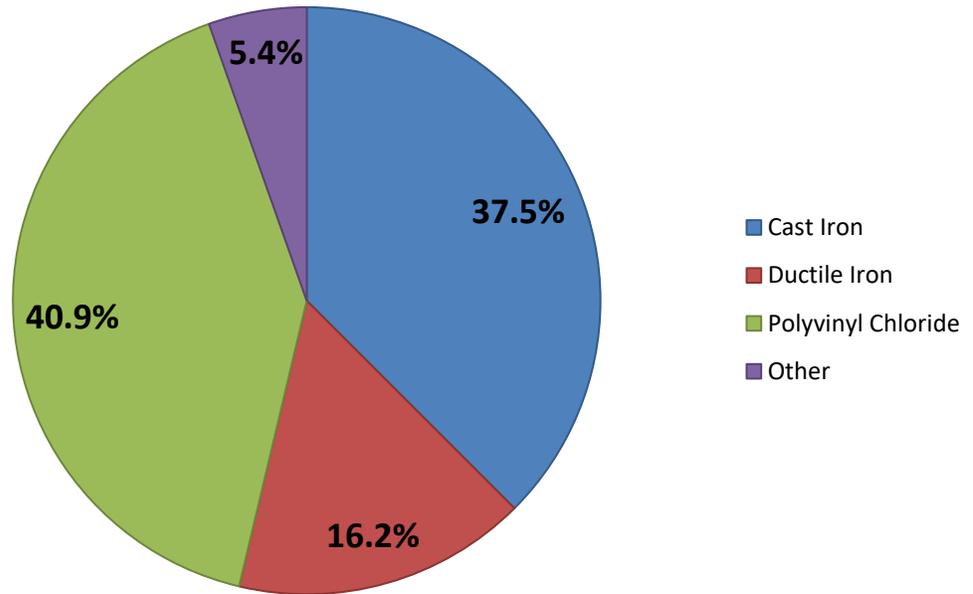
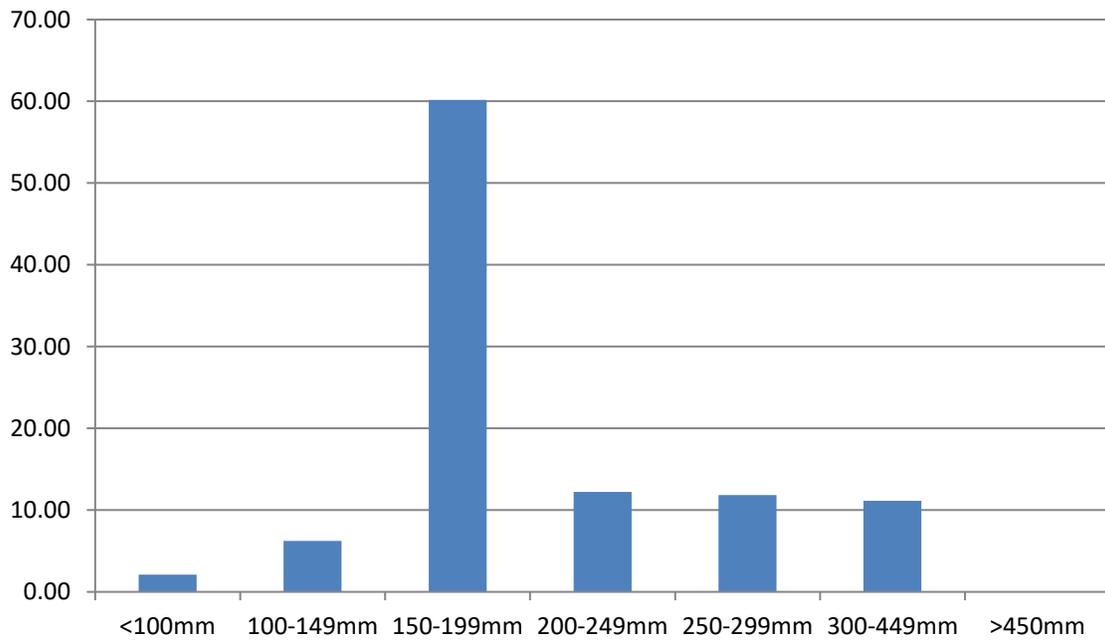


Figure 4.7: Water Distribution Infrastructure Diameter (Km)



4.2.2 Water Facilities

The City of Temiskaming Shores is responsible for 2 water treatment plants and 3 water reservoirs for servicing its residents. The average age of the City's water facilities is 50 years. However, a large percentage of these facilities have received significant maintenance and upgrades since that time. The City's water facilities are currently operated under contract by a private agency.

- The New Liskeard Water Treatment Plant is located at 305 McCamus Avenue and attains its raw water from two (2) drilled wells (raw water) and treated. Once completed, treated water is directed to a clear well where it's then pumped to the Water Reservoir located at 177104 Shepherdson Road. The New Liskeard system currently services about 4,800 residents. This location has an allowable limit of 8000 m³/day with an average consumption of 2738m³/day as of 2022.

As of 2016, the New Liskeard Plant and Storage Facility, also directs water to the Dymond water reservoir located at 284 Raymond Street. The Dymond system services about 500 residents.

- The Haileybury Water Treatment Plant located at 1 Browning St. receives its water source directly from Lake Temiskaming and treated. Once completed, treated water is directed to a clear well where it's then pumped to the Water Reservoir located at 400 Niven St. S. The Haileybury systems services about 4,200 residents. This location has an allowable limit of 6820 m³/day with an average consumption of 2511m³/day as of 2022. The Haileybury Water Treatment Plant is also utilized as the Ontario Clean Water Agency (current contracted agency) Hub Office for this district.

4.2.3 Risk and Criticality Analytics

The risk and criticality calculation determines the overall risk of the water asset failures. Figure 4.8 and 4.9 provides a representation of the level of risk per kilometer and cost. Figure 4.10 represents the total risk of the water assets.

Note: The level of risk for all environmental facilities will remain in the high risk levels due to social and environmental impacts. Analyzing and determining the consequence and probability of failure of these facilities remains a difficult task for the municipality. However, these facilities are consistently monitored in order to allow the City to prioritize operational and capital projects based on the greatest risk of failure for each facility.

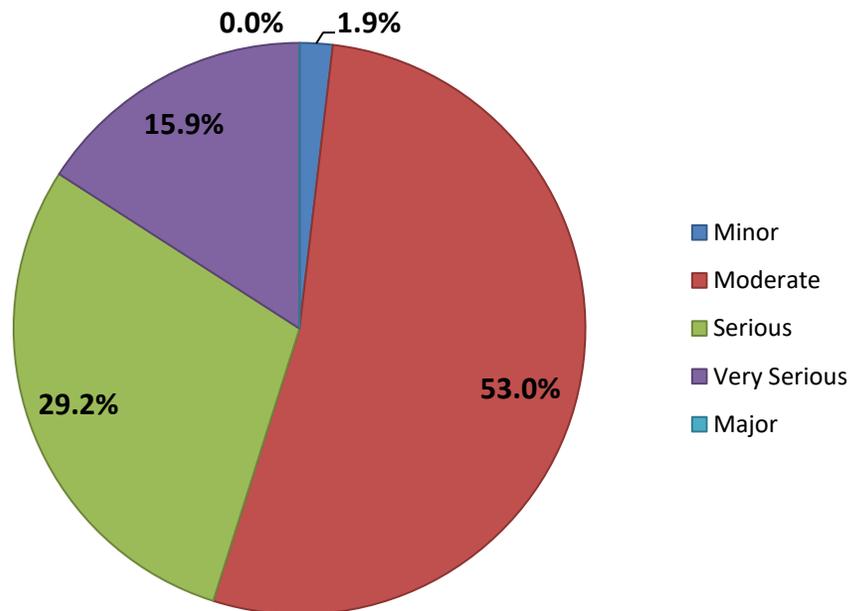
Figure 4.8: Level of Risk - Watermains (Km)

Consequence	5	0.00	1.95	0.09	0.00	0.00
	4	13.46	1.22	2.63	3.65	0.00
	3	4.95	1.61	2.53	3.22	0.00
	2	23.74	7.96	21.70	6.67	0.00
	1	2.37	0.61	3.24	2.18	0.00
		1	2	3	4	5
Probability						

Figure 4.9: Level of Risk - Watermains (\$)

Consequence	5	\$ -	\$ 2,041,650	\$ 91,089	\$ -	\$ -
	4	\$ 10,172,586	\$ 893,720	\$ 2,009,597	\$ 2,791,014	\$ -
	3	\$ 3,268,980	\$ 1,059,300	\$ 1,668,480	\$ 2,122,240	\$ -
	2	\$ 14,719,916	\$ 4,932,100	\$ 13,455,240	\$ 4,137,880	\$ -
	1	\$ 952,250	\$ 255,750	\$ 1,569,250	\$ 893,250	\$ -
		1	2	3	4	5
Probability						

Figure 4.10: Total Risk of Water Assets (%)



4.2.4 Lifecycle Activities

Figure 4.11 provides a representation of the overall cost of the lifecycle activities that the City would need to undertake in order to maintain the current level of service for its water assets (10-year forecast). The City’s current annual average requirements for water assets total \$ 2,105,129 million.

Figure 4.11: Water Lifecycle Forecast Cost (\$)

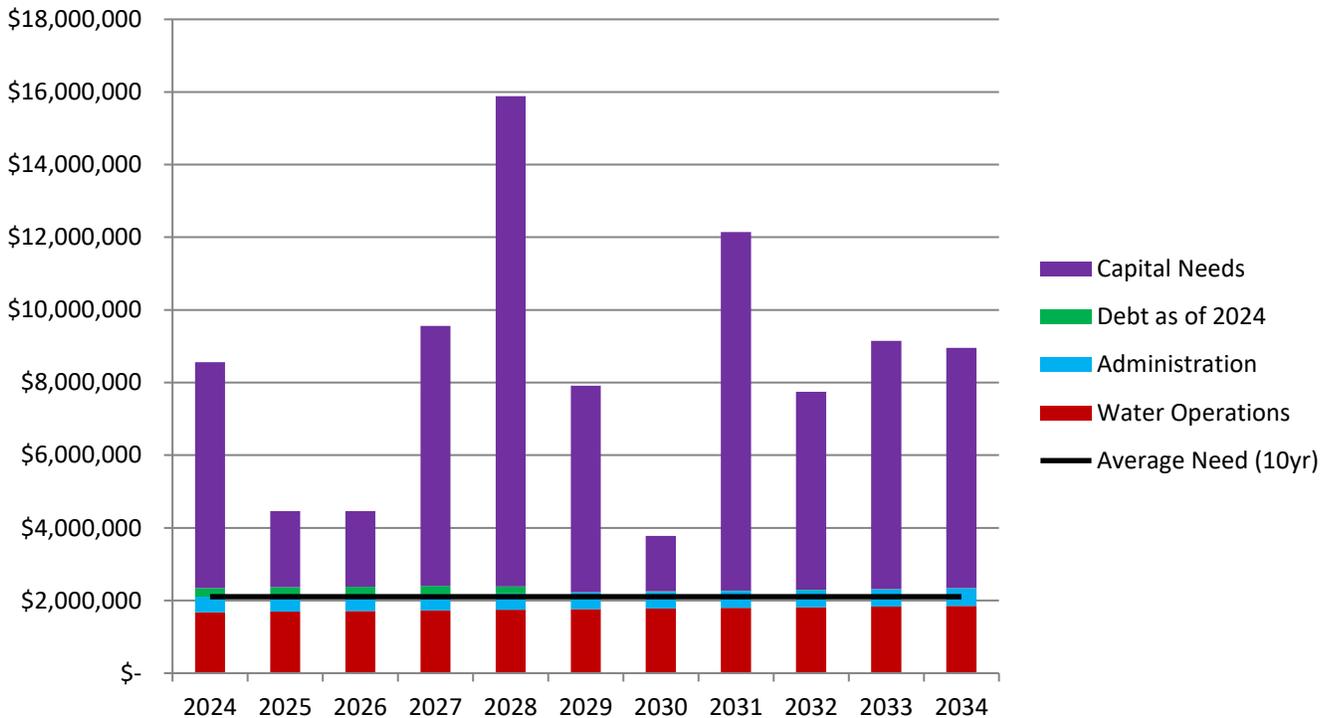
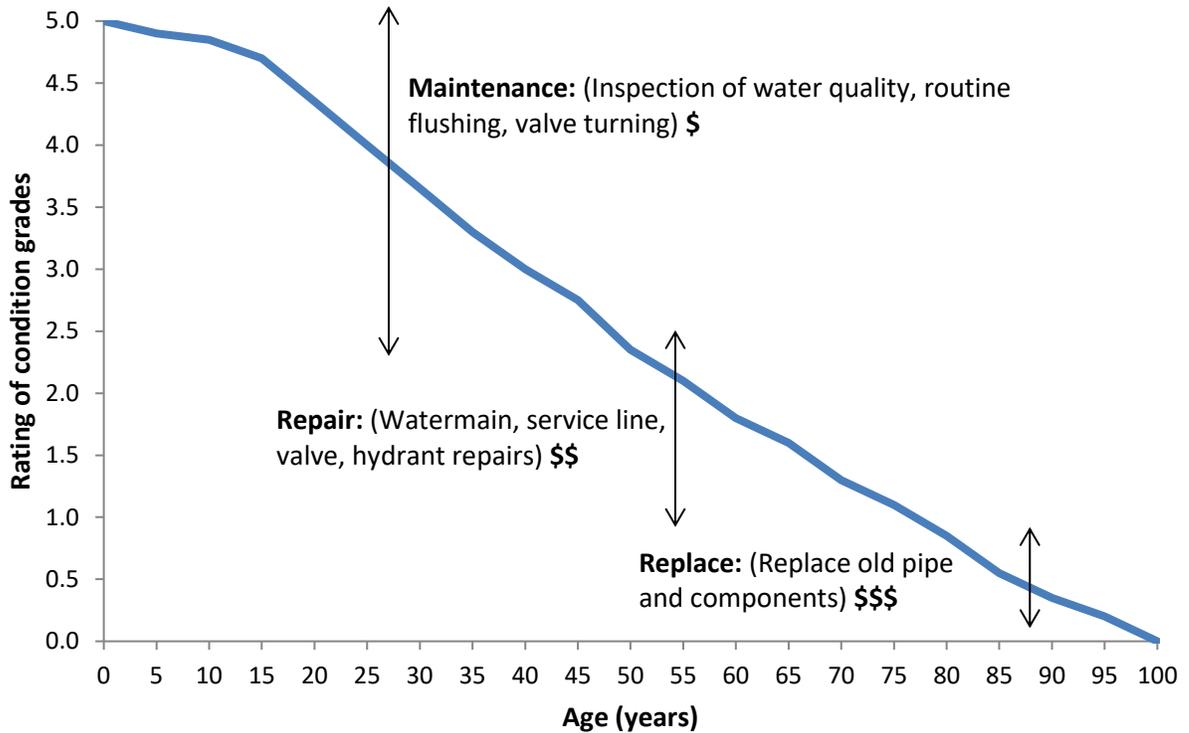


Figure 4.12 is intended to summarize the intervention strategies that are generally appropriate depending on the stage of deterioration/condition of the asset. The selection of the strategy is determined through the analysis in order to come up with the preferred intervention. It’s also important to consider the approach in assessing the intervention method, in order to determine which decision can provide the most return on the investment from construction to disposal of the asset. It’s also important to consider the varieties of factors that can cause the lifespan of the asset to vary from its expected service life. These factors can include but are not limited to:

- Quality of initial construction
- Appropriateness of the materials selected
- Loadings exerted on the pipe from traffic above or natural soil movement
- Soil conditions
- Chemistry of the flow within the pipe

Note: The following lifecycle deterioration rate and strategies example will be based on the current recommended and best construction practices and materials for each asset category. Watermains will be calculated using polyvinyl chloride (PVC) with a life expectancy of 100 years.

Figure 4.12: Water Lifecycle Intervention Strategies



Some operational lifecycle activity options for water assets include but are not limited to:

- Regulated watermain flushing and inspections programs
- Valve exercising programs to prevent improper functionality of the asset
- Watermain and service line repairs
- Fire hydrant repairs
- Fire hydrant winterizing
- Treatment monitoring
- Treatment facility repairs

The overall cost of these options may include wages/labour, materials, contracted/hired costs and other miscellaneous costs related to the lifecycle intervention such as consultation and design work for rehabilitation and replacement activities.

4.2.5 Condition Report Card

In 2022, the City of Temiskaming Shores experienced the highest total of 109 watermain and service line breaks. As the number of watermain breaks consistently increase over the years, it can directly attribute to the significant reconstruction and rehabilitation needs of the city.

Table 4-7 shows the average ratings and overall report card grade for the City’s water system using a five point system. This initial report has considered age, material type and diameter (capacity) of pipe as well as perceived or reported physical condition in the assessment. These values may be adjusted as appropriate, as more information is gathered, or as the City upgrades the asset.

Figure 4.13: Water Condition Report Card (%)

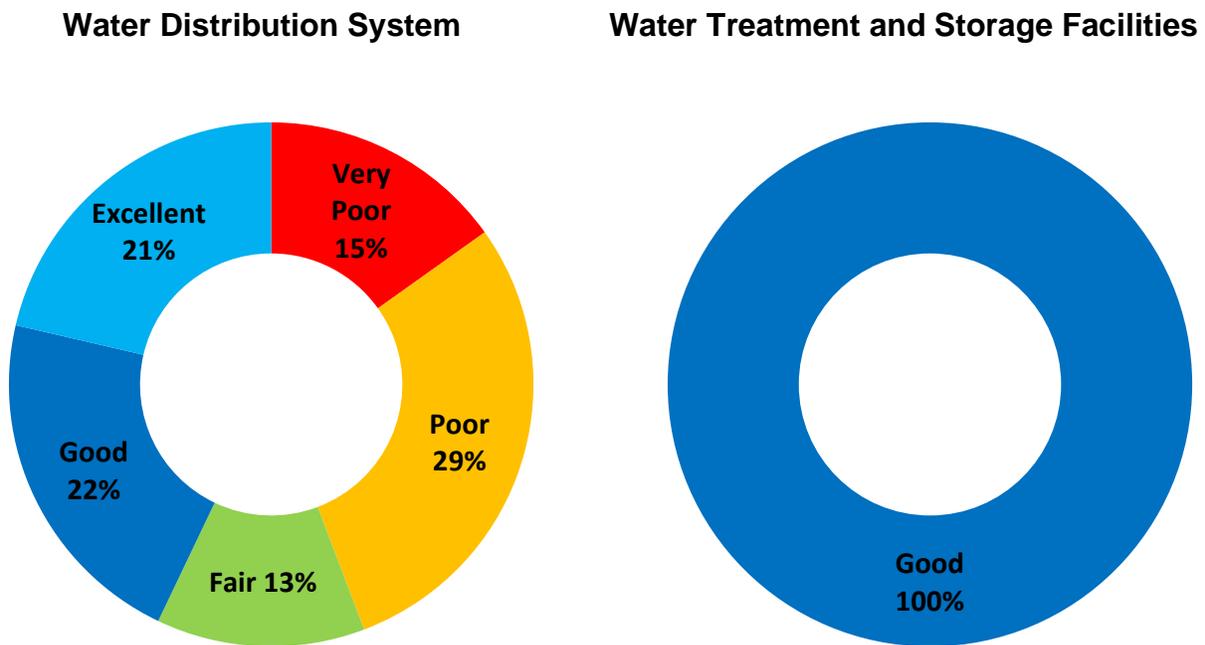


Table 4-7: Water Services Report Card

Infrastructure Condition Rating	Financial Rating	Overall Rating
3.05	2.50	2.77
Facility Condition Rating	Financial Rating	Overall Rating
4.00	2.80	3.40

SANITARY

Services



4.3 Sanitary Services

4.3.1 Inventory Overview

The sanitary (sewer) system collection and treatment system for Temiskaming Shores includes approximately 95.1 km of piping, 1047 maintenance structures and 31 control and specialized valves. The average age of pipe in the system is 43 years old. The age distribution of the sanitary sewer system infrastructure is shown in Figure 4.14 and Figure 4.15.

Table 4-8: Total Replacement Cost for Sanitary Assets

Asset Type	Quantity	Useful Life (Years)	Replacement Cost
Sanitary Sewer	95.1 km	60-100	\$ 51,300,130.00
Manholes	1047 units	50	\$ 11,156,800.00
Control and Specialized Valves	31 units	15-20	\$ 342,300.00
Sanitary Services	3850 units	60-100	\$ 10,395,000.00
Wastewater Facilities	16 units	15-75	\$ 20,982,035.00
Total:			\$ 94,176,265.00

Figure 4.14: Sanitary Collection Infrastructure by Age (%)

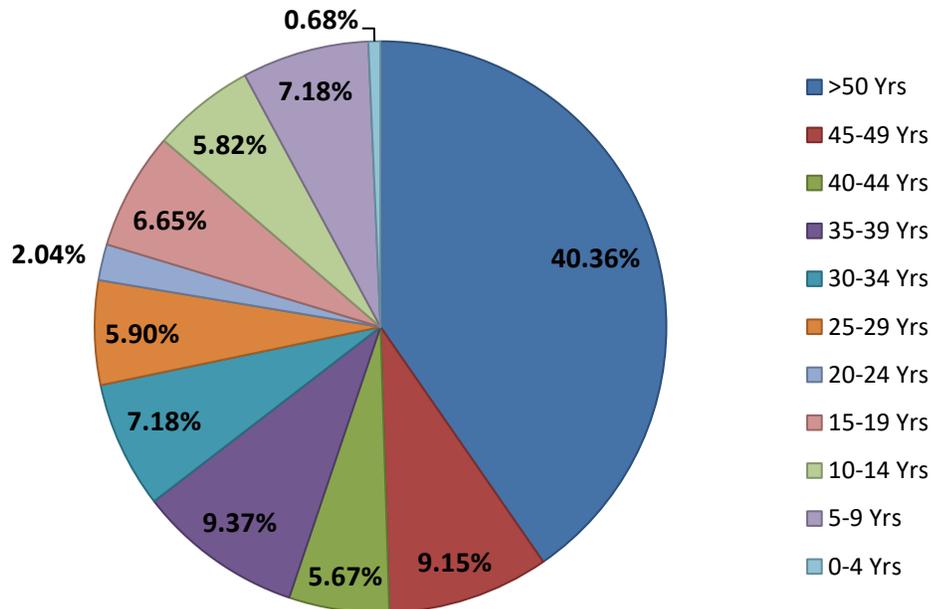
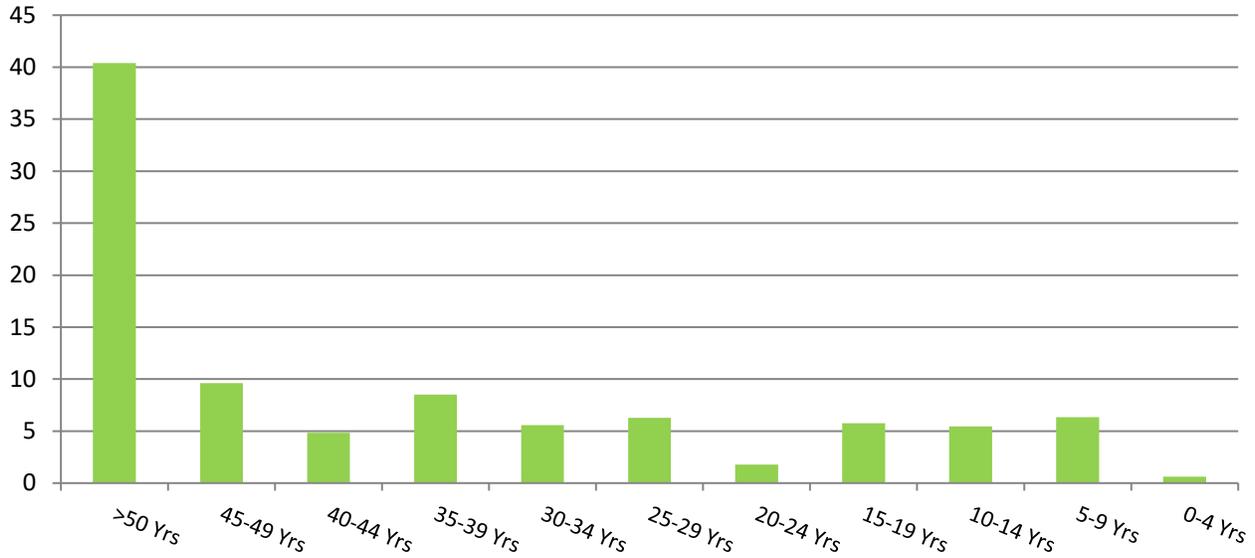


Figure 4.15: Length of Sanitary Collection Infrastructure by Age (Km)



The majority of sanitary sewer pipes are 200 mm diameter comprised of Vitrified Clay or Asbestos Cement material installed over 50+ years ago, as shown in Figures 4.16, 4.17 and 4.18.

Figure 4.16: Length of Sanitary Collection Infrastructure Material by Age (Km)

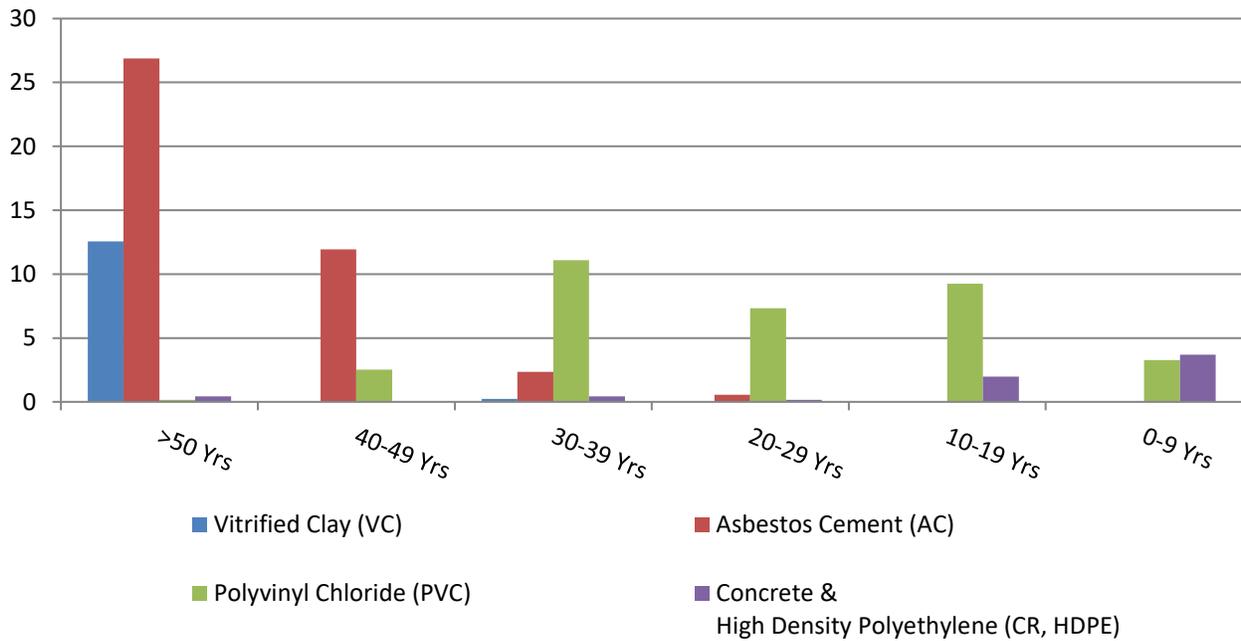


Figure 4.17: Sanitary Collection Infrastructure Material (%)

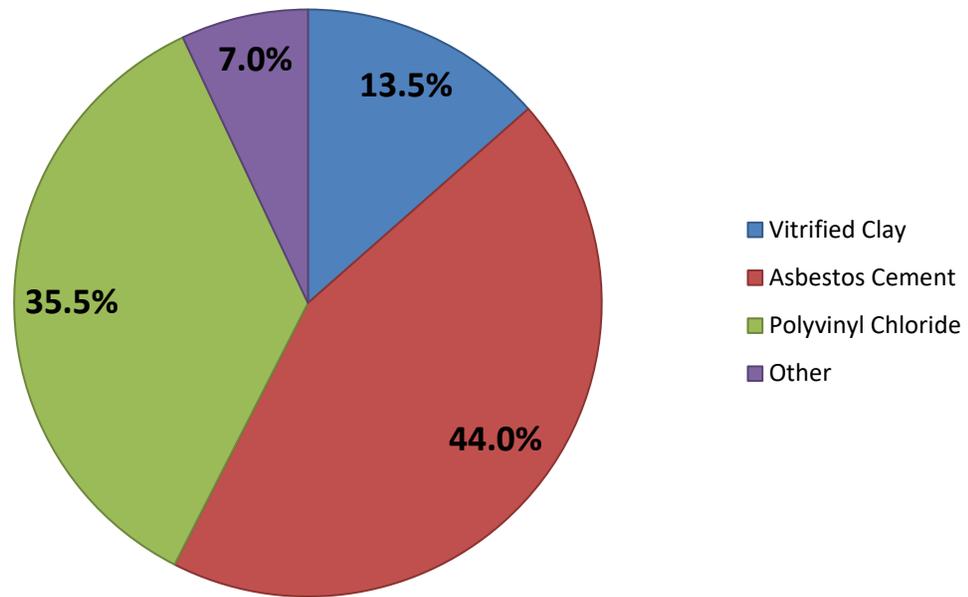
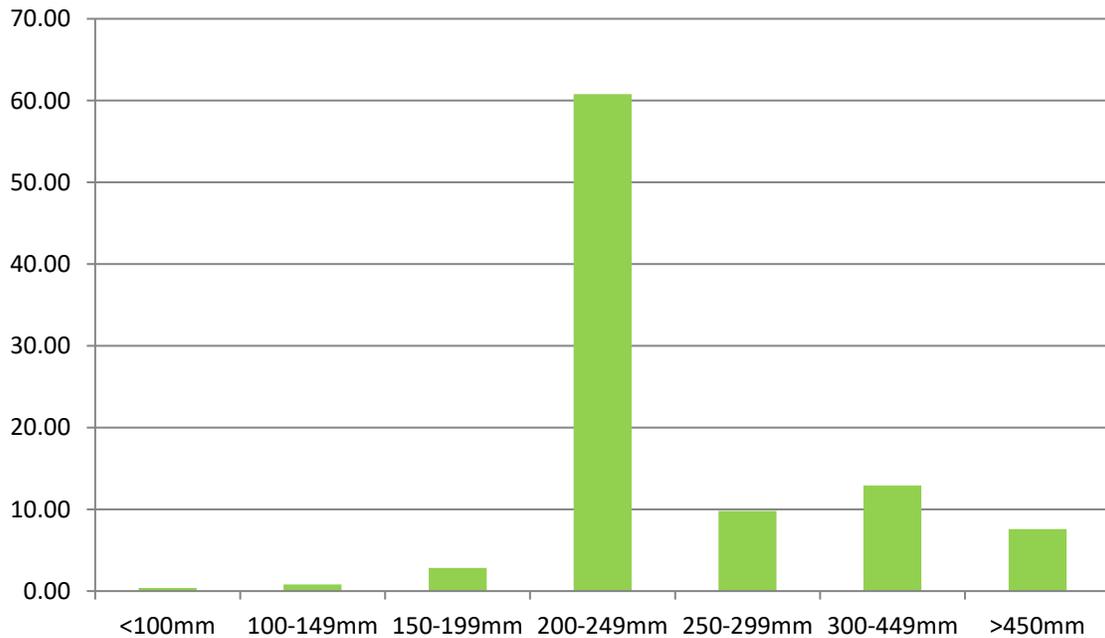


Figure 4.18: Sanitary Collection Infrastructure Diameter (Km)



4.3.2 Sanitary Facilities

The City of Temiskaming Shores provides a complex wastewater treatment system for its residents. There are 2 wastewater aerated lagoons and 1 mechanical sewage treatment plant. It's also responsible for 11 sanitary lift/pumping stations located throughout the municipality. The average age of the City's sanitary facilities is 34 years. However, a large percentage of these facilities have received significant maintenance and upgrades since that time. The City's wastewater facilities are currently operated under contract by a private agency.

- The New Liskeard Wastewater Lagoon located at 177304 Bedard Road, is a class 1 facility that provides sewage treatment for the former town of New Liskeard and Township of Dymond area. There are 7 pumping stations in the collection system that direct sanitary sewage to the lagoon. The New Liskeard lagoon has rated working capacity of 5500 m³/day (average) and continuously discharges to the Wabi River which flows into Lake Timiskaming. This location is at 79.1% capacity and pumping capacity is sufficient as of 2022.

Pumping Station Locations:

- o Cedar St.
 - o Elm Ave.
 - o Jaffray St. (Goodman)
 - o Gray Rd.
 - o Montgomery St.
 - o Niven St. N.
 - o Riverside Dr.
- The Haileybury Wastewater Treatment Plant is a class 2 extended aeration wastewater treatment plant located at 275 View Street. It serves a population of approximately 4200 residents within the former town of Haileybury and has an average rated working capacity of 2728 m³/day (average). There are 2 pumping stations in the collection system that direct sanitary sewage to the plant. This location is at 75.8% capacity and pumping capacity is sufficient as of 2022.

Pumping Station Locations:

- o Brewster St.
 - o Farr Dr.
- The North Cobalt Wastewater Lagoon located at 543083 Proctors Road, is a class 2 facility that provides sewage treatment for the residence of South Haileybury (North Cobalt). There are 2 pumping stations in the collection system that direct sanitary sewage to the lagoon. The North Cobalt lagoon has a rated working capacity of 1200 m³/day (average) and continuously discharges to the Farr Creek which flows into Lake Timiskaming. This location is at 45.8% capacity and pumping capacity is sufficient as of 2022.

Pumping Station Locations:

- o Groom Dr.
- o Station St.

4.3.3 Risk and Criticality Analytics

The risk and criticality calculation determines the overall risk of the wastewater asset failures. Figure 4.19 and 4.20 provides a representation of the level of risk per kilometer and cost. Figure 4.21 represents the total risk of the wastewater assets.

Note: The level of risk for all environmental facilities will remain in the high risk levels due to social and environmental impacts. Analyzing and determining the consequence and probability of failure of these facilities remains a difficult task for the municipality. However, these facilities are consistently monitored in order to allow the City to prioritize operational and capital projects based on the greatest risk of failure for each facility.

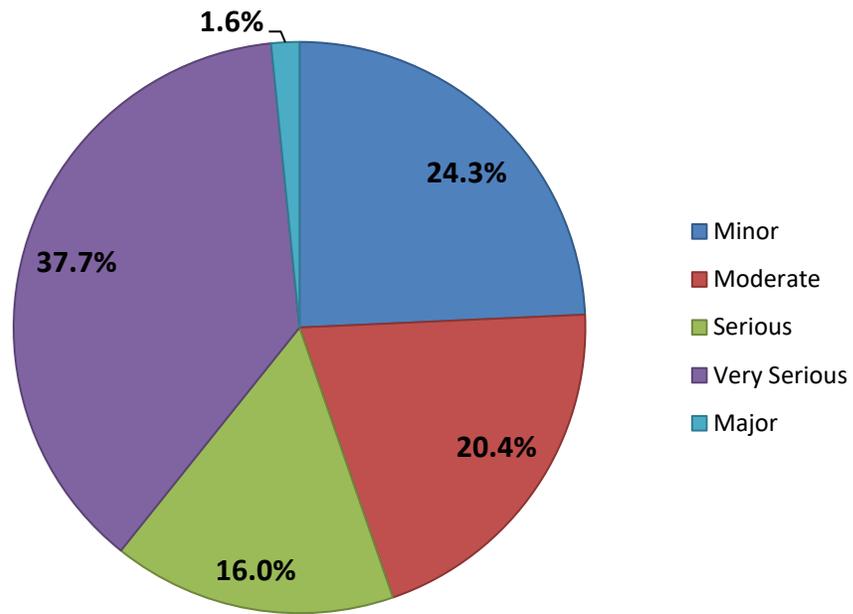
Figure 4.19: Level of Risk – Sewer mains (Km)

Consequence	5	7.45	1.53	0.35	1.69	0.00
	4	0.01	0.00	0.00	2.27	0.00
	3	4.78	0.33	0.37	1.75	0.00
	2	1.86	0.46	2.61	4.86	0.00
	1	23.09	2.60	10.11	29.07	0.00
		1	2	3	4	5
Probability						

Figure 4.20: Level of Risk – Sewer mains (\$)

Consequence	5	\$ 4,617,870	\$ 983,000	\$ 246,230	\$ 1,108,990	\$ -
	4	\$ 2,700	\$ -	\$ -	\$ 1,021,050	\$ -
	3	\$ 2,586,000	\$ 197,400	\$ 220,200	\$ 1,052,400	\$ -
	2	\$ 1,075,900	\$ 267,960	\$ 1,470,520	\$ 2,686,160	\$ -
	1	\$11,703,300	\$ 1,378,650	\$ 5,507,700	\$15,753,900	\$ -
		1	2	3	4	5
Probability						

Figure 4.21: Total Risk of Sanitary Assets (%)



4.3.4 Lifecycle Activities

Figure 4.22 provides a representation of the overall cost of the lifecycle activities that the City would need to undertake in order to maintain the current level of service for its wastewater assets (10-year forecast). The City's current average annual requirements for wastewater assets total \$ 1,599,909 million.

Figure 4.22: Sanitary Lifecycle Cost (\$)

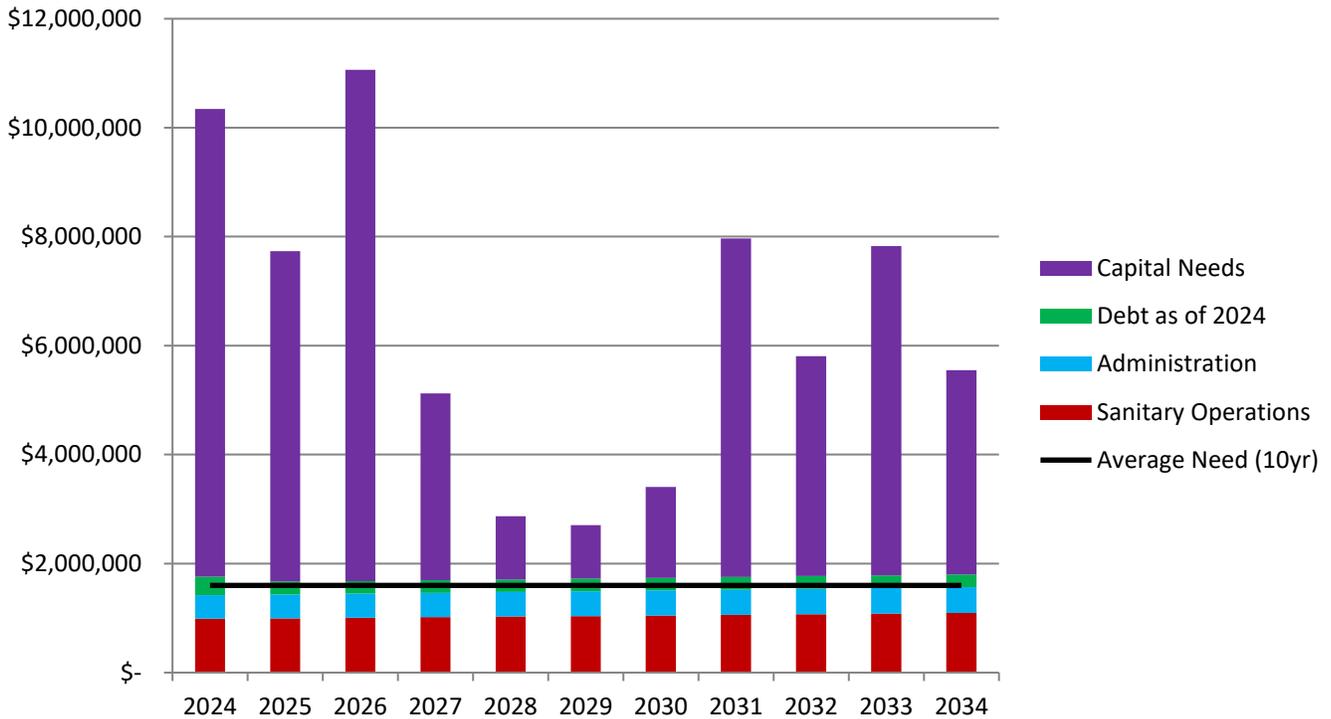
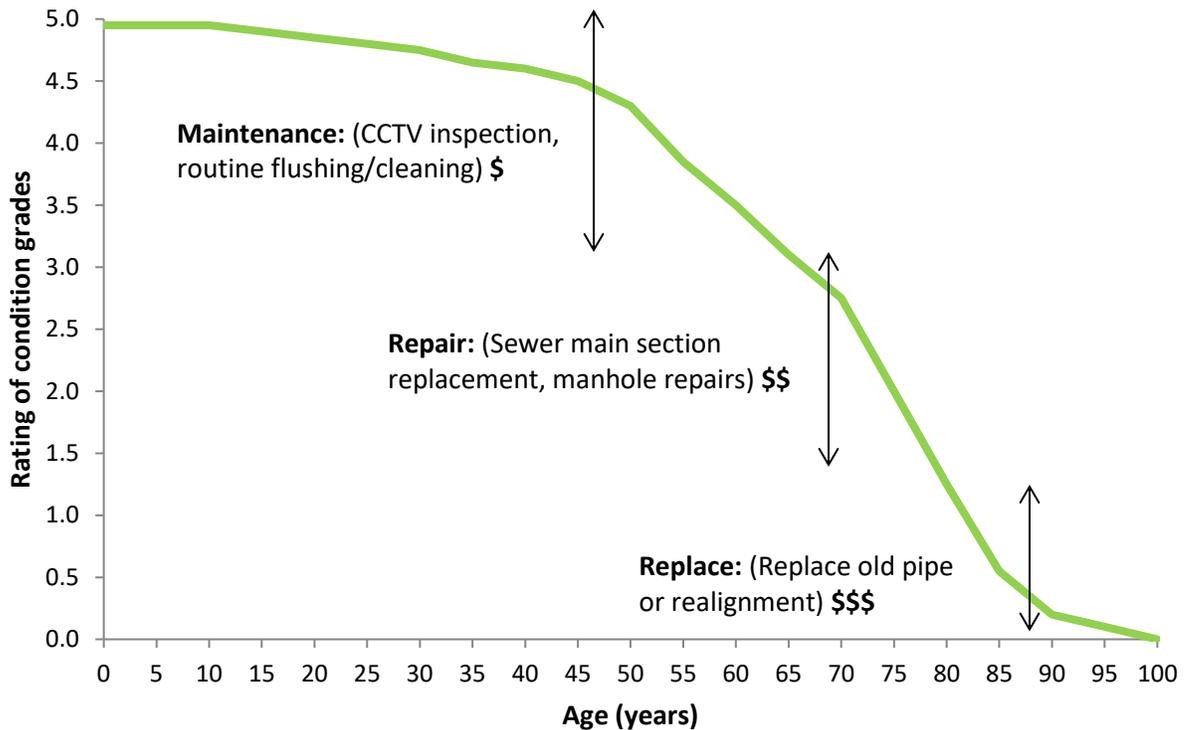


Figure 4.23 is intended to summarize the intervention strategies that are generally appropriate depending on the stage of deterioration/condition of the asset. The selection of the strategy is determined through the analysis in order to come up with the preferred intervention. It's also important to consider the approach in assessing the intervention method, in order to determine which decision can provide the most return on the investment value. It's also important to consider the varieties of factors that can cause the lifespan of the asset to vary from its expected service life. These factors can include but are not limited to:

- Quality of initial construction
- Appropriateness of the materials selected
- Loadings exerted on the pipe from traffic above or natural soil movement
- Soil conditions
- Chemistry of the flow within the pipe

Note: The following lifecycle deterioration rate and strategies example will be based on the current recommended and best construction practices and materials for each asset category. Sewer mains will be calculated using polyvinyl chloride (PVC) with a life expectancy of 100 years.

Figure 4.23: Sanitary Lifecycle Intervention Strategies



Some operational lifecycle activity options for sanitary assets include but are not limited to:

- Sewer flushing and inspections programs
- Sewer main and manhole structure repairs
- Treatment monitoring
- Treatment facility repairs

The overall cost of these options may include wages/labour, materials, contracted/hired costs and other miscellaneous costs related to the lifecycle intervention such as consultation and design work for rehabilitation and replacement activities.

4.3.5 Condition Report Card

It's important to note that no areas of the city are being serviced by combined sewer systems.

Table 4-9 shows the average ratings and overall report card grade for the City's sanitary sewer system using a five point system. This initial report has considered age, material type and diameter (capacity) of pipe as well as perceived or reported physical condition in the assessment. These values may be adjusted as appropriate, as more information is gathered, or as the City upgrades the asset.

Figure 4.24: Sanitary Condition Report Card (%)

Sanitary Collection System

Sanitary Treatment and Pumping Facilities

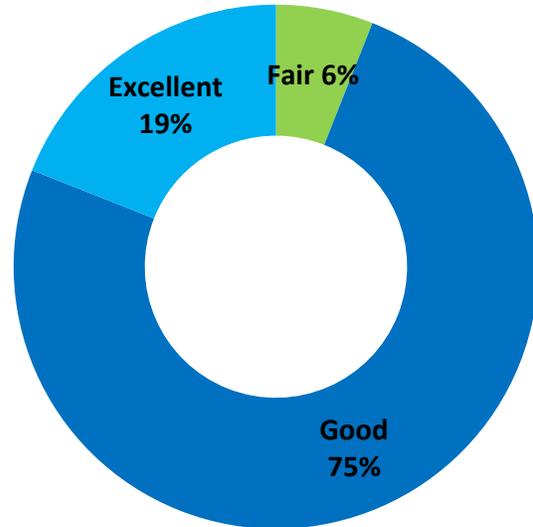


Table 4-9: Sanitary Services Report Card

Infrastructure Condition Rating	Financial Rating	Overall Rating
2.62	2.50	2.56
Facility Condition Rating	Financial Rating	Overall Rating
4.13	2.80	3.47

STORMWATER

Services



4.4 Stormwater Services

4.4.1 Inventory Overview

The stormwater management system for Temiskaming Shores has approximately 64.7 km of stormwater sewer piping and 2074 maintenance structures located within its infrastructure portfolio. The current average pipe age is 41 years. The age distribution of storm sewer infrastructure installation years is shown in Figure 4.25 and Figure 4.26.

Table 4-10: Total Replacement Cost for Stormwater Assets

Asset Type	Quantity	Useful Life (Years)	Replacement Cost
Storm Sewer	64.7 km	40-80	\$ 39,305,740.00
Catchbasins	1912	50	\$ 13,065,600.00
Manholes	162 units	50	\$ 1,853,640.00
Centerline Culverts	7.7 km	40-80	\$ 5,823,270.00
Entrance Culverts	9.4 km	40-80	\$ 5,850,490.00
Ditches	468 units	10-15	
Ponds	1 unit	50	\$ 475,000.00
Total:			\$ 66,373,740.00

Figure 4.25: Stormwater System Infrastructure by Age (%)

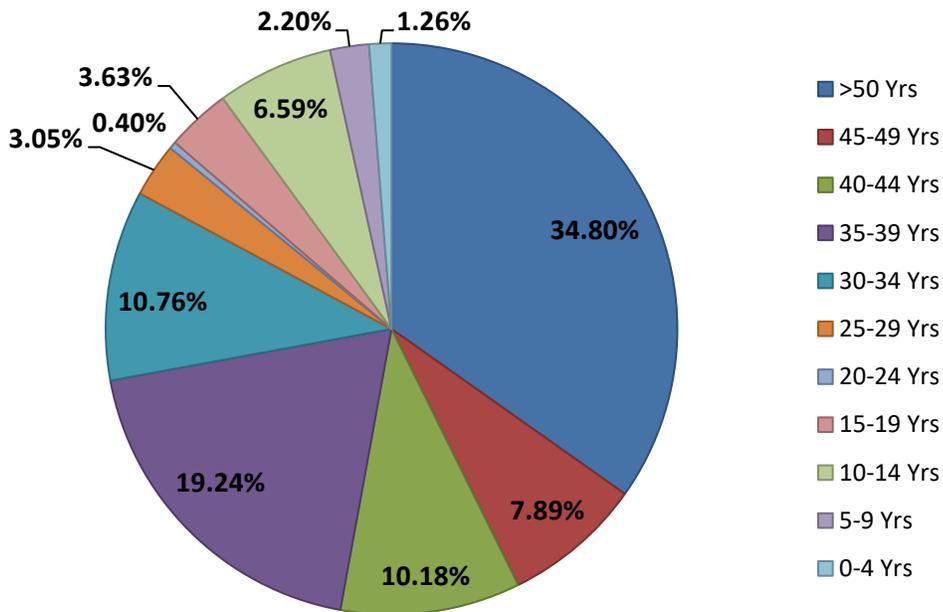
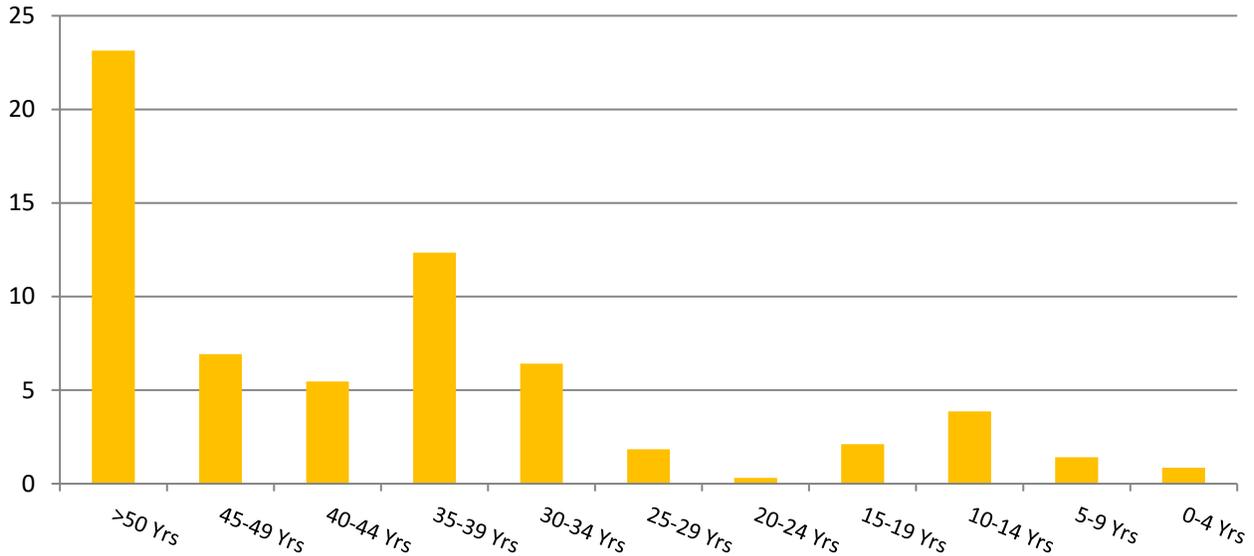


Figure 4.26: Length of Stormwater System Infrastructure by Age (Km)



The majority of storm sewer pipes are Corrugated Steel Pipe with a diameter of 300 to 450 mm and installed over 30+ years ago, as shown in Figure 4.27, 4.28 and 4.29.

Figure 4.27: Length of Stormwater System Infrastructure Material by Age (Km)

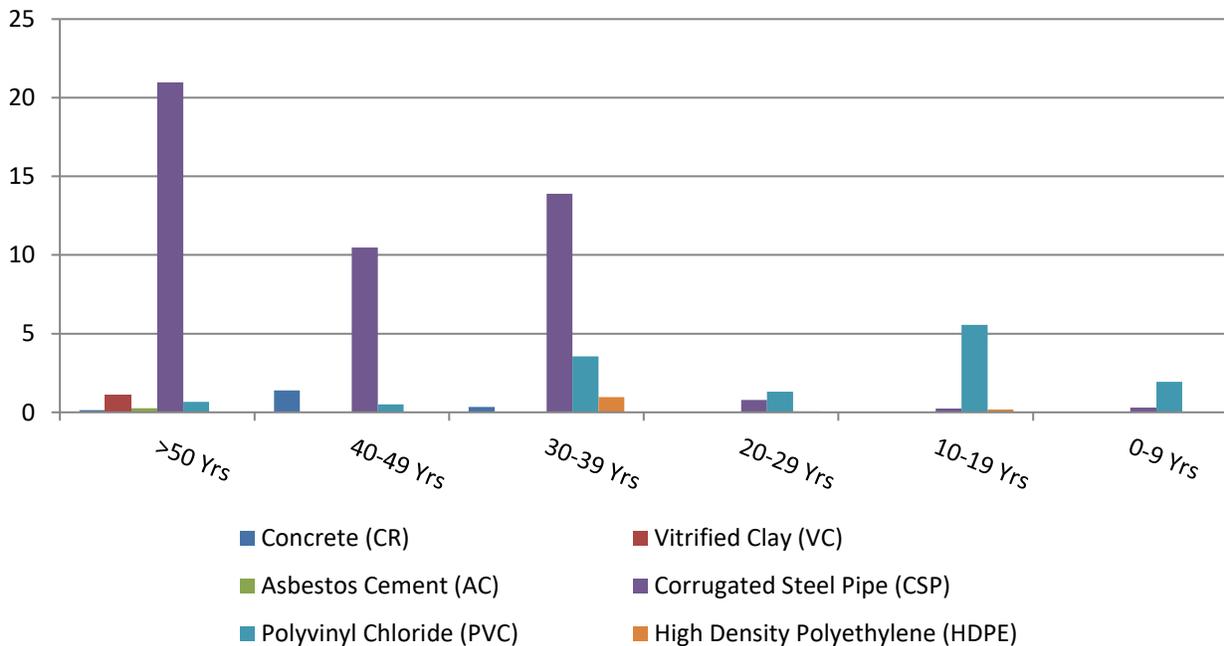


Figure 4.28: Stormwater System Infrastructure Material (%)

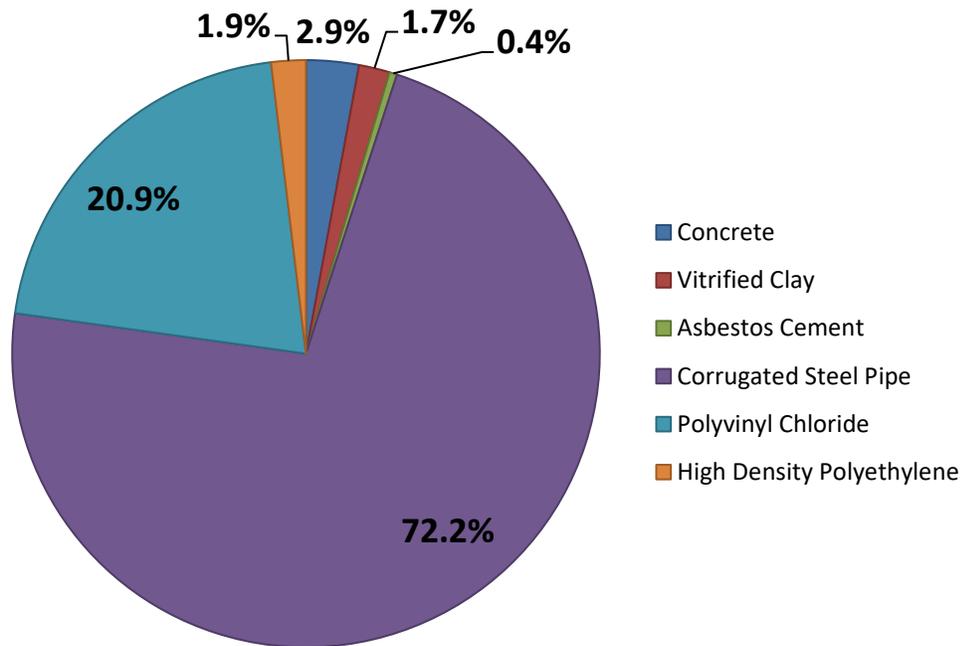
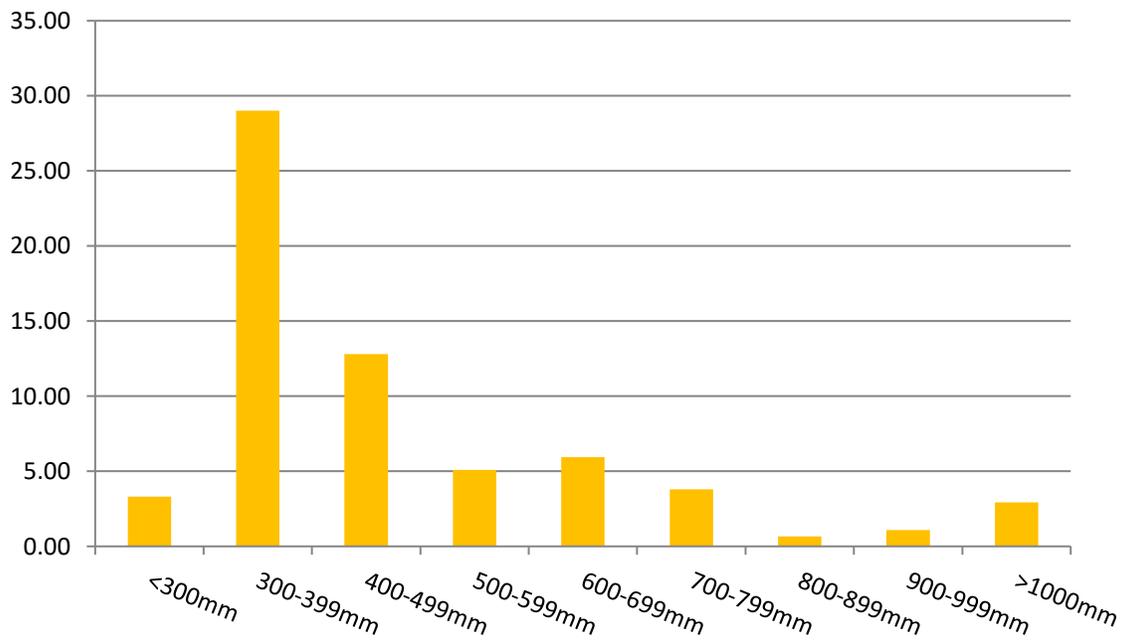


Figure 4.29: Stormwater System Infrastructure Diameter (Km)



4.4.2 Centerline and Entrance Culverts Inventory Overview

The City of Temiskaming Shores has approximately 7.7 km of centerline culverts, 9.4 km of entrance culverts piping and 1 Storm Water Management System located within its infrastructure portfolio. The current average pipe age is 40 years. The age distribution of storm sewer infrastructure installation years is shown in Figure 4.30 and Figure 4.31.

Note: that the average age of centerline culverts was based on staff knowledge and remains inaccurate, due to a lack of data. The age for entrance culverts isn't calculated.

Figure 4.30: Centerline Culvert Infrastructure by Age (%)

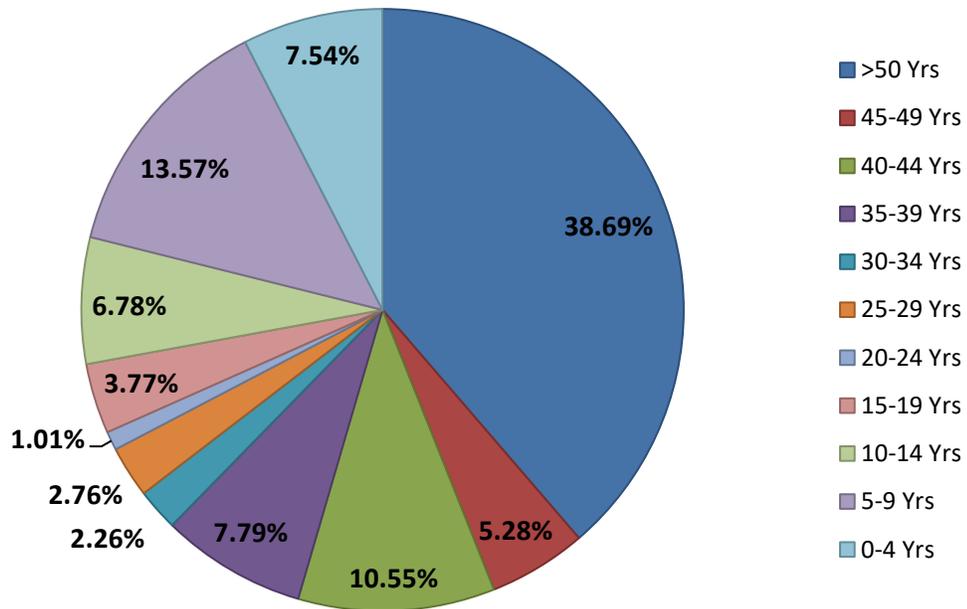
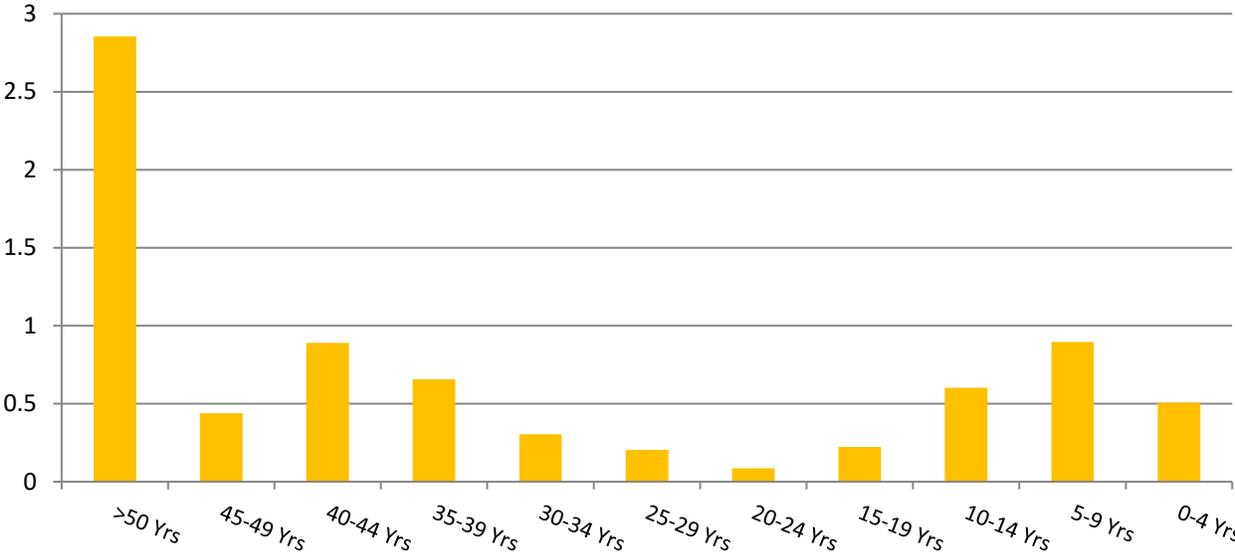


Figure 4.31: Length of Centerline Culvert Infrastructure by Age (Km)



The majority of the culverts are Corrugated Steel Pipe with a diameter of over 1000 mm and installed over 50+ years ago, as shown in Figure 4.32, 4.33 and 4.34.

Figure 4.32: Length of Centerline Culvert Infrastructure Material by Age (Km)

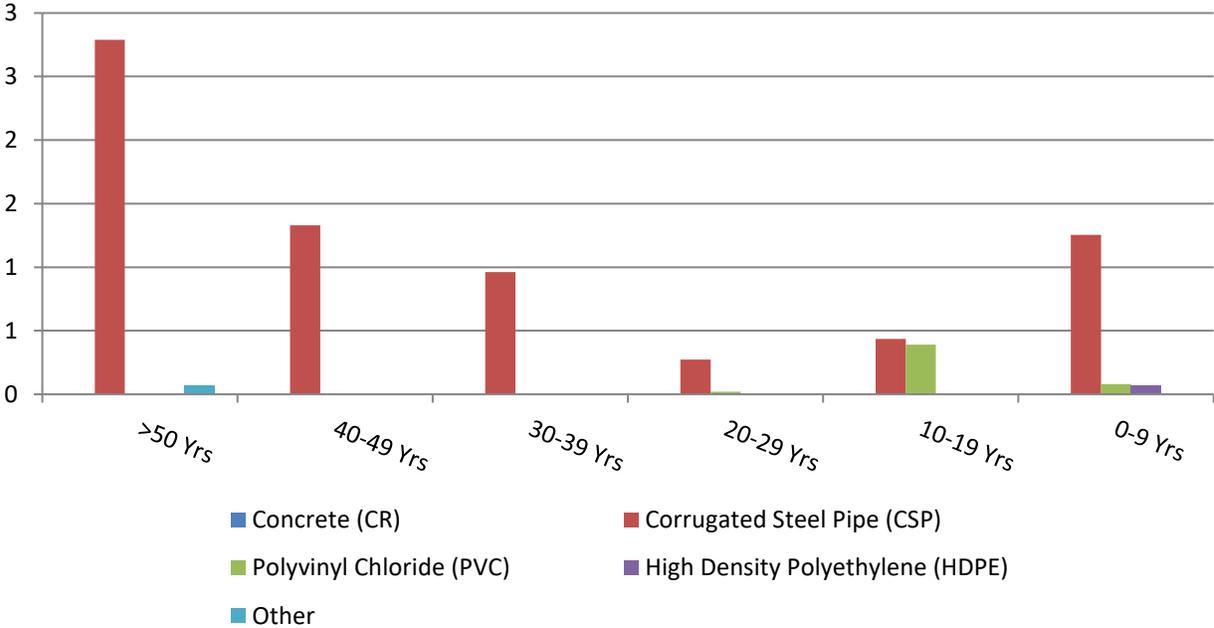


Figure 4.33: Centerline Culvert Infrastructure Material (%)

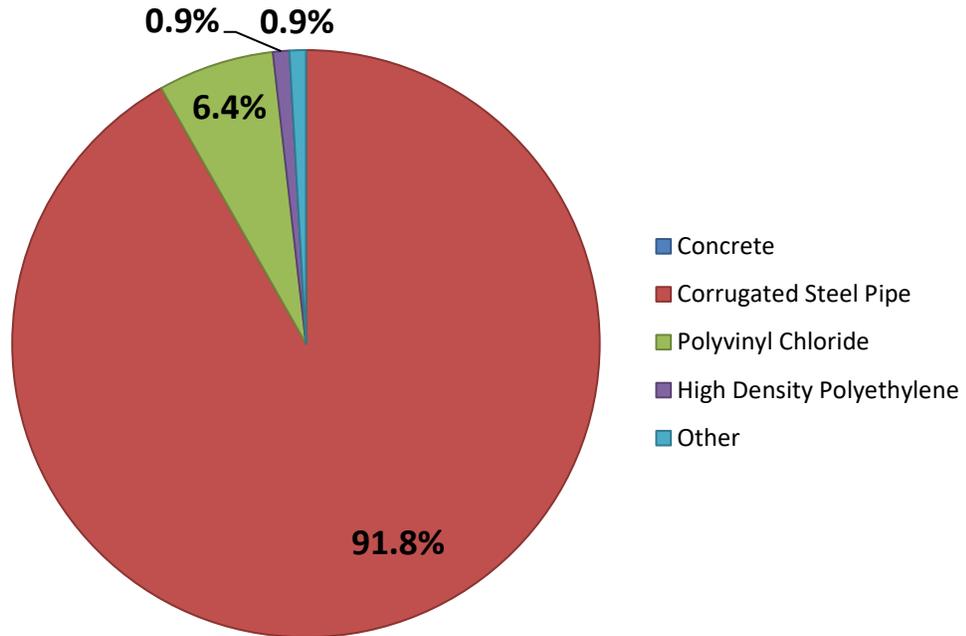


Figure 4.34: Centerline Culvert Infrastructure Diameter (Km)

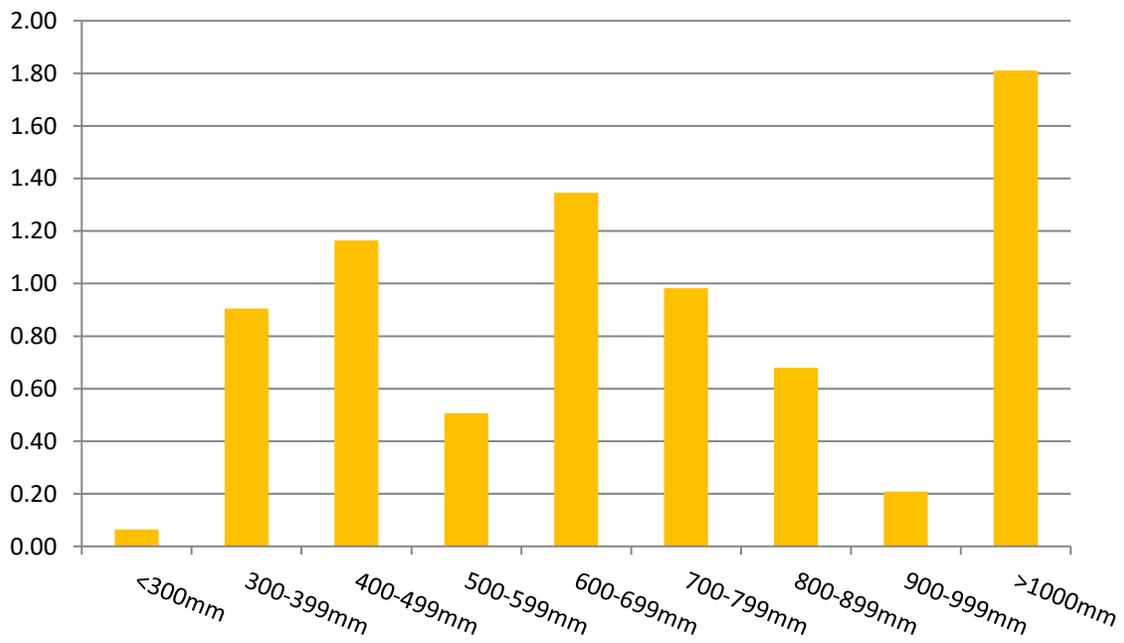


Figure 4.35: Entrance Culvert Infrastructure Material (%)

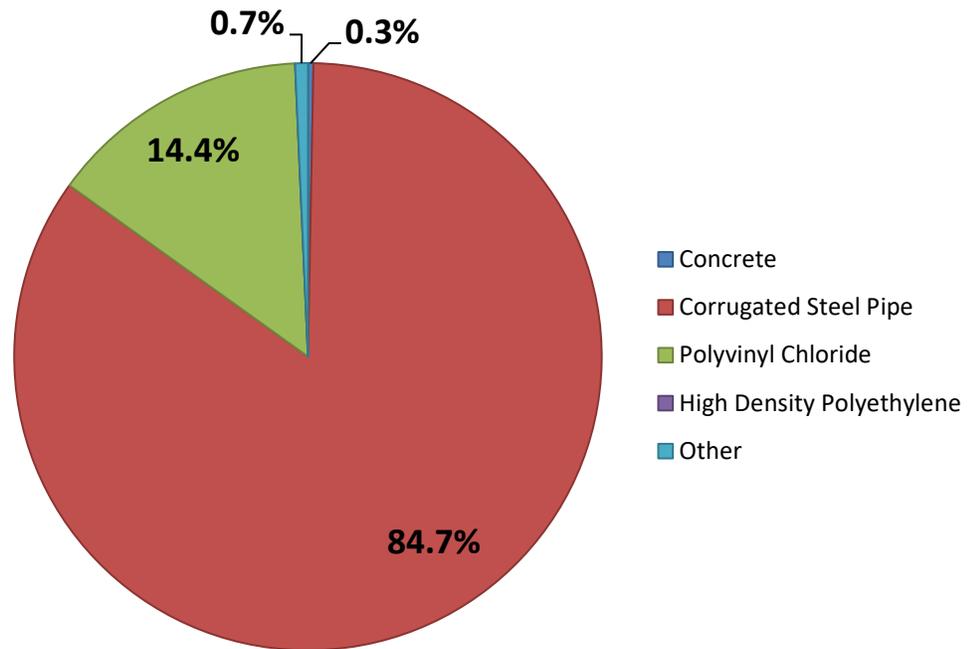
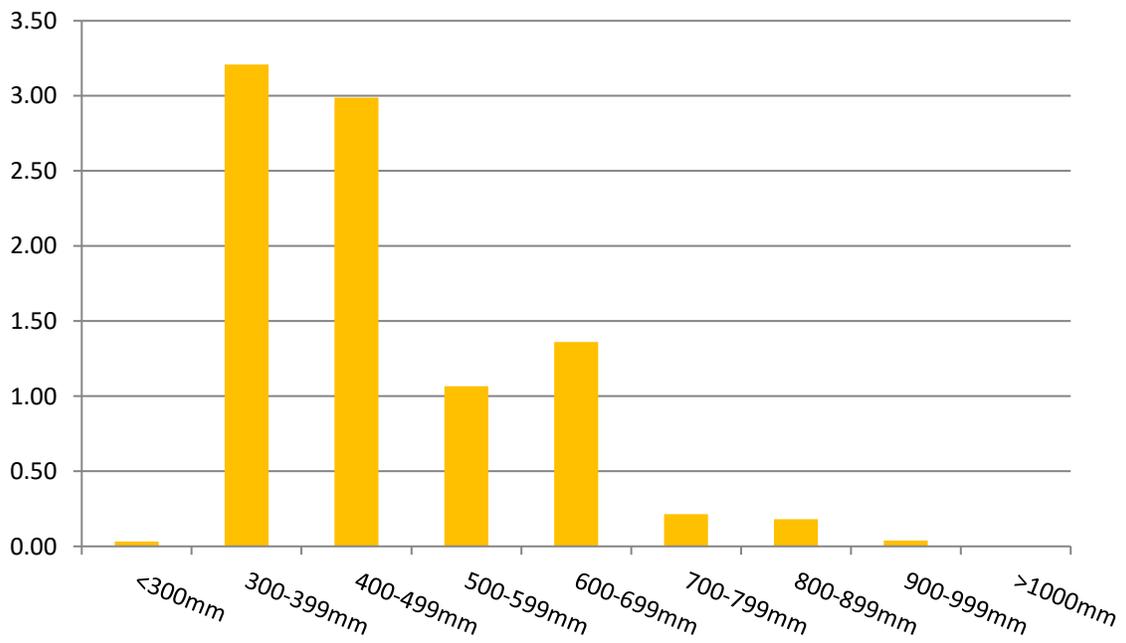


Figure 4.36: Entrance Culvert Infrastructure Diameter (Km)



4.4.3 Risk and Criticality Analytics

The risk and criticality calculation determines the overall risk of the storm asset failures. Figure 4.37 and 4.38 provides a representation of the level of risk per kilometer and cost. Figure 4.39 represents the total risk of the storm assets.

Note: The that only critical infrastructure will be analysed. Therefore, entrance culverts will be excluded from the Risk and Criticality Analytics.

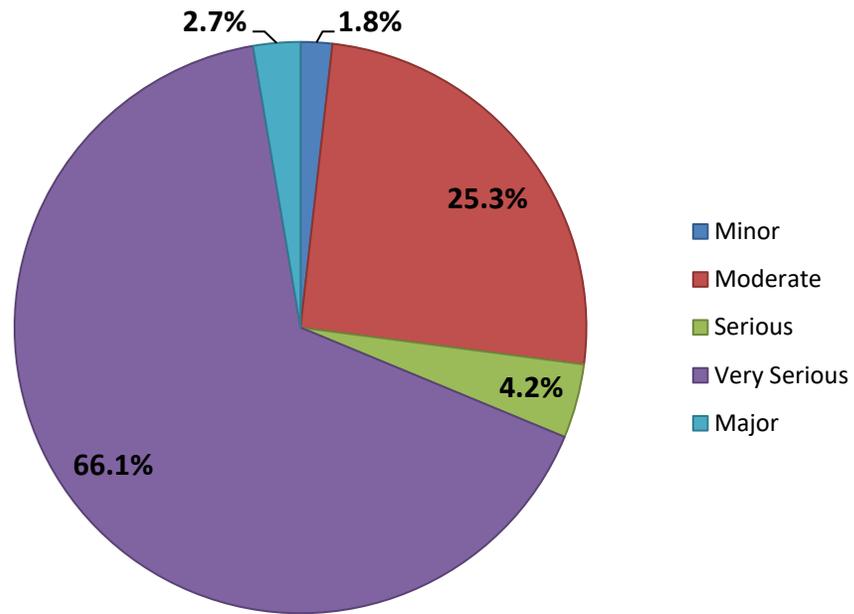
Figure 4.37: Level of Risk – Stormwater mains & Centerline Culverts (Km)

Consequence	5	0.64	1.15	0.13	2.44	0.00
	4	1.74	0.11	0.14	5.00	0.00
	3	3.02	0.25	0.43	6.76	0.00
	2	9.74	1.09	1.66	34.62	0.00
	1	1.35	0.00	0.09	1.92	0.00
		1	2	3	4	5
Probability						

Figure 4.38: Level of Risk – Stormwater mains & Centerline Culverts (\$)

Consequence	5	\$ 651,780	\$ 1,171,980	\$ 133,620	\$ 2,487,780	\$ -
	4	\$ 1,381,515	\$ 89,775	\$ 114,375	\$ 3,961,395	\$ -
	3	\$ 2,190,610	\$ 182,750	\$ 314,160	\$ 4,745,430	\$ -
	2	\$ 5,563,100	\$ 625,230	\$ 936,890	\$ 19,720,120	\$ -
	1	\$ 338,500	\$ -	\$ 23,000	\$ 480,500	\$ -
		1	2	3	4	5
Probability						

Figure 4.39: Total Risk of Stormwater Mains and Centerline Culverts Assets (%)



4.4.4 Lifecycle Activities

Figure 4.40 provides a representation of the overall cost of the lifecycle activities that the City would need to undertake in order to maintain the current level of service for its stormwater management assets (10-year forecast). The City's current average annual requirements for storm assets total \$ 207,578 hundred thousand.

Figure 4.40: Stormwater Management Lifecycle Cost (\$)

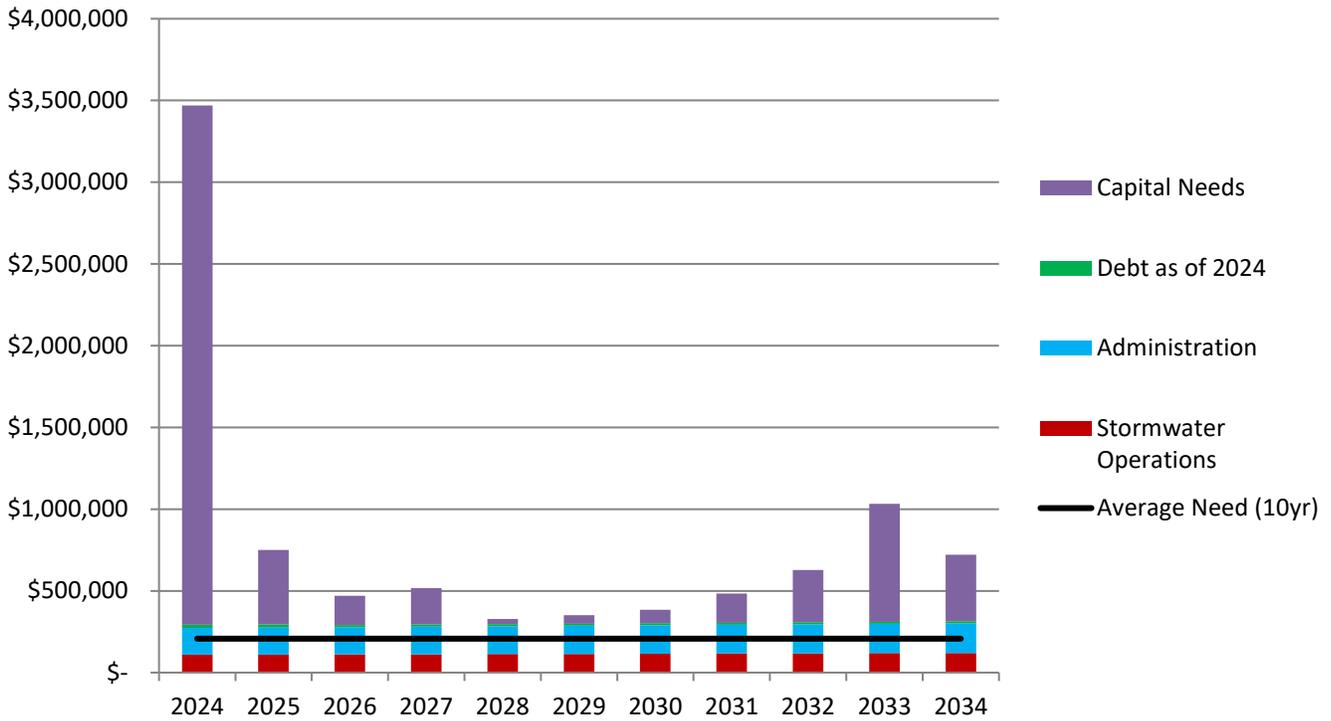
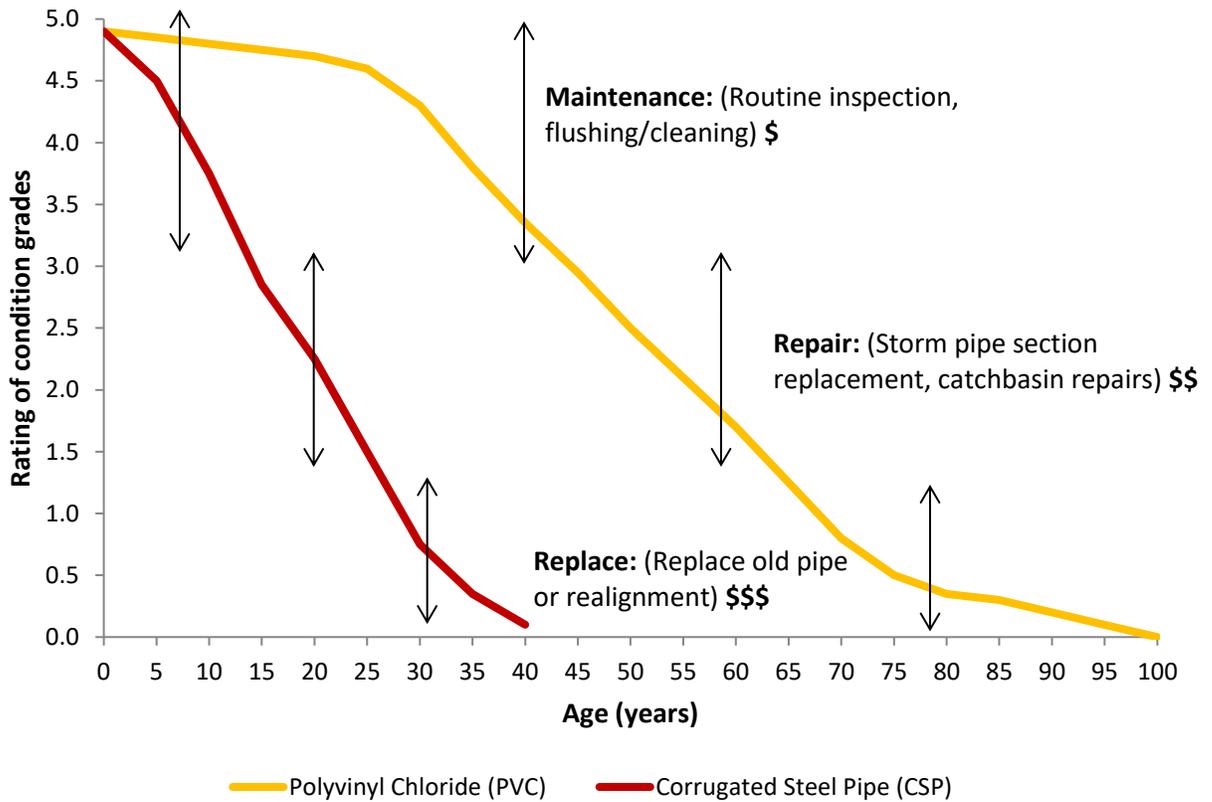


Figure 4.41 is intended to summarize the intervention strategies that are generally appropriate depending on the stage of deterioration/condition of the asset. The selection of the strategy is determined through the analysis in order to come up with the preferred intervention. It's also important to consider the approach in assessing the intervention method, in order to determine which decision can provide the most return on the investment value. It's also important to consider the varieties of factors that can cause the lifespan of the asset to vary from its expected service life. These factors can include but are not limited to:

- Quality of initial construction
- Appropriateness of the materials selected
- Loadings exerted on the pipe from traffic above or natural soil movement
- Soil conditions
- Chemistry of the flow within the pipe

Note: The following lifecycle deterioration rate and strategies example will be based on the current recommended and best construction practices and materials for each asset category. Stormwater mains will be calculated using polyvinyl chloride (PVC) with a life expectancy of 100 years and Culverts will be calculated using corrugated steel pipe (CSP) with a life expectancy of 40 years.

Figure 4.41: Stormwater and Culvert Lifecycle Intervention Strategies



Some operational lifecycle activity options for storm assets include but are not limited to:

- Stormwater flushing and inspections programs
- Stormwater pipe and structure repairs

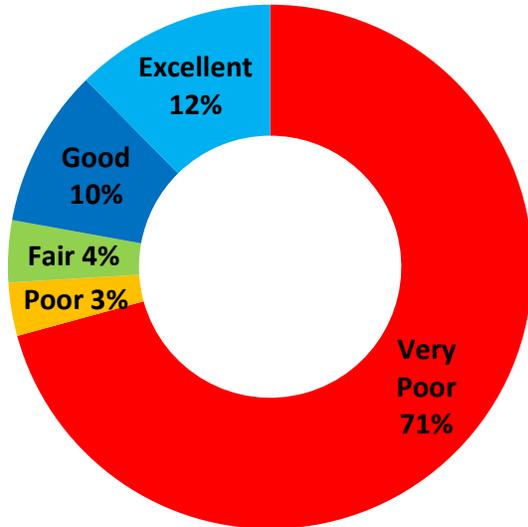
The overall cost of these options may include wages/labour, materials, contracted/hired costs and other miscellaneous costs related to the lifecycle intervention such as consultation and design work for rehabilitation and replacement activities.

4.4.5 Condition Report Card

Table 4-11 shows the average ratings and overall report card grade for the City’s stormwater system using a five point system. This initial report has considered age, material type and diameter of pipe as well as perceived or reported physical condition in the assessment. These values may be adjusted as appropriate, as more information is gathered, or as the City upgrades the asset.

Figure 4.42: Stormwater Condition Report Card (%)

Stormwater Collection System



Centerline Culverts

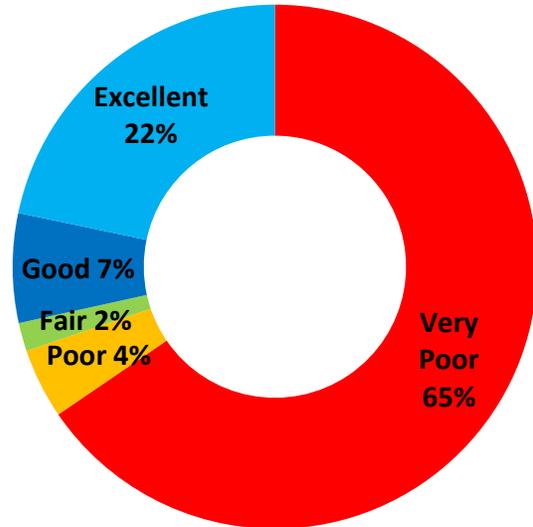
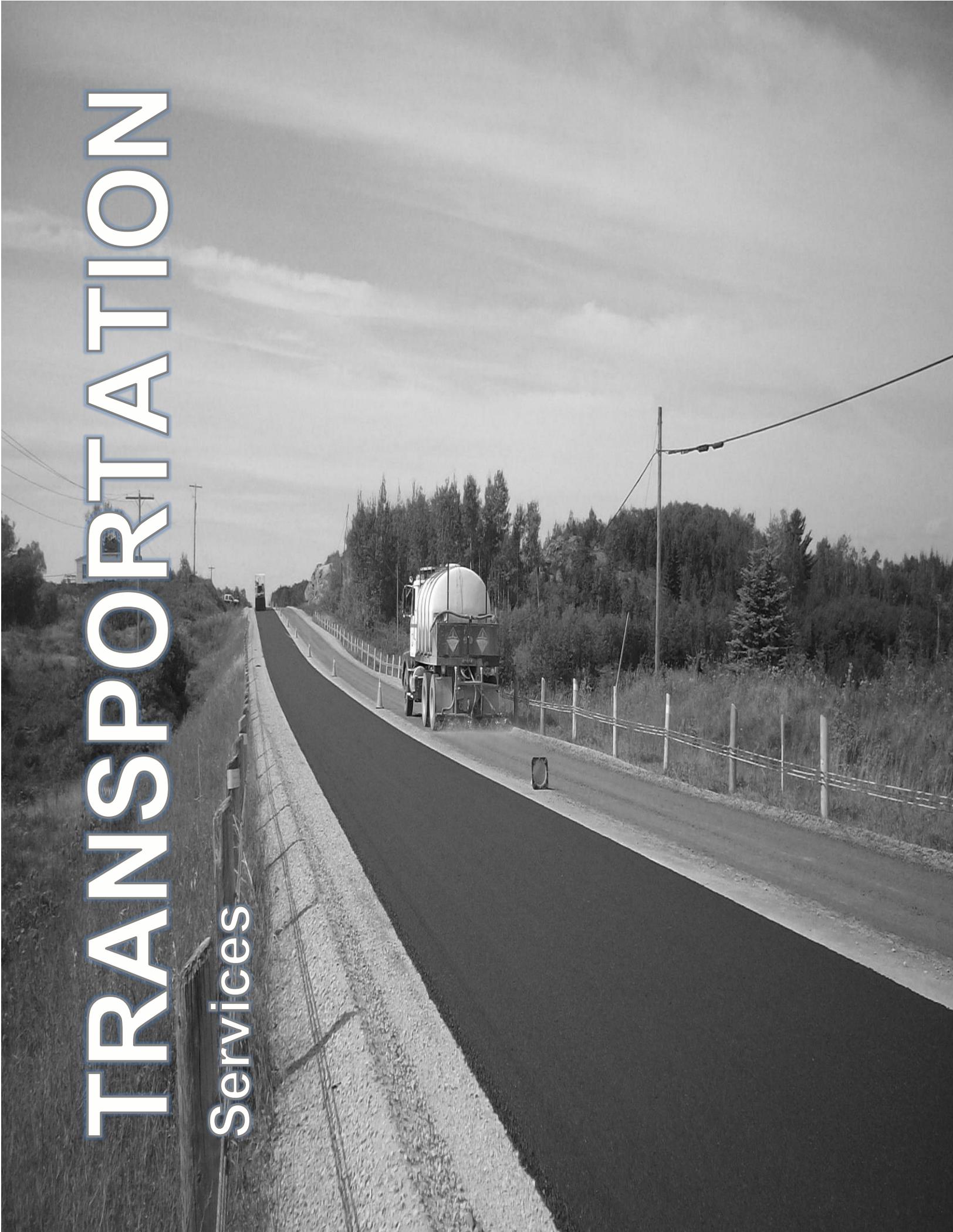


Table 4-11: Stormwater Services Report Card

Stormwater Condition Rating	Financial Rating	Overall Rating
1.90	2.00	1.95
Culvert Condition Rating	Financial Rating	Overall Rating
2.15	2.00	1.98

TRANSPORTATION

Services



4.5 Transportation Services

4.5.1 Inventory Overview

Table 4-12: Total Replacement Cost for Transportation Assets

Asset Type	Quantity	Useful Life (Years)	Replacement Cost
Paved Roads	210.3 lane km	30-100	\$ 33,157,267.75
Surface Treated Roads	30.8 lane km	20-100	\$ 1,171,360.00
Gravel Roads	175.5 lane km	10-50	\$ 3,629,671.72
Sidewalks	40.4 km	60-80	\$ 7,623,248.75
Bridges	10 units	40-70	\$ 21,325,000.00
Large Dia. Culverts	6 units	40-70	\$ 3,750,000.00
Street Lights & Traffic Signals	1299 untis	10-20	\$ 2,731,000.00
Signs	3342 units	10	\$ 276,328.00
Guard Rails	5.6 km	20	\$ 121,580.00
Total:			\$ 73,785,456.22

4.5.2 Road Inventory Overview

The transportation network for Temiskaming Shores has approximately 201 km of roadways. This includes approximately 210.3 lane kilometres of asphalt surface roadway, 30.8 lane kilometres of surface treated roadway, and 175.5 lane kilometres of gravel surface roadways as identified through the 2023 Roads Review exercise. The surface type and classification of the roads, as recorded in the City's records, is shown in Figure 4.43 and Figure 4.44.

Note: The City completes a review of the Roads Condition Study every 3 years. The information gathered in the 2020 and 2023 reviews contained complete and accurate information about the road surface type and condition that was correlated with the staff and consultant information and used for the development of this Plan. Although roads have many layers that result in different useful lives and age; only the average road surface life, age and instrument/visual inspections information has been utilized for this plan.

Figure 4.43: Road Network Surface Type (%)

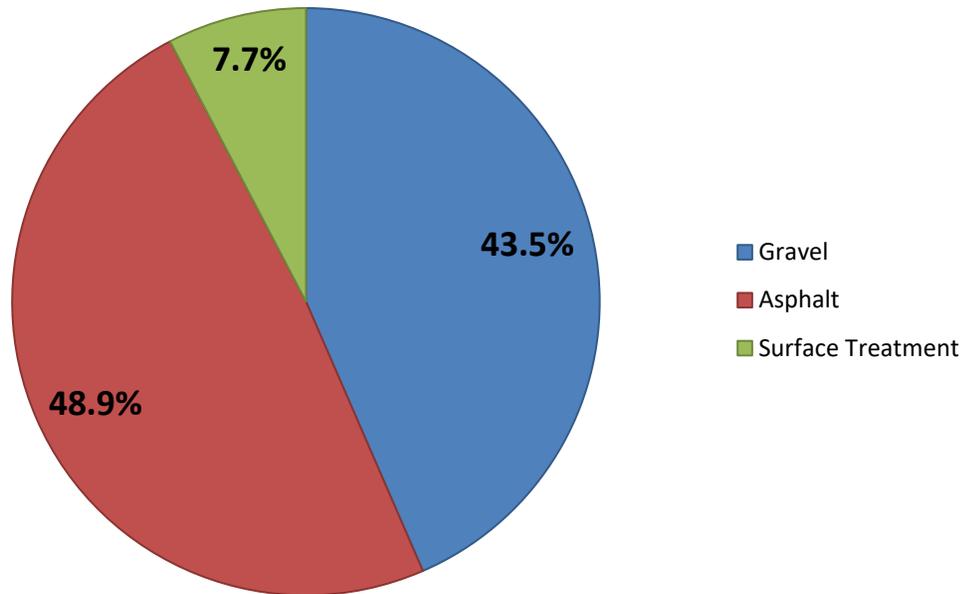
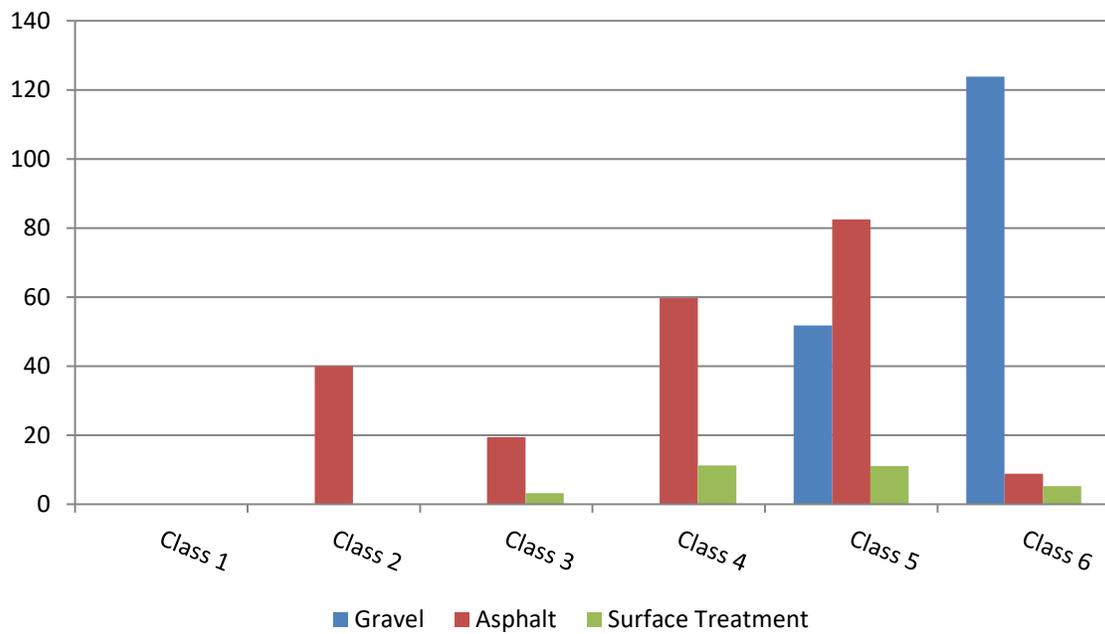
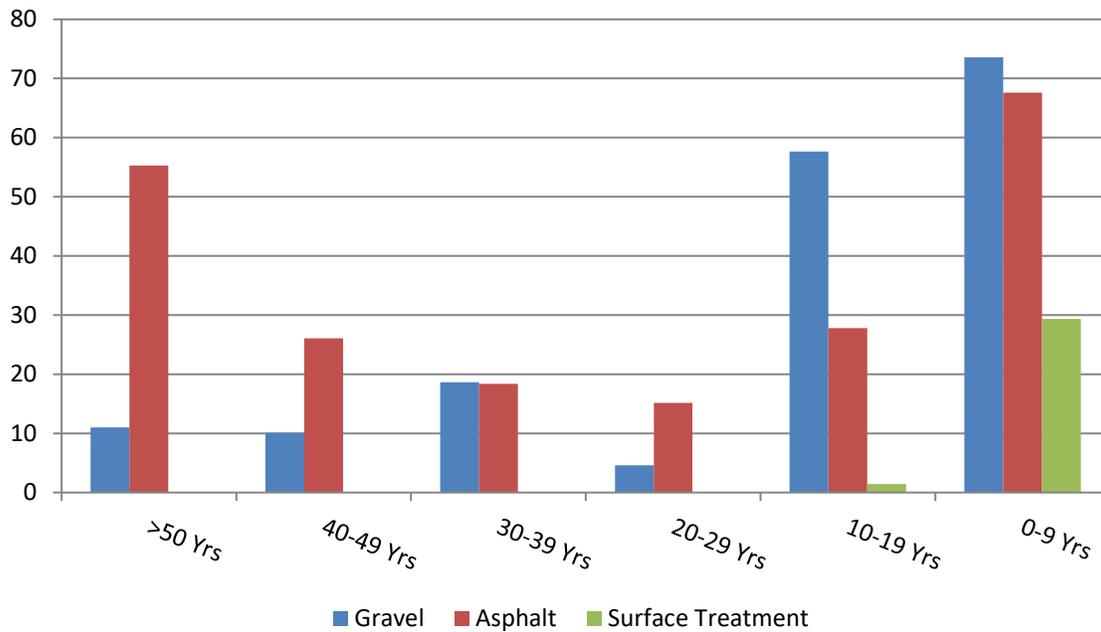


Figure 4.44: Road Network Classification and Material (Lane Km)



The age distribution of roadway network is illustrated in Figure 4.45. The majority of the roads have been constructed prior to 1963 or over 50 years ago. However, a large percentage of these roads have been resurfaced since that time.

Figure 4.45: Road Network Material by Age (Lane Km)

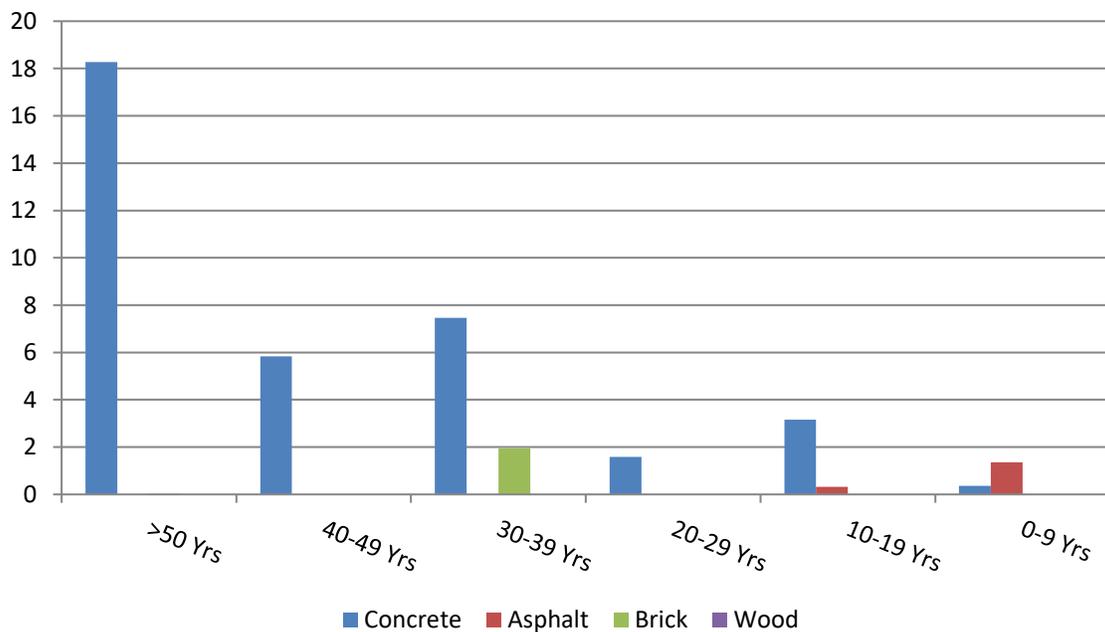


4.5.3 Sidewalk Inventory Overview

The City of Temiskaming Shores has approximately 40.4 km of sidewalks. The walkway type and age, as recorded in the City’s records, is shown in Figure 4.46.

Note: The City completes a review of the Sidewalk Condition Study every 3 years. The information gathered in the 2018 and 2021 contained complete and accurate information about the sidewalk surface type and condition that was correlated with the staff and consultant information and used for the development of this Plan.

Figure 4.46: Walkway Network Material by Age (Km)



4.5.4 Bridge and Large Dia. Culvert Inventory Overview

There are 16 bridges and large diameter culverts in the City of Temiskaming Shores. The average life expectancy of bridges built prior to 1970 is assumed to be 60 years, and bridges built after 1970 is assumed to be 75 years. Multi-plate culverts average life expectancy is assumed to be 40 years. The average age of City's bridges and culverts is 34.3 years. Figure 4.47 shows the age distribution for the City's bridges and large diameter culvert installations.

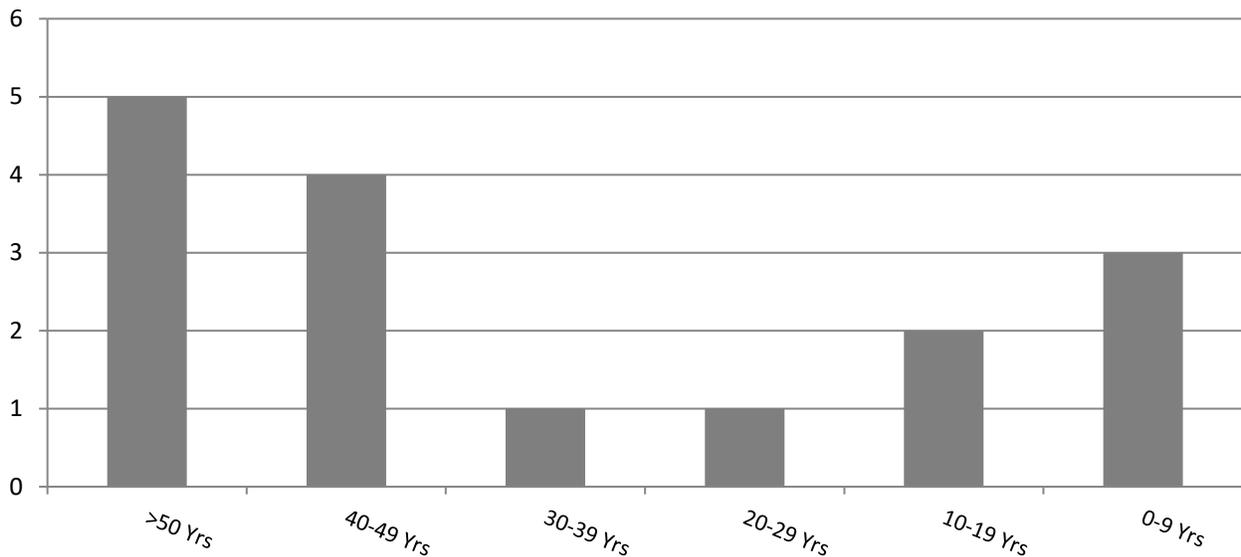
Note: that the City of Temiskaming Shores and the Township of Harley are both responsible for Capital investments for two bridges on Uno Park Road. The Township of Harley is also responsible for conducting the OSIM Bridge Inspection report on the same two bridges.

The OSIM Bridge Inspection report contains a summary of findings, recommendations, and prioritization of rehabilitative maintenance for each bridge and large culvert structure in the City of Temiskaming Shores. Therefore, rehabilitative maintenance has also been considered in the overall rating of the structures. Culverts larger than 3m in diameter will be considered "large diameter structures".

A breakdown of the bridge and culvert structures is as follows:

- 1 Concrete Box Culvert
- 3 Single Cell Multi-plate Culverts
- 1 Double Cell Multi-plate Culvert
- 1 Multi-plate Arch CSP
- 3 Bailey Bridge
- 3 CPCI Concrete Girder
- 2 Fixed Steel Girder
- 1 Steel I-Girder
- 1 Steel I-Girder (pedestrian bridge)

Figure 4.47: Bridges and Large Dia. Culverts by Age



4.5.5 Street Lights and Traffic Signals Inventory Overview

The City of Temiskaming Shores has approximately 978 street lights, 302 decorative lights, 12 decorative poles, 4 sets of traffic signals and 3 pedestrian crossing signals. The oldest street light was installed prior to 1960 and the newest installation was placed in 2023. However, all of the street light heads were replaced in 2016 with LED's that increased its life expectancy and reduced its power consumption. The next step is to replace all of the decorative lights with LED's heads. Maintenance of the City's street light and traffic signals is currently contracted.

4.5.6 Traffic Signs Inventory Overview

The City of Temiskaming Shores has approximately 994 regulatory signs, 443 warning signs, 782 bylaw signs and 1123 information signs. In 2017, the City purchased a retroreflector to measure the reflection level of its traffic signs. This instrument allows field staff to better detect and replace a sign has failed and surpassed its life expectancy.

4.5.1 Risk and Criticality Analytics

The risk and criticality calculation determines the overall risk of the transportation asset failures. Figure 4.48, 4.49, 4.50 and 4.51 provides a representation of the level of risk per kilometer, structure and cost. Figure 4.52 and 4.53 represents the total risk of the transportation assets.

Note: The that only critical infrastructure will be analysed. Therefore, only roads and bridges will be included in the Risk and Criticality Analytics.

Figure 4.48: Level of Risk – Roads (Km)

Consequence	5	9.55	3.80	0.00	0.00	0.00
	4	6.19	2.67	2.17	0.00	0.00
	3	12.77	12.10	4.43	6.30	0.00
	2	14.20	48.25	7.76	2.30	0.00
	1	4.31	61.58	1.81	0.91	0.00
		1	2	3	4	5
Probability						

Figure 4.49: Level of Risk – Roads (\$)

Consequence	5	\$ 7,446,637	\$ 2,949,194	\$ -	\$ -	\$ -
	4	\$ 1,468,544	\$ 632,528	\$ 551,545	\$ -	\$ -
	3	\$ 3,583,918	\$ 2,686,614	\$ 795,735	\$ 1,492,225	\$ -
	2	\$ 3,367,552	\$ 6,734,005	\$ 1,910,821	\$ 589,098	\$ -
	1	\$ 545,151	\$ 2,871,129	\$ 135,026	\$ 198,578	\$ -
		1	2	3	4	5
Probability						

Figure 4.50: Level of Risk – Bridges & Large Dia. Culverts (each)

Consequence	5	1.00	6.00	0.00	0.00	2.00
	4	0.00	2.00	0.00	0.00	0.00
	3	0.00	2.00	1.00	0.00	0.00
	2	1.00	1.00	0.00	0.00	0.00
	1	0.00	0.00	0.00	0.00	0.00
		1	2	3	4	5
Probability						

Figure 4.51: Level of Risk – Bridges & Large Dia. Culverts (\$)

Consequence	5	\$ 2,200,000	\$ 16,050,000	\$ -	\$ -	\$4,000,000
	4	\$ -	\$ 1,200,000	\$ -	\$ -	\$ -
	3	\$ -	\$ 800,000	\$ 450,000	\$ -	\$ -
	2	\$ 125,000	\$ 250,000	\$ -	\$ -	\$ -
	1	\$ -	\$ -	\$ -	\$ -	\$ -
		1	2	3	4	5
Probability						

Figure 4.52: Total Risk of Roads (%)

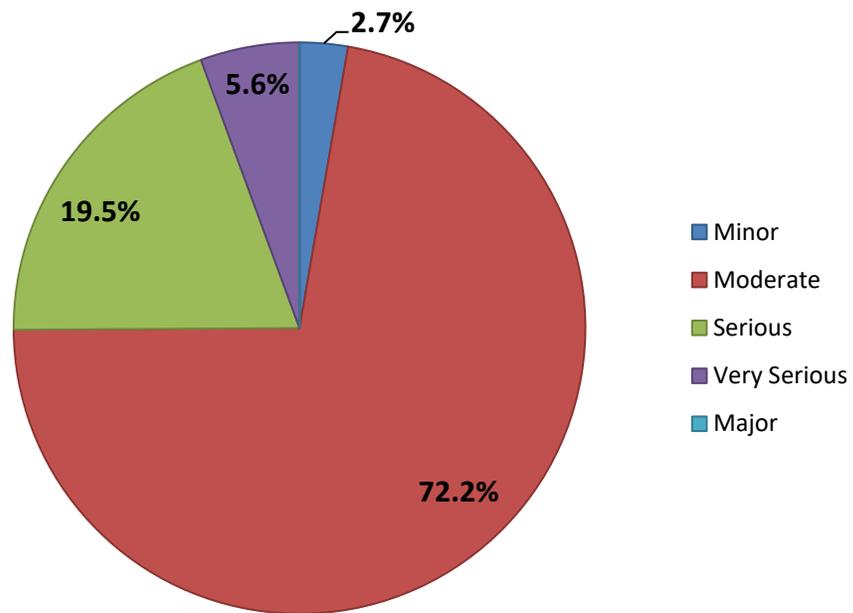
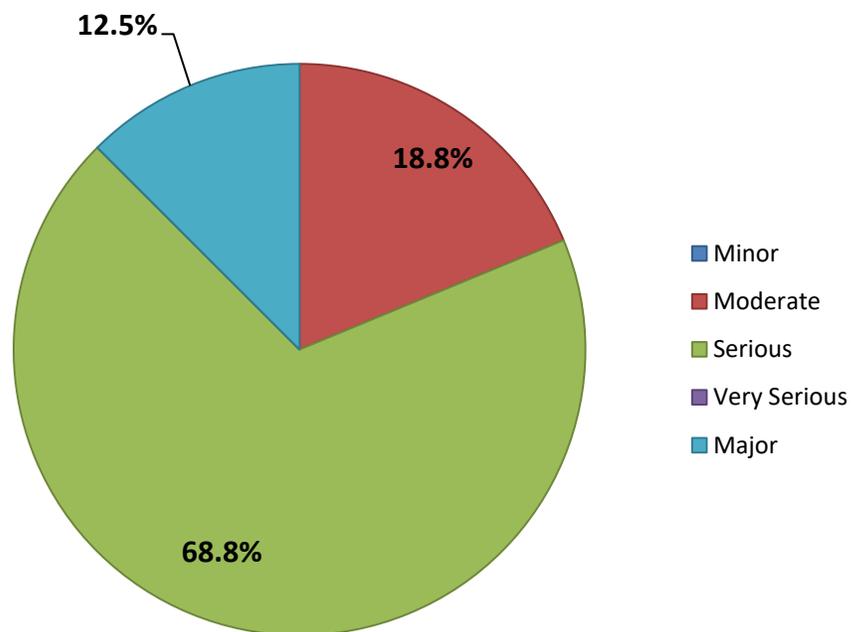


Figure 4.53: Total Risk of Bridges and Large Dia. Culverts (%)



4.5.2 Lifecycle Activities

Figure 4.54 provides a representation of the overall cost of the lifecycle activities that the City would need to undertake in order to maintain the current level of service for its transportation assets (10-year forecast). The City’s average annual requirements for transportation assets total \$ 2,371,039 million.

Figure 4.54: Transportation Lifecycle Cost (\$)

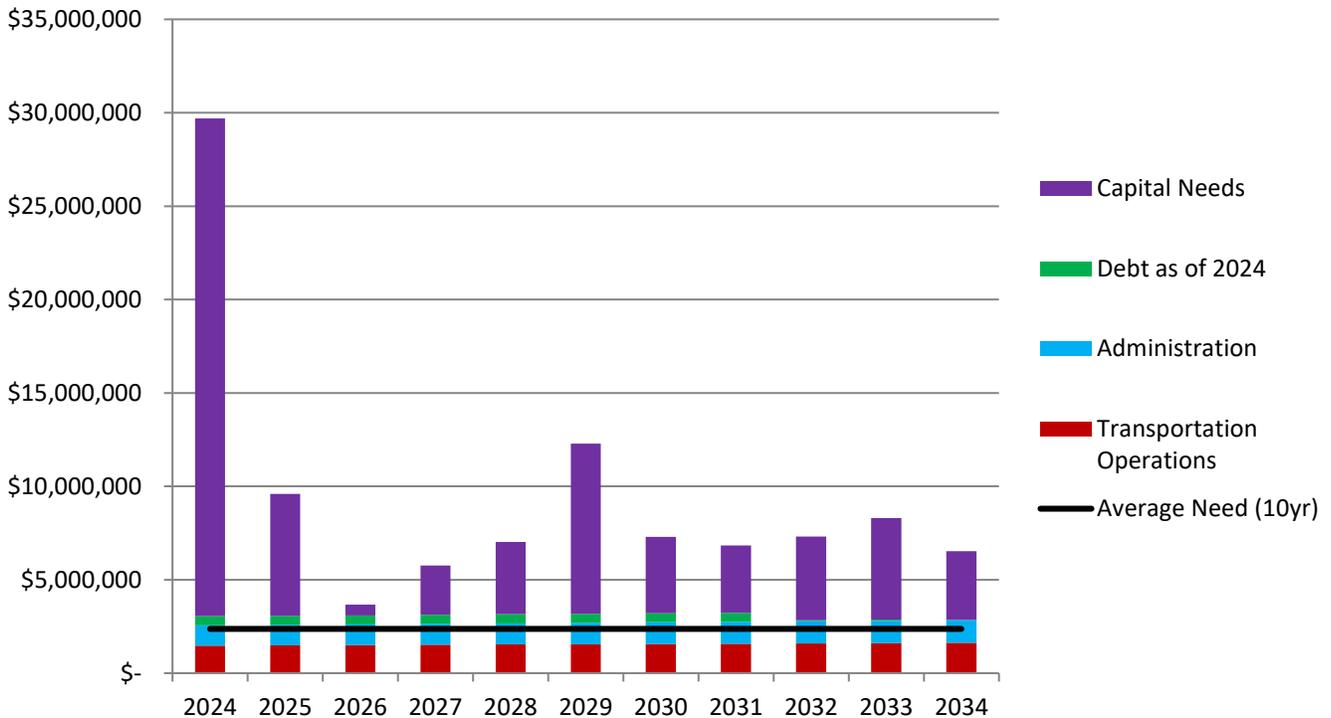
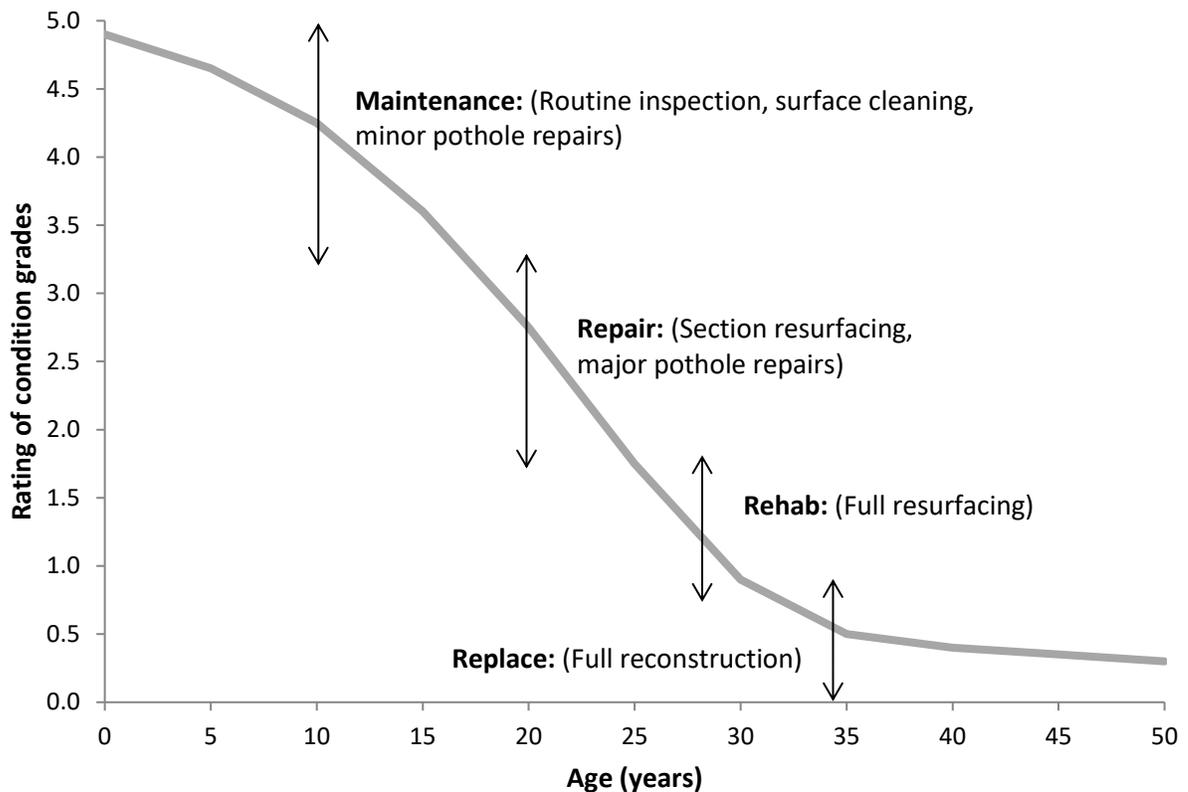


Figure 4.54 and 4.55 is intended to summarize the intervention strategies that are generally appropriate depending on the stage of deterioration/condition of the asset. The selection of the strategy is determined through the analysis in order to come up with the preferred intervention. It’s also important to consider the approach in assessing the intervention method, in order to determine which decision can provide the most return on the investment value. It’s also important to consider the varieties of factors that can cause the lifespan of the asset to vary from its expected service life. These factors can include but are not limited to:

- Quality of initial construction
- Appropriateness of the materials selected
- Loadings exerted from traffic or natural soil movement
- Surrounding soil conditions

Figure 4.55: Roads (pavement) Lifecycle intervention Strategies

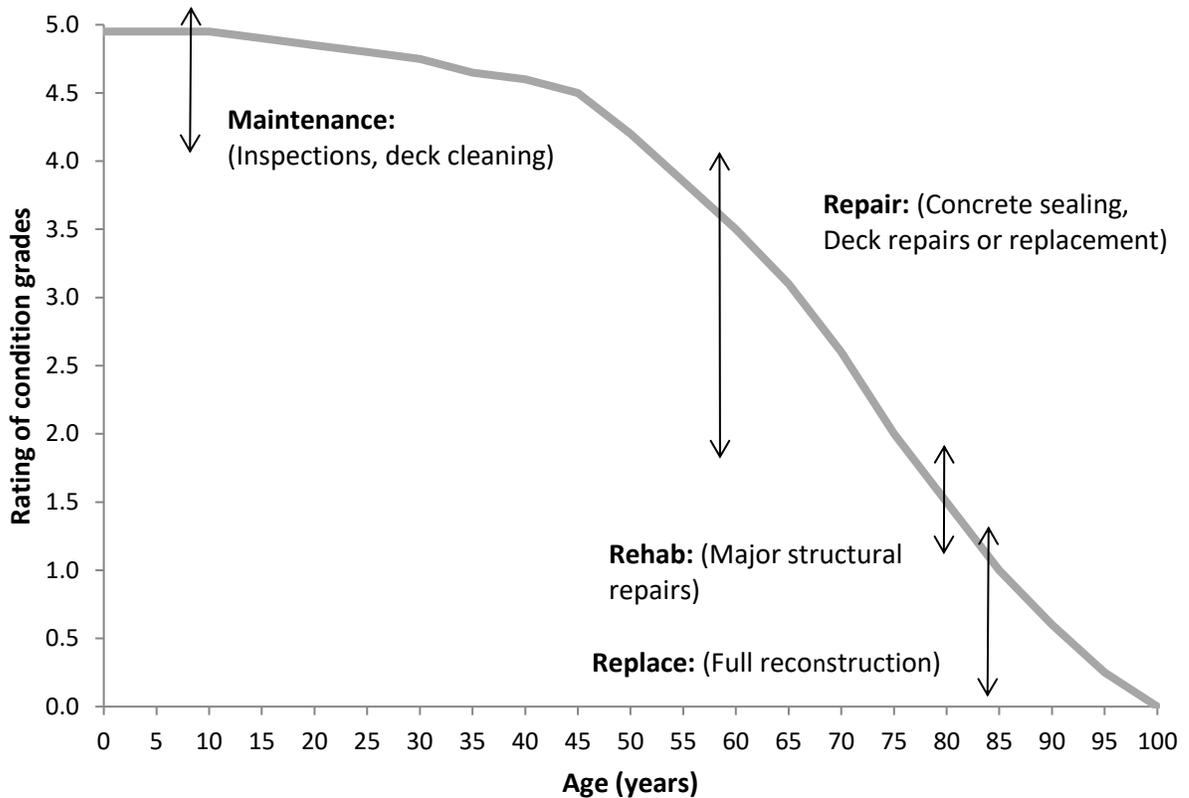


Some operational lifecycle activity options for road assets include but are not limited to:

- Hard top maintenance such as pavement patching and shoulder/curb repairs
- Pavement markings
- Loose top maintenance such as grading, dust control and adding gravel
- Winter control such as snow plowing and removal, sanding/salting and road patrolling
- Sign and guardrail repairs or installation/removal

The overall cost of these options may include wages/labour, materials, contracted/hired costs and other miscellaneous costs related to the lifecycle intervention such as consultation and design work for rehabilitation and replacement activities.

Figure 4.56: Bridges and Large Dia. Culverts Lifecycle Intervention Strategies



Some operational lifecycle activity options for bridge assets include but are not limited to:

- Regulated bi-annual inspections programs
- Deck cleaning
- Structural maintenance such as concrete sealing
- Structural repairs such as deck resurfacing

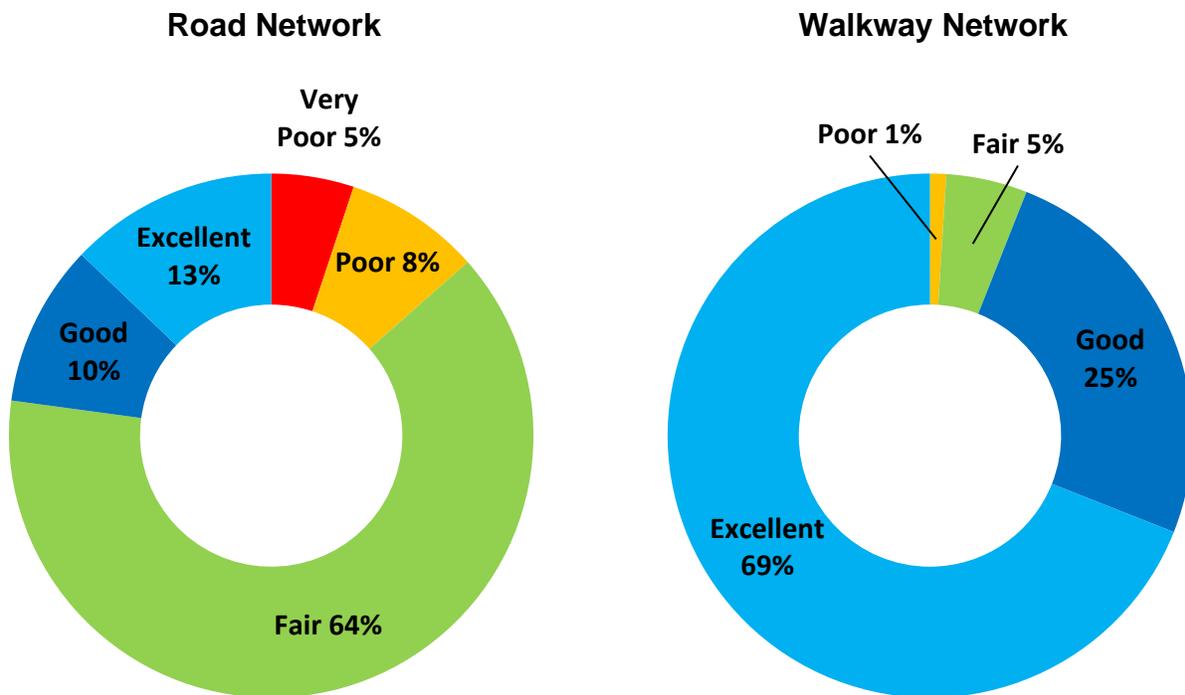
The overall cost of these options may include wages/labour, materials, contracted/hired costs and other miscellaneous costs related to the lifecycle intervention such as consultation and design work for rehabilitation and replacement activities.

4.5.3 Condition Report Card

It's worth noting that the city also has to take infrastructure condition into account before moving forward with road resurfacing projects. A full reconstruction of the road might be preferred in order to maximise to durability and life expectancy of the assets in question.

Table 4-13 presents the average ratings and overall report card grade for the City's Transportation network using a five point system. This initial report has considered estimated age, surface and sub-surface material type, network capacity and perceived or reported physical condition in the assessment. These values may be adjusted as appropriate, as more information is gathered, or as the City upgrades the asset.

Figure 4.57: Transportation Condition Report Card (%)



Bridges and Large Dia. Culverts

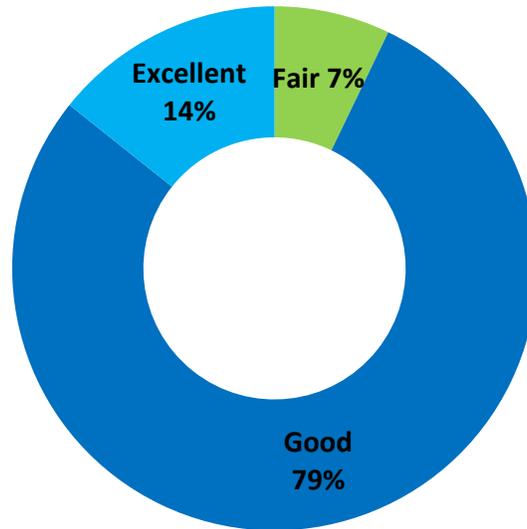
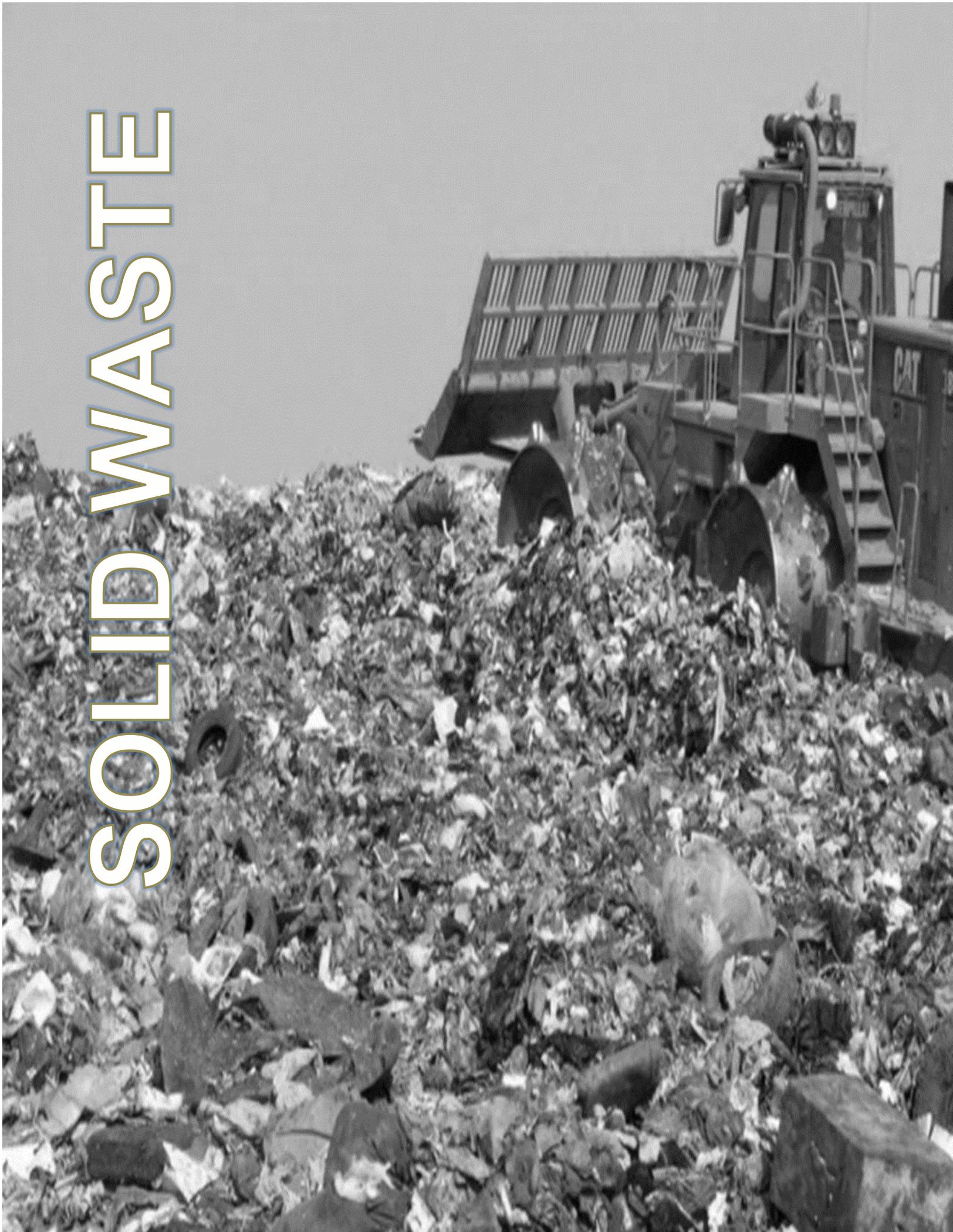


Table 4-13: Transportation Services Report Card

Road Condition Rating	Financial Rating	Overall Rating
3.19	3.40	3.30
Walkway Condition Rating	Financial Rating	Overall Rating
4.62	3.40	4.01
Bridge Condition Rating	Financial Rating	Overall Rating
3.07	1.50	2.29

SOLID WASTE



4.6 Solid Waste

4.6.1 Inventory Overview

The City of Temiskaming Shores owns various solid waste assets. The City is responsible for curbside waste collection and delivery to the appropriate facility for disposal. Figure 4.58 shows the average age for each asset category.

Note: This service is currently contracted, therefore any operational assets such as privately owned vehicles or equipment for the collection/delivery of this service will be excluded.

Some operational assets such as vehicles for the City's Landfill operations will be excluded as it's currently contracted and privately owned. Once decommissioned, landfills must be relocated which have undetermined costs, but it's anticipated to be millions of dollars for a new location. Therefore, the replacement cost for the City's landfill will be calculated based on current municipal owned assets. The Landfill replacement cost will include 2 operational buildings and weigh scale not covered by other categories.

***Note:** It's projected that as of January 2025, all municipalities in Ontario will transition their blue box recycling program to a new collection model. Therefore, the City will no longer be responsible for the collection and processing of recycling materials. All of the City's recycling related assets will be disposed of in consequence of this program.

Table 4-14: Total Replacement Cost for Solid Waste Assets

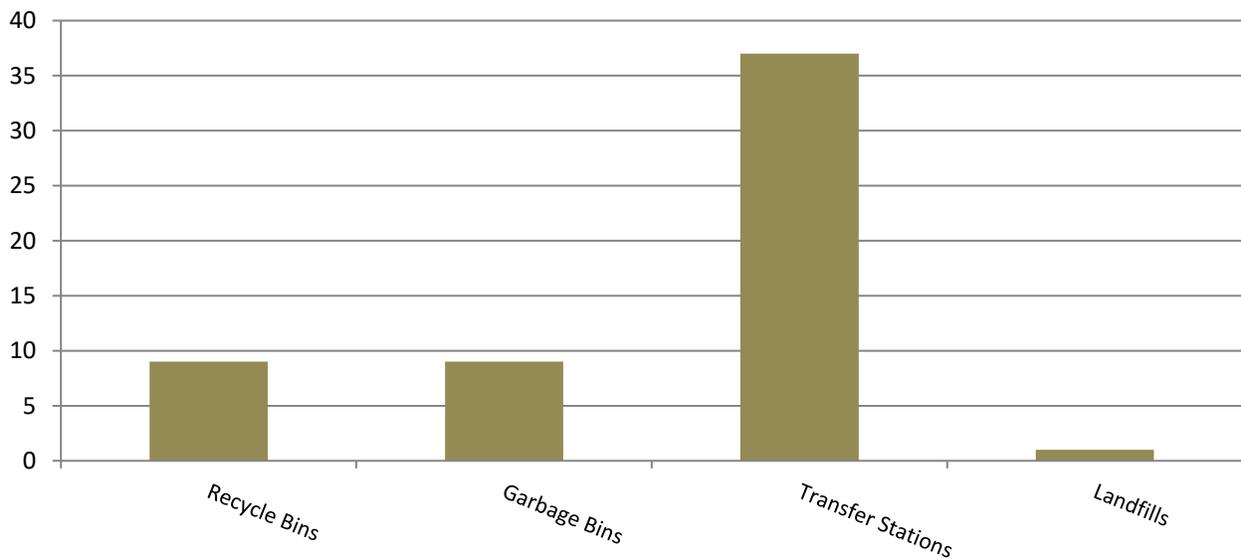
Transportation System			
Asset Type	Quantity	Useful Life (Years)	Replacement Cost
Recycling Bins	4676 units	10-15	\$ 308,616.00
Garbage Bins	4523 units	10-15	\$ 298,518.00
Transfer Stations	1 unit	20-75	\$ 347,439.00
Landfills	1 units	25-30	\$ 3,072,340.00
Total:			\$ 4,026,913.00

4.6.2 Waste Disposal Sites Inventory Overview

The City of Temiskaming Shores provides 1 solid waste disposal site for its residents. The City's solid waste is currently serviced and operated under contract by a private contractor.

- The New Liskeard Spoke Transfer Station located at 547 Barr Drive is a central facility that provides temporary recycling waste disposal for collection crews and residents. The solid waste is eventually transported to other waste recycling facilities for processing.
- The New Liskeard Landfill located at 70165 Rockley Road, has been in operation since 1916 and ceased acceptance of municipal waste from the general public in 2009 at which time all municipal waste was directed and deposited into the Haileybury Landfill Site. As of 2023, The New Liskeard Landfill has been reconstructed and recommissioned to replace the current decommissioned Haileybury Landfill.
- The Haileybury Landfill located at 544091 Dump Road, has been in operation since 1975 and has ceased to acceptance of municipal waste from the general public in 2023 at which time all municipal waste has been directed to the former and recommissioned New Liskeard Landfill.

Figure 4.58: Solid Waste by Age per Asset Category (Years)



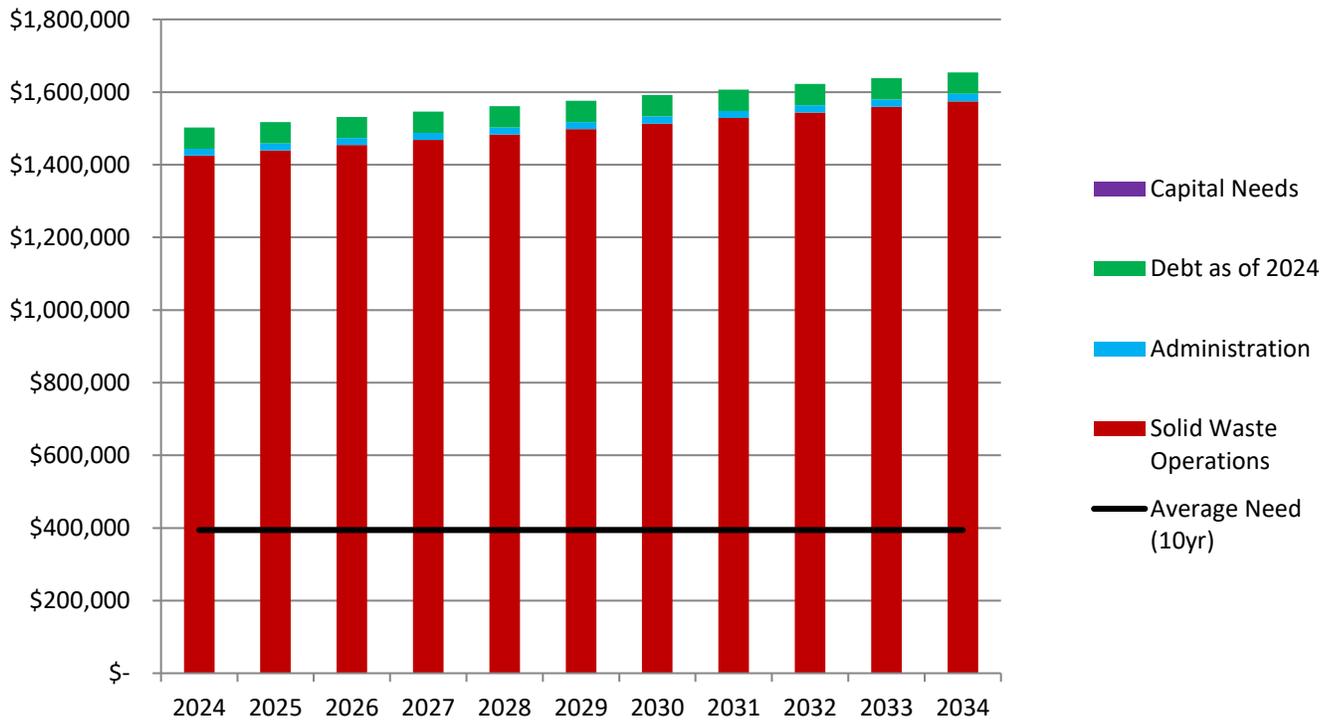
4.6.3 Risk and Criticality Analytics

Note: The level of risk for all Solid Waste assets will remain in the high risk levels due to social and environmental impacts. Analyzing and determining the consequence and probability of failure of this service remains a difficult task for the municipality. However, these assets are consistently monitored in order to allow the City to prioritize operational and capital projects based on the greatest risk of failure for each asset and service.

4.6.4 Lifecycle Activities

Figure 4.59 provides a representation of the overall cost of the lifecycle activities that the City would need to undertake in order to maintain the current level of service for its Solid Waste assets and services (10-year forecast). The City's current average annual requirements for Solid Waste assets total \$ 394,270 hundred thousand.

Figure 4.59: Solid Waste Lifecycle Cost (\$)



The intervention strategies that are generally appropriate depending on the stage of deterioration/condition of the asset and service. The selection of the strategy is determined through the analysis in order to come up with the preferred intervention. It's also important to consider the approach in assessing the intervention method, in order to determine which decision can provide the most return on the investment value. It's also important to consider the varieties of factors that can cause the lifespan of the asset and service to vary from its expected service life. These factors can include but are not limited to:

- Quality of initial construction
- Appropriateness of the materials selected for the type of structures
- Service volume and service delivery

- Land location and weather conditions

Note: The lifecycle deterioration rate and strategies will be based on the capacity as per design by population utilising the service and by age. For example, the City's landfill was calculated with a designed life expectancy of 25 years before considerations to improve the capacity and/or other improvements of the asset are made.

Some operational lifecycle activity options for Solid Waste assets include but are not limited to:

- Repair or replace collection bins as needed
- Equipment, structural and land repairs
- Modernization upgrades

The overall cost of these options may include wages/labour, materials, contracted/hired costs and other miscellaneous costs related to the lifecycle intervention such as consultation and design work for rehabilitation and major replacement activities.

4.6.5 Condition Report Card

Table 4-15 presents the average ratings and overall report card grade for the City's Solid Waste using a five point system. This initial report has considered estimated age, capacity and perceived or reported physical condition in the assessment. These values may be adjusted as appropriate, as more information is gathered, or as the City upgrades the asset.

Figure 4.60: Solid Waste Condition Report Card (%)

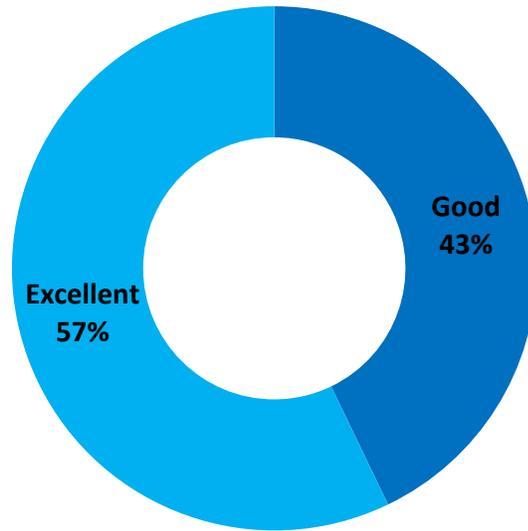


Table 4-15: Solid Waste Report Card

Condition Rating	Financial Rating	Overall Rating
4.57	2.80	3.69

BUILDINGS & FACILITIES



4.7 Buildings and Facilities

4.7.1 Inventory Overview

The City of Temiskaming Shores owns and maintains approximately 60 buildings and facilities ranging from administrative buildings, community centres to small storage buildings with an estimated building footprint of 23,400 square meters. The average age of the City’s buildings and facilities is 42 years. Figure 4.60 shows the age distribution for the City’s buildings and facilities.

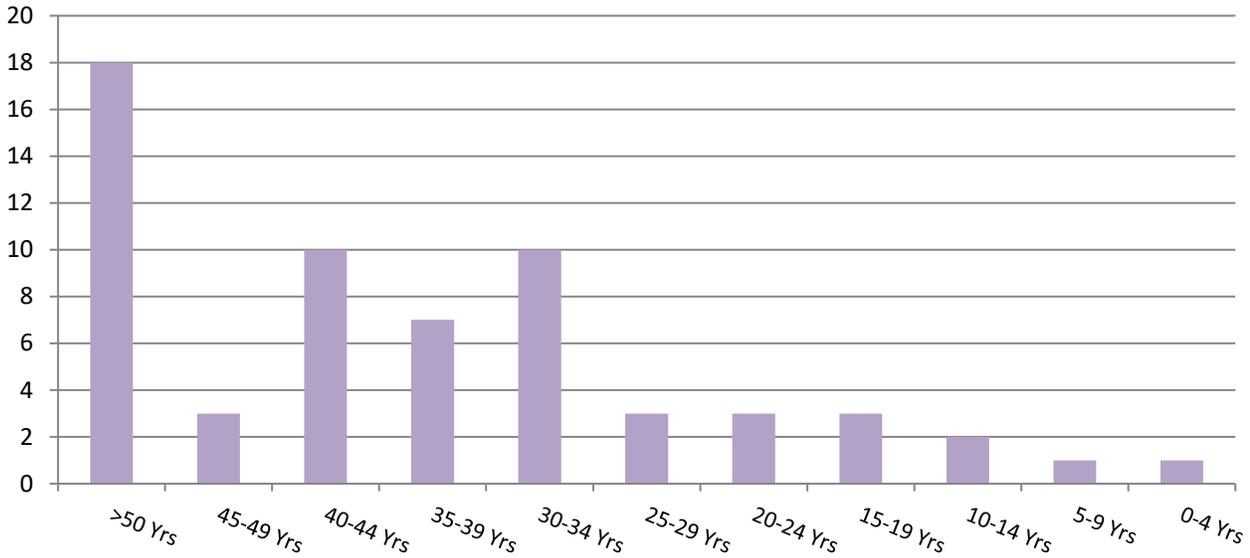
Note: The age is based on the construction/acquisition year of each building and facility. Environmental and solid waste facilities will be listed under the “Water, Sanitary and/or Solid Waste Services” categories. The replacement values will include the structure and components that relate to the operation of each facility or building. Miscellaneous machinery and equipment assets in storage buildings will be listed under the “Machinery and Equipment” category. The Replacement costs are based on insurance replacement values.

Table 4-16: Total Replacement Cost for Building and Facility Assets

Asset Type	Quantity	Useful Life (Years)	Replacement Cost
Administration Facilities	1 unit	20-75	\$ 8,613,308.00
Cemetery Services	7 units	20-75	\$ 484,154.00
Fire Services	2 units	20-75	\$ 4,609,886.00
Library Facilities	1 unit	20-75	\$ 2,811,385.00
Operation Buildings	17 units	20-75	\$ 9,444,525.00
Recreation Facilities	25 units	20-75	\$ 46,968,292.00
Miscellaneous Buildings/Structures	7 units	20-75	\$ 3,247,172.00
		Total:	\$ 76,178,722.00

The age distribution of the buildings and facilities is illustrated in Figure 4.61. The majority of the buildings and facilities have been constructed over 50 years ago. However, a large percentage of these buildings and facilities have received significant maintenance and upgrades since that time.

Figure 4.61: Buildings and Facilities by Age



4.7.2 Risk and Criticality Analytics

The risk and criticality calculation determines the overall risk of the buildings and facilities asset failures. Figure 4.62 and 4.63 provides a representation of the level of risk per structure and cost. Figure 4.64 represents the total risk of the buildings and facilities assets.

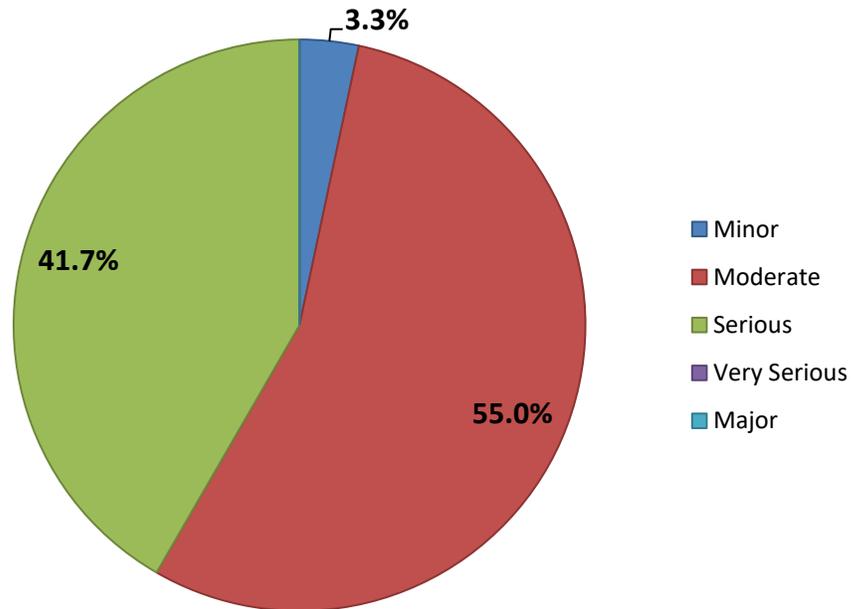
Figure 4.62: Level of Risk – Buildings and Facilities (each)

Consequence	5	8.00	7.00	0.00	0.00	0.00
	4	4.00	8.00	0.00	0.00	0.00
	3	6.00	9.00	0.00	0.00	0.00
	2	4.00	4.00	1.00	0.00	0.00
	1	2.00	7.00	0.00	0.00	0.00
		1	2	3	4	5
Probability						

Figure 4.63: Level of Risk – Buildings and Facilities (\$)

Consequence	5	\$33,970,596	\$ 35,651,996	\$ -	\$ -	\$ -
	4	\$ 1,599,972	\$ 3,149,344	\$ -	\$ -	\$ -
	3	\$ 523,705	\$ 935,924	\$ -	\$ -	\$ -
	2	\$ 153,373	\$ 118,673	\$ 42,539	\$ -	\$ -
	1	\$ 18,000	\$ 14,600	\$ -	\$ -	\$ -
		1	2	3	4	5
Probability						

Figure 4.64: Total Risk of Buildings and Facilities Assets (%)



4.7.3 Lifecycle Activities

Figure 4.65 provides a representation of the overall cost of the lifecycle activities that the City would need to undertake in order to maintain the current level of service for its Buildings and Facilities assets (10-year forecast). The City’s current average annual requirements for Buildings and Facilities assets total \$ 2,153,014 million.

Figure 4.65: Buildings and Facilities Lifecycle Cost (\$)

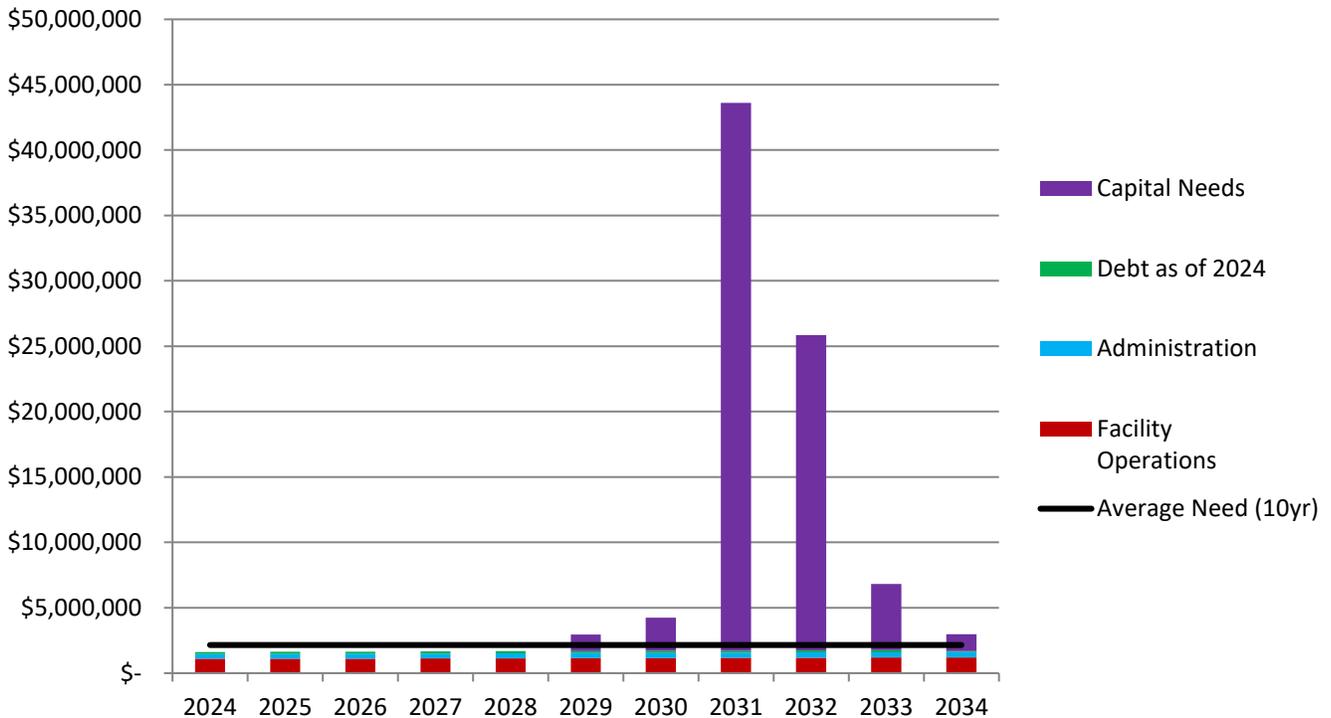
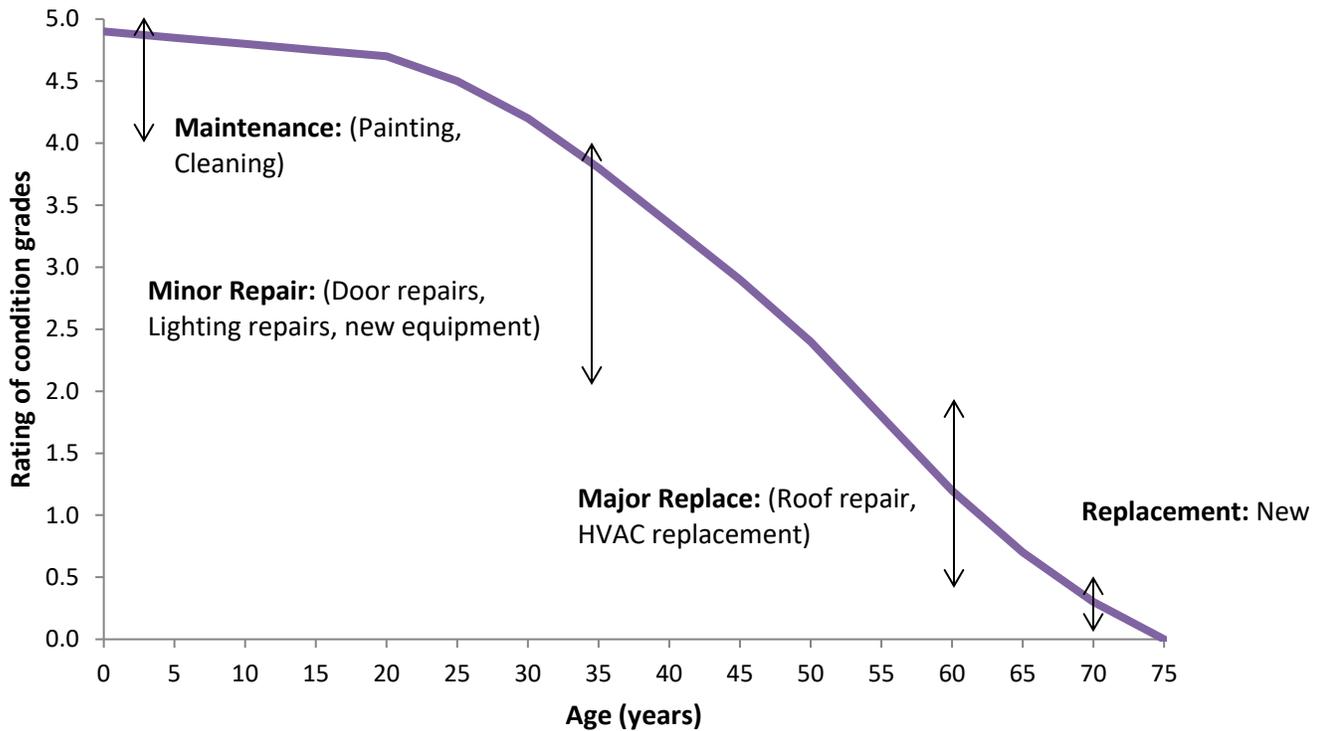


Figure 4.66 is intended to summarize the intervention strategies that are generally appropriate depending on the stage of deterioration/condition of the asset. The selection of the strategy is determined through the analysis in order to come up with the preferred intervention. It’s also important to consider the approach in assessing the intervention method, in order to determine which decision can provide the most return on the investment value. It’s also important to consider the varieties of factors that can cause the lifespan of the asset to vary from its expected service life. These factors can include but are not limited to:

- Quality of initial construction
- Appropriateness of the materials selected for the type of structure
- Traffic volume and service delivery
- Soil and weather conditions

Note: The following lifecycle deterioration rate and strategies example will be based on the current recommended and best construction practices and materials for each asset category. Buildings and Facilities will be calculated with a life expectancy of 75 years before a type of replacement is considered.

Figure 4.66: Buildings and Facilities Lifecycle Intervention Strategies



Some operational lifecycle activity options for building and facility assets include but are not limited to:

- Structural inspections programs
- Equipment and structural repairs
- Modernization upgrades

The overall cost of these options may include wages/labour, materials, contracted/hired costs and other miscellaneous costs related to the lifecycle intervention such as consultation and design work for rehabilitation and major replacement activities.

4.7.4 Condition Report Card

Table 4-17 presents the average ratings and overall report card grade for the City’s Buildings and Facilities using a five point system. This initial report has considered age, building use and perceived or reported physical condition in the assessments. These values may be adjusted as appropriate, as more information is gathered, or as the City upgrades the asset.

Figure 4.67: Buildings and Facilities Condition Report Card (%)

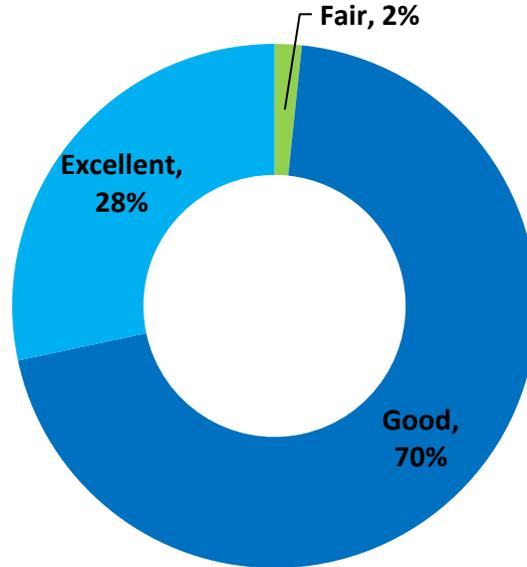
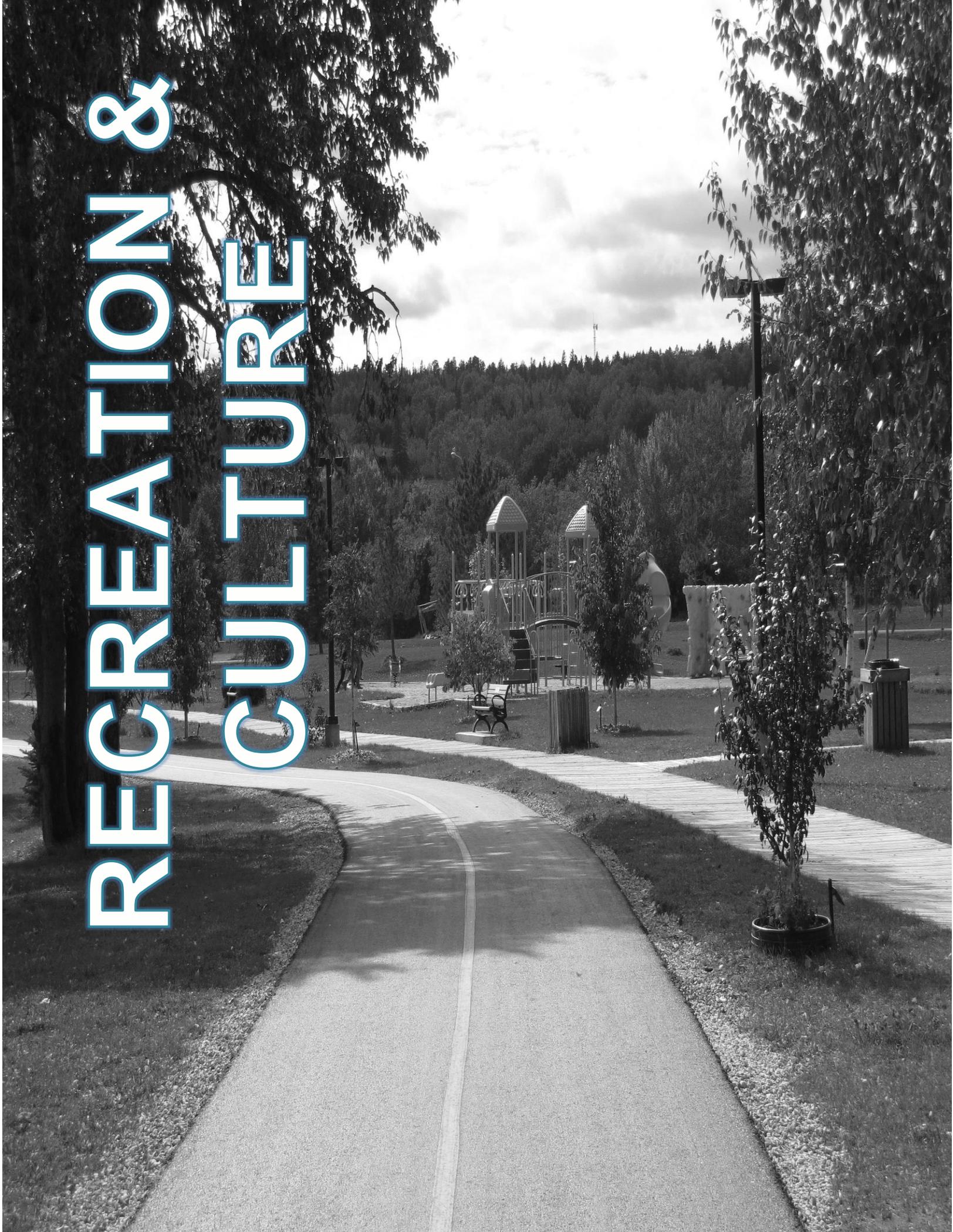


Table 4-17: Buildings and Facilities Report Card

Condition Rating	Financial Rating	Overall Rating
4.27	2.80	3.54

RECREATION & CULTURE



4.8 Recreation and Culture

4.8.1 Inventory Overview

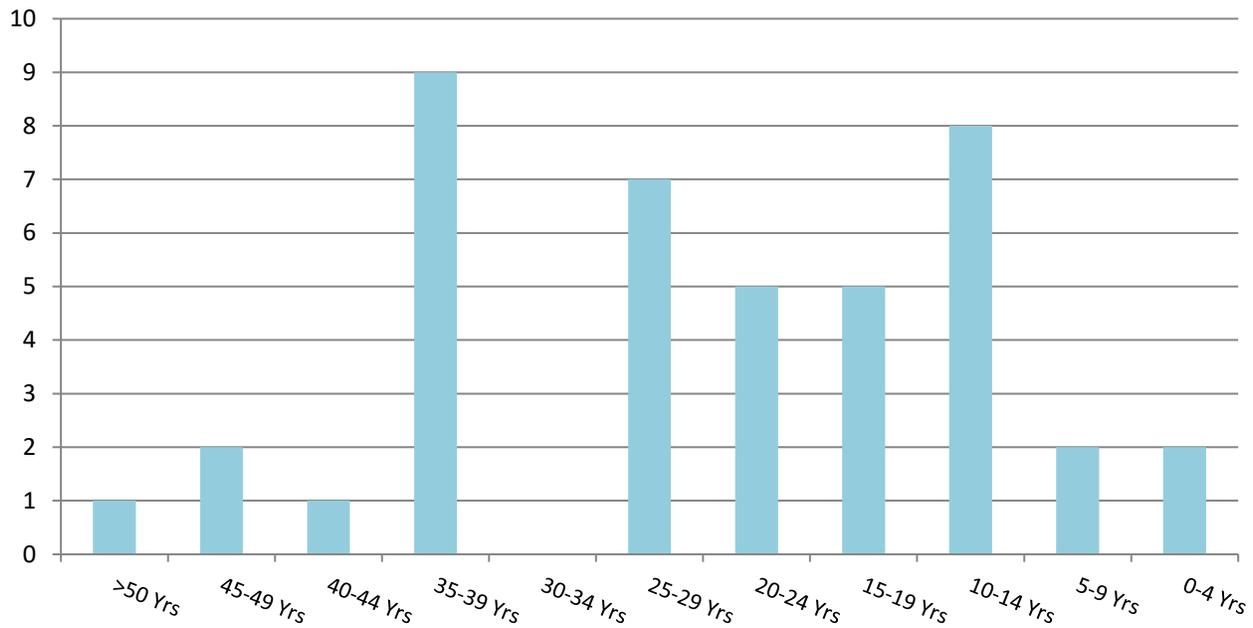
The City of Temiskaming Shores owns maintains a wide range of parks, marinas and green spaces each for a variety of recreational activities spanning a total area greater than 56 hectares. Figure 4.68 shows the average age distribution for the City’s Recreation and Culture assets only.

Note: The age is based on the construction/acquisition year of each asset. Some recreation and cultural facilities will be listed under the “Buildings and Facilities” category. The replacement values will include the any component that relate to the operation of each asset type. Land Improvements will include but not limited to picnic shelters, monuments/status, street benches and memorial trees.

Table 4-18: Total Replacement Cost for Recreation and Culture Assets

Asset Type	Quantity	Useful Life (Years)	Replacement Cost
Active Trails	16.3 km	20-30	\$ 3,565,081.00
Sport Fields	5 units	20-30	\$ 2,184,000.00
Sport Courts	7 units	10-25	\$ 447,000.00
Playgrounds	13 units	10-25	\$ 850,500.00
Skate Parks	1 unit	10-30	\$ 400,000.00
Splash Pads	1 unit	10-30	\$ 722,000.00
Dog Parks	1 unit	30-50	\$ 90,000.00
Outdoor Rinks	2 units	10-50	\$ 200,000.00
Marinas and Wharfs	4 units	10-50	\$ 1,533,701.50
Land Improvements	-	N/A	\$ 617,500.00
		Total:	\$ 10,609,782.50

Figure 4.68: Recreation and Culture Assets by Age



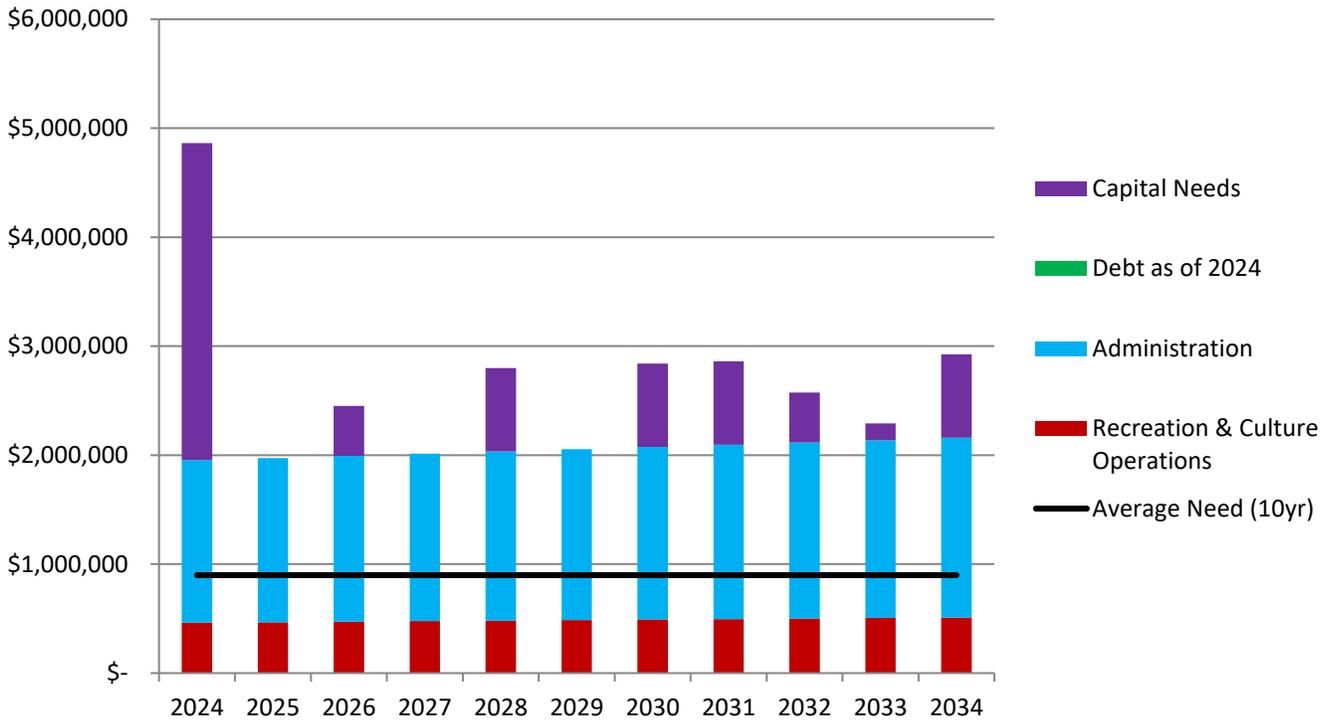
4.8.2 Risk and Criticality Analytics

Note: The level of risk for all Recreation and Culture assets under this category will remain in the low risk levels due to lower social and environmental impacts. However, these assets are consistently monitored in order to allow the City to prioritize operational and capital projects based on the greatest risk of failure for each asset and service.

4.8.3 Lifecycle Activities

Figure 4.69 provides a representation of the overall cost of the lifecycle activities that the City would need to undertake in order to maintain the current level of service for its Recreation and Culture assets and services (10-year forecast). The City's current average annual requirements for Recreation and Culture assets total \$ 898,483 hundred thousand.

Figure 4.69: Recreation and Culture Lifecycle Cost (\$)



The intervention strategies that are generally appropriate depending on the stage of deterioration/condition of the asset and service. The selection of the strategy is determined through the analysis in order to come up with the preferred intervention. It's also important to consider the approach in assessing the intervention method, in order to determine which decision can provide the most return on the investment value. It's also important to consider the varieties of factors that can cause the lifespan of the asset and service to vary from its expected service life. These factors can include but are not limited to:

- Quality of initial construction
- Appropriateness of the materials selected for the type of structures or land
- Service volume and service delivery
- Land location and weather conditions

Note: The lifecycle deterioration rate and strategies will be based on the capacity as per design by population utilising the service and by age. For example, the City's playgrounds was calculated with a designed life expectancy of 25 years before considerations for improvements or as needed based demand.

Some operational lifecycle activity options for Recreation and Culture assets include but are not limited to:

- Small structure replacements
- Equipment, structural and land repairs
- Modernization upgrades

The overall cost of these options may include wages/labour, materials, contracted/hired costs and other miscellaneous costs related to the lifecycle intervention such as consultation and design work for rehabilitation and major replacement activities.

4.8.4 Condition Report Card

Table 4-19 presents the average ratings and overall report card grade for the City’s Recreation and Culture assets using a five point system. This initial report has considered age, asset use and perceived or reported physical condition in the assessment. These values may be adjusted as appropriate, as more information is gathered, or as the City upgrades the asset.

Figure 4.70: Recreation and Culture Condition Report Card (%)

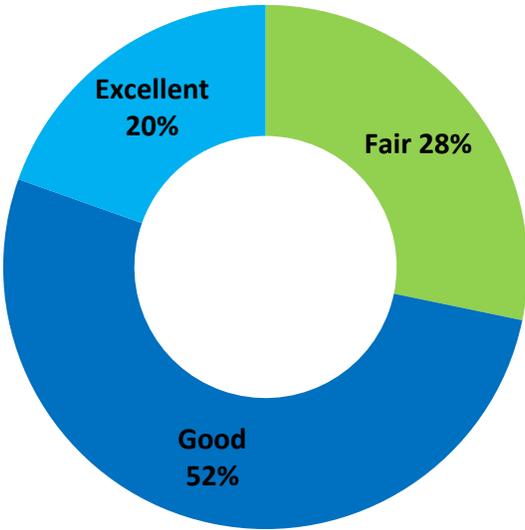


Table 4-19: Recreation and Culture Report Card

Condition Rating	Financial Rating	Overall Rating
3.91	2.50	3.21

FLEET



4.9 Fleet

4.9.1 Inventory Overview

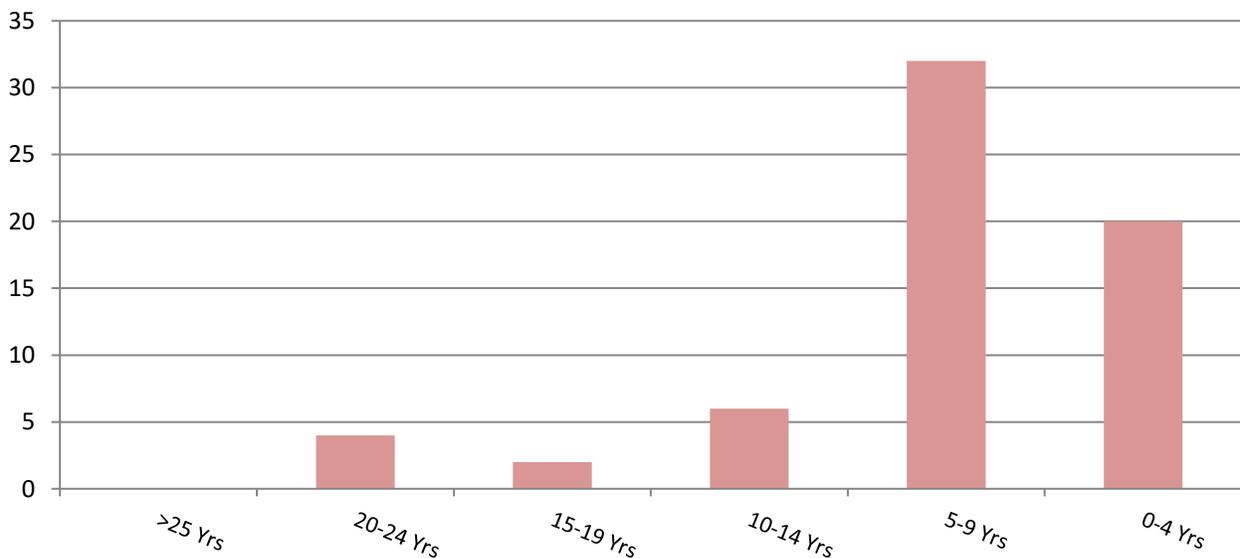
The City of Temiskaming Shores owns 64 fleet assets. The average age of the City's Fleet is 7 years. Figure 4.71 shows the age distribution for the City's fleet.

Note: Trailers, mowers and similar assets will be listed under the "Machinery and Equipment" category. The City's transit units are currently serviced by City staff if possible and operated under contract by a private contractor. Some of the smaller fleet units are currently leased under a municipal fleet program. However, still accounted for at full replacement value.

Table 4-20: Total Replacement Cost for Fleet Assets

Transportation System			
Asset Type	Quantity	Useful Life (Years)	Replacement Cost
Fire Services	11 units	10-25	\$ 3,115,000.00
Leisure Services	7 units	10-12	\$ 370,000.00
Corporate Services	2 units	10-12	\$ 60,000.00
Environmental Services	4 units	10-15	\$ 700,000.00
Transportation Services	32 units	10-20	\$ 5,715,000.00
Transit	5 units	10	\$ 2,004,439.00
Total:			\$ 11,964,439.00

Figure 4.71: Fleet Units by Age



4.9.2 Risk and Criticality Analytics

The risk and criticality calculation determines the overall risk of the Fleet asset failures. Figure 4.72 and 4.73 provides a representation of the level of risk per structure and cost. Figure 4.74 represents the total risk of the Fleet assets.

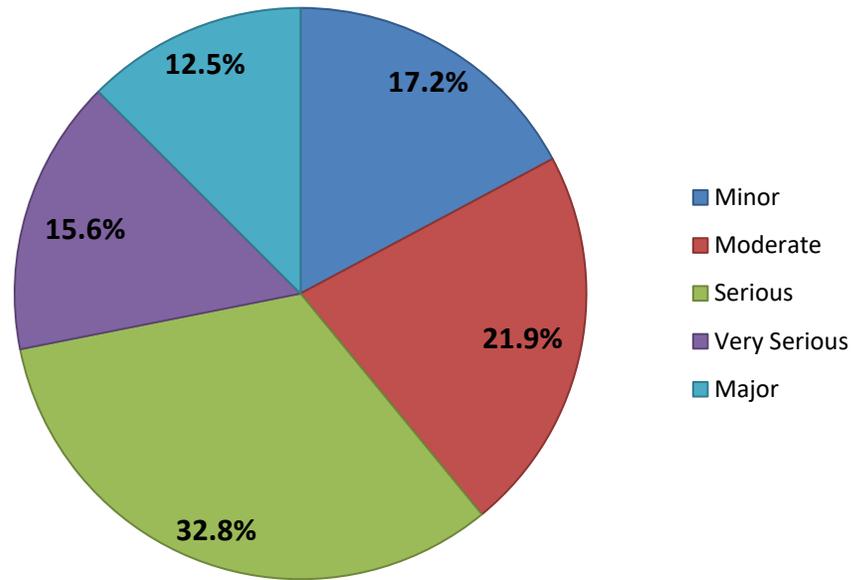
Figure 4.72: Level of Risk – Fleet (each)

Consequence	5	0.00	0.00	0.00	0.00	0.00
	4	0.00	0.00	0.00	2.00	8.00
	3	10.00	1.00	0.00	3.00	5.00
	2	4.00	0.00	0.00	1.00	9.00
	1	11.00	0.00	1.00	2.00	7.00
		1	2	3	4	5
Probability						

Figure 4.73: Level of Risk – Fleet (\$)

Consequence	5	\$ -	\$ -	\$ -	\$ -	\$ -
	4	\$ -	\$ -	\$ -	\$ 355,000	\$2,822,852
	3	\$ 390,000	\$ 60,000	\$ -	\$ 535,000	\$1,695,000
	2	\$ 160,000	\$ -	\$ -	\$ 165,000	\$2,680,000
	1	\$ 340,000	\$ -	\$ 134,000	\$ 376,000	\$2,251,587
		1	2	3	4	5
Probability						

Figure 4.74: Total Risk of Fleet Assets (%)



4.9.3 Lifecycle Activities

Figure 4.75 provides a representation of the overall cost of the lifecycle activities that the City would need to undertake in order to maintain the current level of service for its Fleet assets (10-year forecast). The City's current average annual requirements for Fleet assets total \$ 882,379 hundred thousand.

Figure 4.75: Fleet Lifecycle Cost (\$)

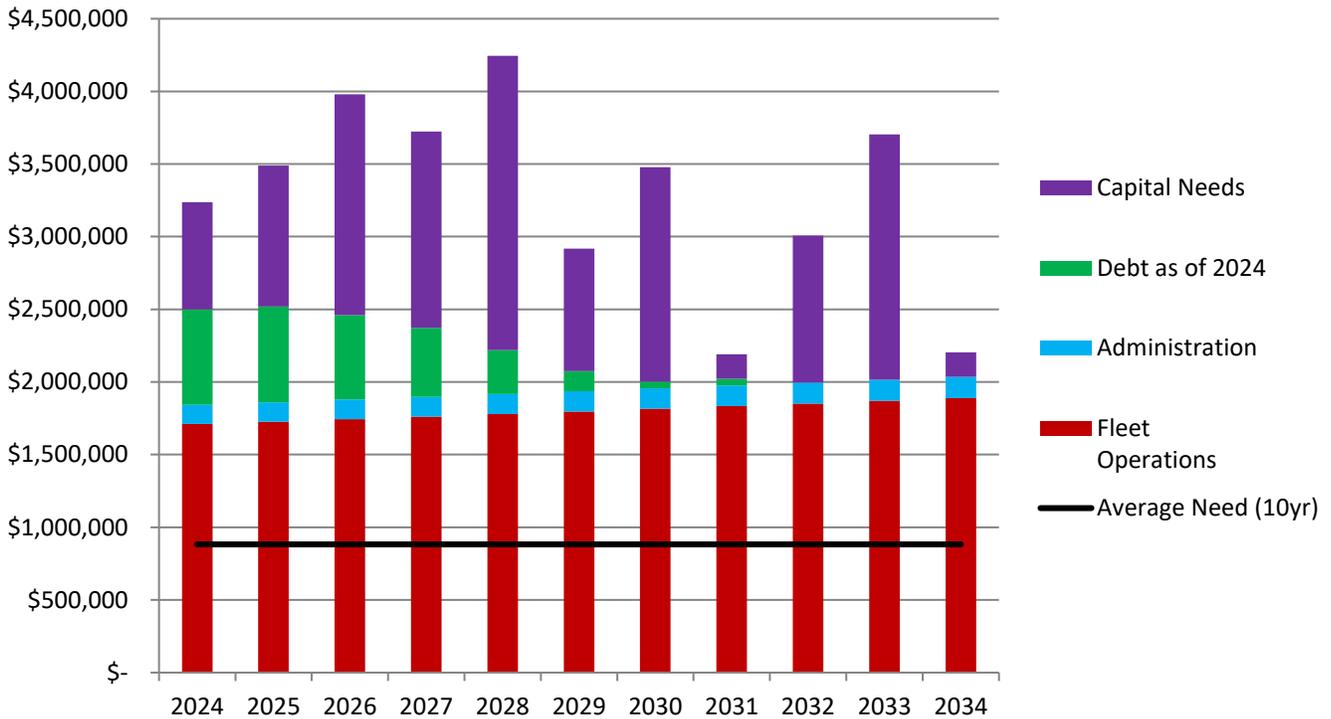
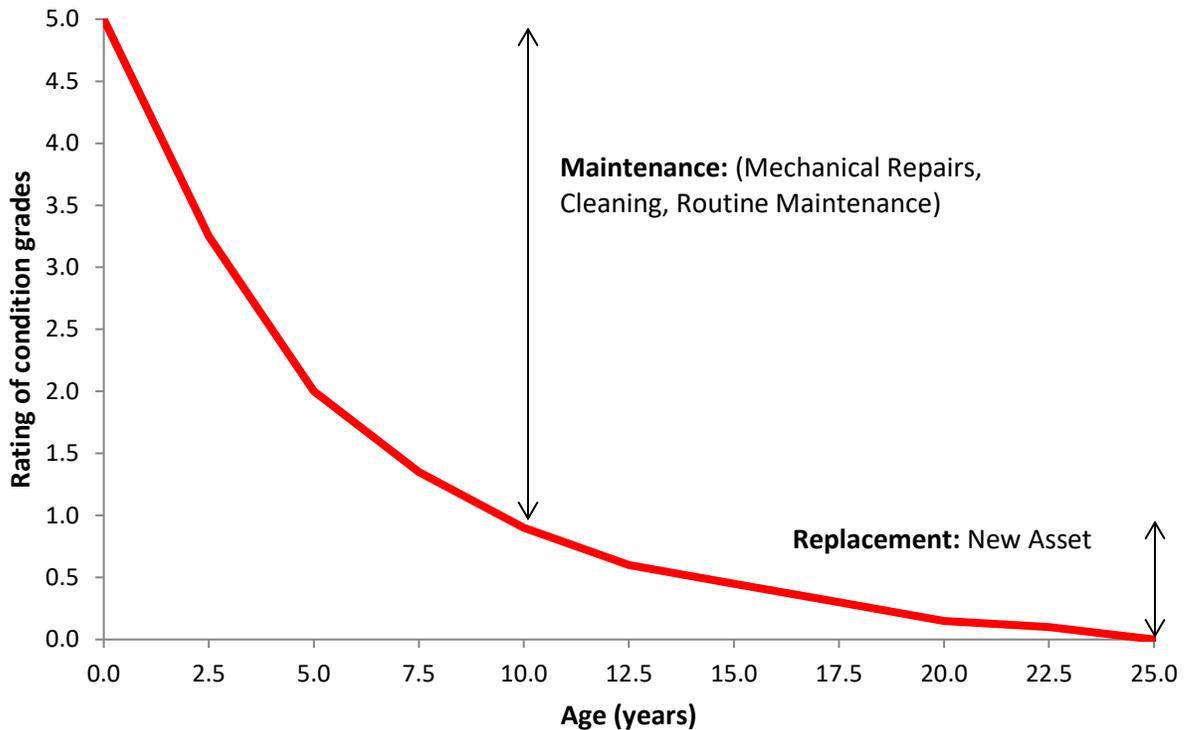


Figure 4.76 is intended to summarize the intervention strategies that are generally appropriate depending on the stage of deterioration/condition of the asset. The selection of the strategy is determined through the analysis in order to come up with the preferred intervention. It's also important to consider the approach in assessing the intervention method, in order to determine which decision can provide the most return on the investment value. It's also important to consider the varieties of factors that can cause the lifespan of the asset to vary from its expected service life. These factors can include but are not limited to:

- Quality at initial purchase
- Type of asset and its designed purpose
- Frequency of use
- Quality of repairs as needed

Note: The following lifecycle deterioration rate and strategies example will be based on the current recommended industry deterioration rates for each asset category. Fleet will be calculated with a maximum life expectancy of 25 years before a type of replacement is considered. However, small fleet assets could be calculated with a life expectancy of 10 years.

Figure 4.76: Fleet Lifecycle Intervention Strategies



Some operational lifecycle activity options for Fleet assets include but are not limited to:

- Mechanical inspections and repairs
- Routine maintenance such as fluid and tire changes
- *Possible aesthetic maintenance such as washing and cleaning*

The overall cost of these options may include wages/labour, materials, contracted/hired costs and other miscellaneous costs related to the lifecycle intervention.

4.9.4 Condition Report Card

Table 4-21 presents the average ratings and overall report card grade for the City's Fleet using a five point system. This initial report has considered age, asset use and perceived or reported physical condition in the assessment. These values may be adjusted as appropriate, as more information is gathered, or as the City upgrades the asset.

Figure 4.77: Fleet Condition Report Card (%)

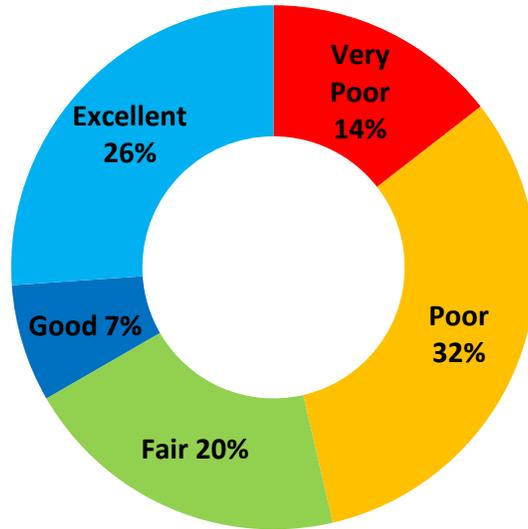
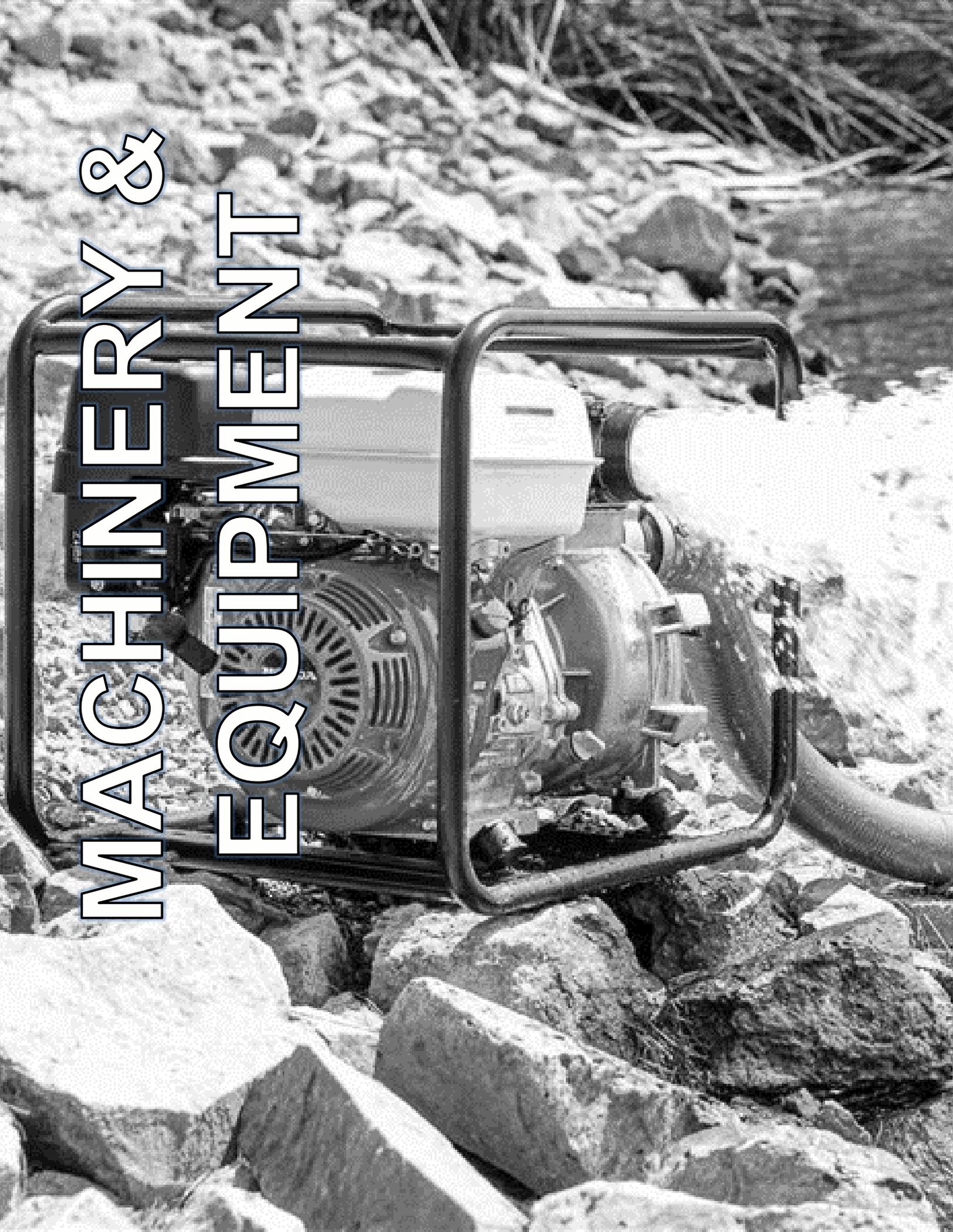


Table 4-21: Fleet Report Card

Condition Rating	Financial Rating	Overall Rating
2.99	3.50	3.25

MACHINERY & EQUIPMENT



4.10 Machinery and Equipment

4.10.1 Inventory Overview

The City of Temiskaming Shores owns a variety of miscellaneous Machinery and Equipment assets.

Note: Most assets listed aren't attributed to the operation or contents of certain buildings, facilities or location.

Table 4-22: Total Replacement Cost for Machinery and Equipment Assets

Asset Type	Quantity	Useful Life (Years)	Replacement Cost
Environmental Services	pooled	5-10	\$ 855,573.00
Transportation Services	pooled	5-10	\$ 556,300.00
Leisure Services	pooled	5-10	\$ 498,700.00
Fire Services	pooled	5-10	\$ 668,843.00
Other	pooled	5-10	\$ 123,100.00
Total:			\$ 2,702,516.00

Machinery and Equipment Age

Note: Some Machinery and Equipment assets don't have a recorded acquisition year. Therefore, an age table won't be provided for these assets as it would be inaccurate.

4.10.2 Risk and Criticality Analytics

Note: The level of risk for most Machinery and Equipment assets under this category will remain in the low risk levels due to lower social and environmental impacts. However, these assets are consistently monitored in order to allow the City to prioritize operational and capital projects based on the greatest risk of failure for each asset and service.

4.10.3 Lifecycle Activities

The overall cost of the lifecycle activities that the City would need to undertake in order to maintain the current level of service for its Machinery and Equipment assets and services is undetermined. The City's current average annual requirements for Machinery and Equipment assets are mostly "on an as-needed basis".

The intervention strategies remain the same and that are generally appropriate depending on the stage of deterioration/condition of the asset and service. The selection of the strategy is determined through the analysis in order to come up with the preferred intervention. It's also important to consider the approach in assessing the intervention method, in order to determine which decision can provide the most return on the investment value. It's also important to consider the varieties of factors that can cause the lifespan of the asset and service to vary from its expected service life. These factors can include but are not limited to:

- Quality at initial purchase
- Type of asset and its designed purpose
- Frequency of use
- Quality of repairs as needed

Note: The lifecycle deterioration rate and strategies will be based on staff recommendations and by age. These assets will be calculated with a life expectancy of 5 to 10 years before considerations for improvements or as needed based on demand.

Some operational lifecycle activity options for Recreation and Culture assets include but are not limited to:

- Mechanical inspections and repairs
- Routine maintenance
- *Possible aesthetic maintenance such as washing and cleaning*

The overall cost of these options may include wages/labour, materials, contracted/hired costs and other miscellaneous costs related to the lifecycle intervention.

4.10.4 Condition Report Card

Table 4-23 presents the average ratings and overall report card grade for the City's Machinery and Equipment using a five point system. This initial report has considered age (if known), asset use and perceived or reported physical condition in the assessment. These values may be adjusted as appropriate, as more information is gathered, or as the City upgrades the asset.

Figure 4.78: Machinery and Equipment Condition Report Card (%)

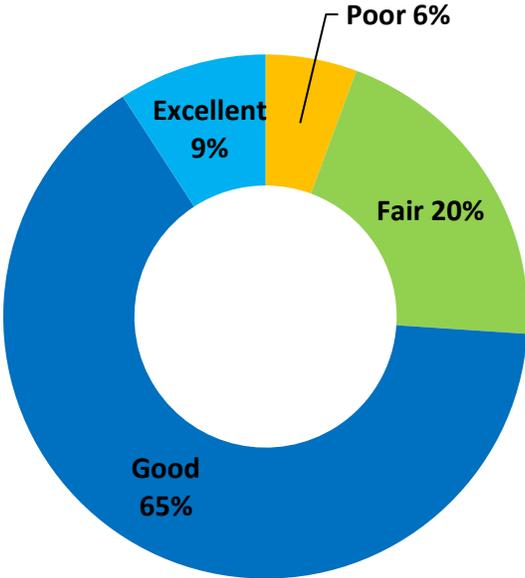


Table 4-23: Machinery and Equipment Report Card

Condition Rating	Financial Rating	Overall Rating
3.77	3.8	3.79

5. Current Levels of Service

5.1 Introduction

The levels of service are high level indicators, comprised of many factors that, as listed below, establish defined quality thresholds at which municipal services should be supplied to the community. They support the organization's strategic goals and are based on customer expectations, statutory requirements, standards, and the financial capacity of a municipality to deliver those levels of service.

Levels of Service are used:

- to inform customers of the proposed type and level of service to be offered;
- to identify the costs and benefits of the services offered;
- to assess suitability, affordability and equity of the services offered;
- as a measure of the effectiveness of the asset management plan
- as a focus for the AM strategies developed to deliver the required level of service

In order for a municipality to establish a current level of service, it will be important to review the key factors involved in the delivery of that service, and the interactions between those factors. In addition, it will be important to establish some key performance metrics and track them over an annual cycle to gain a better understanding of the current level of service supplied.

Within this Asset Management Plan, key factors affecting level of service will be outlined below and some key performance indicators for each asset type will be outlined for further review. This will provide a framework and starting point from which the City can determine future desired levels of service for each infrastructure class.

The City of Temiskaming Shores target Levels of Service have been linked to Council's vision, goals and objectives for infrastructure assets as presented in Section 2, *Asset Management Policy*, of this Plan and include the key factors listed below.

5.2 Key Factors that Influence Level of Service

- Strategic and Corporate Goals
- Legislative and Regulatory Requirements
- Expected Asset Performance
- Community Expectations
- Availability of Finances

5.2.1 Strategic and Corporate Goals

Infrastructure levels of service can be influenced by strategic and corporate goals. Strategic plans spell out where an organization wants to go, how it's going to get there, and helps decide how and where to allocate resources, ensuring alignment to the strategic priorities and objectives. It will help identify priorities and guide how municipal tax dollars and revenues are spent into the future. The level of importance that a community's vision is dependent upon infrastructure, will ultimately affect the levels of service provided or those levels that it ultimately aspires to deliver.

5.2.2 Legislative and Regulatory Requirements

Infrastructure levels of service are directly influenced by many legislative and regulatory requirements. For instance, the Safe Drinking Water Act, the Minimum Maintenance Standards for municipal highways, Ontario Building Code, and the Accessibility for Ontarians with Disabilities Act are all legislative requirements that prevent levels of service from declining below a certain standard.

5.2.3 Expected Asset Performance

A level of service will be affected by current asset condition, and performance and limitations in regards to safety, capacity, and the ability to meet regulatory and environmental requirements. In addition, the design life of the asset, the maintenance items required, the rehabilitation or replacement schedule of the asset, and the total costs, are all critical factors that will affect the level of service that can be provided.

5.2.4 Community Expectations

Levels of services are directly related to the expectations that the general public has from the infrastructure. For example, the public will have a qualitative opinion on what an acceptable road looks like, and a quantitative one on how long it should take to travel between two locations. Infrastructure costs are projected to increase dramatically in the future, therefore it is essential that the public is not only consulted, but also be educated, and ultimately make choices with respect to the service levels that they wish to pay for.

5.2.5 Availability of Finances

Availability of finances will ultimately control all aspects of a desired level of service. Ideally, these funds must be sufficient to achieve corporate goals, meet legislative requirements, address the asset's life cycle needs, and meet community expectations. Levels of service will be dictated by availability of funds or elected officials' ability to increase funds, or the community's willingness to pay.

5.3 Key Performance Indicators

Performance measures or key performance indicators (KPI) that track levels of service should be specific, measurable, achievable, relevant, and time bound (SMART). Many good performance measures can be established and tracked through software products. In this way, through automation, results can be reviewed on an annual basis and adjustments can be made to the overall asset management plan, including the desired level of service targets.

In establishing measures, a good rule of thumb to remember is that maintenance activities ensure the performance of an asset and prevent premature aging, whereas rehab activities extend the life of an asset. Replacement activities, by definition, renew the life of an asset. In addition, these activities are constrained by resource availability (in particular, finances) and strategic plan objectives. Therefore, performance measures should not just be established for operating and maintenance activities, but also for the strategic, financial, and tactical levels of the asset management program. This will assist all levels of program delivery to review their performance as part of the overall level of service provided.

This is a very similar approach to the “balanced score card” methodology, in which financial and nonfinancial measures are established and reviewed to determine whether current performance meets expectations. The “balanced score card”, by design, links day to day operations activities to tactical and strategic priorities in order to achieve an overall goal, or in this case, a desired level of service.

The structure of accountability and level of indicator with this type of process is represented in the following diagram, modified from the InfraGuide’s best practice document, “Developing Indicators and Benchmarks” published in April 2003.

Level of Indicator Municipal Structure

Strategic	Council & City Manager
Tactical	Department Directors and Managers
Operational	Departmental Divisions

As a note, a caution should be raised over developing too many performance indicators that may result in data overload and lack of clarity. It is better to develop a select few that focus in on the targets of the asset management plan.

Outlined below for each infrastructure class is a suggested service description, suggested service scope, and suggested performance indicators. These should be reviewed and updated in each update of the Asset Management Plan.

Core Values

Accessibility – Services are available and accessible for customers who require them.

Reliability – Services are provided with minimal service disruption and are available to customers in line with needs and expectations.

Safety – Services are delivered such that they minimize health, safety and security risks.

Regulatory – Services meet regulatory requirements of all levels of government.

Affordability – Services are suitable for the intended function (fit for purpose).

Sustainability – Services are designed to be used efficiently and long-term plans are in place to ensure that they are available to all customers into the future.

5.3.1 Water Service Delivery

- To provide clean and safe drinking water through a distribution network of water mains and pumps.

5.3.2 Sanitary Service Delivery

- To provide removal of waste water through a collection network of sanitary sewer mains.

5.3.3 Stormwater Service Delivery

- To provide removal of storm water through a collection network of storm sewer mains and catch basins.

5.3.4 Transportation Service Delivery

- To provide the ability of movement of people and goods.
- To provide access to residential, commercial, and industrial properties and other community amenities.
- To provide and encourage recreational use, such as walking, cycling, or special events such as parades.

5.3.5 Solid Waste Service Delivery

- To provide of clean, safe, economic and efficient disposal and/or recycling of waste.

5.3.6 Facilities and Leisure Service Delivery

- To provide adequate quality, functional and safe recreational areas, facilities.

5.3.7 Municipal Fleet

- To provide economic and efficient services to assist with the delivery of other services as noted above.

5.3.8 Performance Indicators

Strategic Indicators	<ul style="list-style-type: none"> ▪ Percentage of total reinvestment compared to asset replacement value ▪ Completion of strategic plan objectives
Financial Indicators	<ul style="list-style-type: none"> ▪ Annual revenues compared to annual expenditures ▪ Annual replacement value depreciation compared to annual expenditures ▪ Total cost of borrowing compared to total cost of service ▪ Revenue required to maintain annual network growth
Tactical Indicators	<ul style="list-style-type: none"> ▪ Percentage of network in need of rehabilitated / reconstructed ▪ Value of rehabilitated or reconstructed projects ▪ Overall condition index as a percentage of desired condition index ▪ Annual adjustment in condition indexes ▪ Annual percentage of network growth ▪ Percentage of assets where the condition is rated poor or critical ▪ Percentage of network replacement value spent on operations and maintenance
Operational Indicators	<ul style="list-style-type: none"> ▪ Percentage of network inspected within last year ▪ Operating and maintenance costs for various assets as needed ▪ Number of notices and advisories issued ▪ Number of customer requests received annually ▪ Percentage of customer requests responded to within 24 hours

5.3.1 Performance Measures Analysis

Service	Description	Performance Measures	2021	2022	2023
Water	The City's drinking water system provides all of its drinking water to the communities of North Cobalt, Haileybury, New Liskeard, Dymond and also can provides fire protection within these communities. See appendix B for the City's water distribution map.	Percentage of properties connected to the municipal water system.	66.9%	67.0%	67.0%
		Percentage of properties where fire flow is available.	50.1%	50.1%	50.1%
	A boil water advisory is a public health advisory issued by governmental or other health authorities to consumers when a community's drinking water is or could be contaminated by pathogens. Advisories are typically lifted within 24 to 48 hours, once the laboratory results have confirmed that the water is free from contamination and safe to drink. Note that regulations and standards are subject to change that impact procedures and reporting.	The number of connection-days per year where a boil water advisory notice is in place compared to the total number of properties connected to the municipal water system.	4 / 3850	17 / 3850	20 / 3850
		The number of connection-days per year due to water main breaks/repairs compared to the total number of properties connected to the municipal water system.	81 / 3850	109 / 3850	93 / 3850

Service	Description	Performance Measures	2021	2022	2023
Sanitary	The City's sanitary system provides the collection and disposal of wastewater to the communities of North Cobalt, Haileybury, New Liskeard, Dymond. See appendix B for the City's wastewater collection system map.	Percentage of properties connected to the municipal wastewater system.	66.8%	66.9%	66.9%
	A combined sewer system collects rainwater runoff, domestic sewage and industrial wastewater into one pipe. The City does not have this type of system within it's sanitary and storm network.	The number of events per year where combined sewer flow in the municipal wastewater system exceeds system capacity compared to the total number of properties connected to the municipal wastewater system.	-	-	-
	Sewer overflows can occur in almost every sanitary system even though systems are intended to collect and contain all the sewage that flows into them. The main cause for overflows occur when too much rainfall or snowmelt infiltrates the sanitary system or by blockages. Some excess water can also inflow through roof drains connected to sewers and broken or badly connected service lines and mains. This excess in flow can surpass the systems capacity resulting in overflows. Large objects can also infiltrate the system causing blockages resulting in overflows.	The number of connection-days per year due to wastewater backups compared to the total number of properties connected to the municipal wastewater system. (Sewer Mains only)	1 / 3850	3 / 3850	1 / 3850
	The City currently has some controled preventative measures to avoid and minimize the risk of overflows within the sanitary system. This has been achieved by the implementation of a proper operation inspection and maintenance program, upsizing the pipe diameter or treatment plant if needed when a reconstruction occurs and by emergency bypassing at lift stations and treatment plants to surrounding rivers and lakes. Emergency bypassing/overflow is an event where raw sewage can bypasse all treatment processes with the exception partial disinfection before being discharged to the environment. This method can prevent damages to treatment plants and to the collection system. However, this method should and is only considered as a last measure of protection.	The number of effluent violations per year due to wastewater discharge compared to the total number of properties connected to the municipal wastewater system.	11 / 3850	1 / 3850	13 / 3850

Service	Description	Performance Measures	2021	2022	2023
Storm	The City's storm management system provides the collection and disposal of surface water to the communities of North Cobalt, Haileybury, New Liskeard, Dymond. See appendix B for the City's storm collection system map. Note as per designed capacity.	Percentage of properties in municipality resilient to a 100-year storm.	95 % (Pending study for confirmation)		
		Percentage of the municipal stormwater management system resilient to a 5-year storm.	100 % (Pending study for confirmation)		

Service	Description	Performance Measures	2021	2022	2023
Roads	The City's road network provides the means of transportation to the communities of North Cobalt, Haileybury, New Liskeard, Dymond. See appendix B for the City's road network and classes. Refer to section 4.5.3 for condition rating Refer to section 6.3.3 for condition analysis strategies	Number of lane-kilometres of each of arterial roads, collector roads and local roads as a proportion of square kilometres of land area of the municipality.	Arterial = 62.6 Lkm Collector = 71.2 Lkm Total Land = 178.1 km ² Local = 282.9 Lkm		
		For paved roads in the municipality, the average pavement condition index value.	66	62	60
		For unpaved roads in the municipality, the average surface condition (e.g. excellent, good, fair or poor).	Good	Good	Good

Service	Description	Performance Measures	2021	2022	2023
Bridges	The City has many different types of bridges that can support many traffic types. The majority of the City's bridges can support heavy transport vehicles, motor vehicles, pedestrians and cyclists. Refer to section 4.5.3 for condition rating Refer to section 6.3.3 for condition analysis strategies	Percentage of bridges in the municipality with loading or dimensional restrictions.	10%	10%	10%
		For bridges in the municipality, the average bridge condition index value.	72.6	72	71.8
		For structural culverts in the municipality, the average bridge condition index value.	70.6	65	59

5.4 Data Collection

To appropriately record, track and monitor Levels of Service, the City will continue with or initiate programmes to collect the following types of information in addition to using discrete asset identifiers:

5.4.1 Water Services

1. Date of break or water quality incident
2. Location of break or water quality incident
3. Cause of break or water quality incident
4. Estimated water loss
5. Pipe characteristics (diameter, material, installation year)
6. Time taken to respond to the incident
7. Time taken to return water mains back to service

5.4.2 Sanitary Services

1. Date of blockage
2. Location of blockage
3. Cause of blockage
4. Pipe characteristics (diameter, material, installation year)
5. Time taken to respond to the incident
6. Time taken to return sewer back to service
7. CCTV inspection or pipe condition rating

5.4.3 Stormwater Services

1. Date of blockage or “*flooding on road*” incident
2. Location of blockage / flood (road and location on road)
3. Rainfall depth for discrete events
4. Time taken to respond to the incident
5. Time taken to return road back to service
6. Pipe characteristics (diameter, material, installation year)
7. CCTV inspection or pipe condition rating

5.4.4 Road Network

1. Road name inclusive of location (from/to)

2. Physical road characteristics (surface material, installation year)
3. Provincial road classification
4. Maintenance performed on the road (task and the date most recently resurfaced)
5. Pavement condition survey resulting in a Pavement Condition Index (PCI)
6. Average Annual Daily Traffic (AADT) if measured or reported
7. Annual operating costs for hard surface roads

5.4.5 Bridges

1. Bridge Name, Location & Provincial Bridge File Number
2. Bridge Characteristics (construction type, material, installation year)
3. Maintenance conducted on bridge (task and the date most recently repaired)
4. Bridge Condition Index (BCI) as per OSIM inspection
5. Average Annual Daily Traffic (AADT) report as per OSIM inspection
6. Detour route based on OSIM inspection
7. Bi-annual appraisal reports

5.4.6 Buildings and Facilities

1. Building Name, Location and Intended use.
2. Building Characteristics (construction type, material, contents and age)
3. Maintenance conducted on buildings (task and the date most recently repaired)
4. Annual operating costs
5. Structural condition inspection and reports

5.4.7 Street & Traffic Control Lighting

1. Pole location (GPS co-ordinates and number)
2. Pole material /condition
3. Luminaire characteristics (arm length, bulb type and wattage, installation year)
4. Luminaire condition
5. Maintenance conducted on light (task and the date most recently repaired)
6. Annual operating costs for lighting (Hydro consumption)

5.4.8 Other Asset Groups

6. Location and number
7. Characteristics (type, material and approximate age)

8. Maintenance conducted on asset (task and the date most recently repaired)
9. Annual operating costs if required
10. Condition inspection and reports if conducted

6.Asset Management Strategy

6.1 Introduction

6.1.1 Approach

An Asset Management Strategy can be broken down into six types of planned actions:

Non-infrastructure solutions

- Actions or policies that impact the total lifecycle cost or lifespan of individual assets or asset networks.

Operations & maintenance activities

- Standard Operating Procedures and regularly scheduled inspections and maintenance.

Renewal / rehabilitation activities

- Significant repairs that improve assets' condition and extend the useful lifespan.

Replacement activities

- Activities at the end of assets' useful lifespan. Assets can be replaced with similar infrastructure, alternative infrastructure or non-infrastructure solutions to meet or adjust the service needs.

Disposal activities

- Activities related with the removal and safe disposal of assets upon completion of the service life, the replacement, or when otherwise no longer needed by the City.

Expansion activities

- Activities required to extend service, meet growth demands, or increase the levels of service provided.

In addition to the planned actions, the Asset Management Strategy addresses the procurement methods, and provides an overview of risks associated with the Strategy.

6.1.2 Asset Replacement Strategy Overview

The Asset Management Strategy considers the estimated unit replacement cost to forecast the capital investment required on five-year intervals in the 25 year time horizon between 2022 and 2047. Replacement costs were calculated using 2023 dollars with an inflation rate of 3

percent. Where the per unit replacement cost estimate was less than the replacement cost cited in the public sector accounting board (PSAB) 3150 registry, the greater value was used.

For the initial 10 year period, infrastructure replacement has been optimized between the road network, water system, sanitary sewer system, and storm water system. Since the road network requires the most frequent capital interventions, it was used as the basis for driving the strategy. If the buried infrastructure was within 10 years of its estimated Service Life when the road was scheduled to be rehabilitated or replaced, the capital replacement of the buried asset would be accelerated to correspond with the road intervention. The objective of this coordination of effort is to minimize disruptions to the public, while reducing overall costs by bundling activities.

To forecast the cost for replacing assets, a variety of assumptions were made as outlined in the following sections. The estimated unit costs were compared with recent, local construction costs and compared with the replacement cost estimates recorded in the City’s PSAB registry. The larger total replacement cost has been applied. This decision was made assuming that the greater value would provide a greater tolerance for errors in the estimates. Moving forward, the City will track infrastructure investments to improve the accuracy and reliability of unit replacement cost estimates as well as enable the inclusion of non-capital (operations and maintenance) expenditures in the Plan.

6.1.2.1 Water Services

The following assumptions were made in estimating the per unit replacement cost:

- The replacement cost estimate includes:
 - ✓ Excavation, supply and installation of pipe, fire hydrants and valves; and
 - ✓ Excavation, supply and installation of 19mm water services to property line (15 m or 50 foot lot frontage is assumed as an overall City average).
- The replacement cost does not include removal of retired assets or provision of a temporary water main.
- Water main depth of 2.5 to 3.0 m.

Table 6-1 below shows the cost to replace each asset category in the City of Temiskaming Shores.

Table 6-1: Replacement Cost for Water Infrastructure

Asset Component	Replacement Cost per Metre (2023)
Water Mains 150mm	\$ 620
Water Mains 200mm	\$ 660
Water Mains 250mm	\$ 720
Water Mains 300mm	\$ 806

Water Mains 450mm	\$ 1047
Water Valves	\$ 1500 - \$6000
Hydrants	\$ 8000
Specialized Valves	CPI
Water Facilities	CPI

*Note – Pipe diameters less than 150 mm will be replaced with 150 mm water mains. Estimated cost for replacement includes all pipe, appurtenances and service connections. Pipe diameters greater than 300 are assumed to be transmission lines from source/plant to reservoir with no service connections. CPI (refer to the construction price index)

6.1.2.2 Sanitary Services

The following assumptions were made in estimating the per unit replacement cost:

- The replacement cost estimate includes:
 - ✓ Excavation, supply and installation of pipe and maintenance hole structures; and
 - ✓ Excavation, supply and installation of 125mm sanitary sewer services to property line (15 m or 50 foot lot frontage is assumed as an overall City average).
- The replacement cost does not include removal of retired assets or diversion of existing flows.
- Sanitary main depth of 2.8 to 3.0 m.

Table 6-2 below shows the cost to replace each asset category in the City of Temiskaming Shores.

Table 6-2: Replacement Cost Sanitary Infrastructure

Asset Component	Replacement Cost per Metre (2023)
Sanitary Mains 200mm	\$ 550
Sanitary Mains 250mm	\$ 580
Sanitary Mains 300mm	\$ 600
Sanitary Mains 375mm	\$ 620
Sanitary Mains 450mm	\$ 650
Sanitary Mains 525mm	\$ 750
Manholes (depth)	\$ 3800
Specialized Valves	CPI
Wastewater Facilities	CPI

*Note – Pipe diameters less than 200 mm will be replaced with 200 mm sanitary sewer mains. Estimated cost for replacement includes all pipe, appurtenances and service connections. Pipe diameters greater than 450 are assumed to be truck mains with minimal service connections. CPI (refer to the construction price index)

6.1.2.3 Stormwater Services

The following assumptions were made in estimating the per unit replacement cost:

- The replacement cost estimate includes:
 - ✓ Excavation, supply and installation of pipe, catch basin, maintenance hole structures and culverts.
- The replacement cost does not include removal of retired assets.
- Stormwater main depth of 2.5 to 3.5 m.

Table 6-3 below shows the cost to replace each asset category in the City of Temiskaming Shores.

Table 6-3: Replacement Cost Stormwater Infrastructure

Asset Component	Replacement Cost per Metre (2023)
Storm Mains 300mm	\$ 550
Storm Mains 350mm	\$ 580
Storm Mains 450mm	\$ 610
Storm Mains 600mm	\$ 740
Storm Mains 750mm	\$ 750
Storm Mains 800mm	\$ 825
Storm Mains 900mm	\$ 900
Storm Mains 1000mm and greater	\$ 1020
Catch Basins (depth)	\$ 3200

*Note – Pipe diameters less than 300 mm will be replaced with 300 mm stormwater mains. Estimated cost for replacement includes all pipe, appurtenances and service connections where required.

6.1.2.4 Roads Network

The capital forecast for the Road Network assumed that the short-term needs (investments for the first 10 years) would follow the interventions identified in the review of the Roads Needs Study. The long-term forecast was developed utilizing the public sector accounting board (PSAB) records being integrated with the results from the Roads Needs Study. There is some degree of risk for duplication of costs; however, this is considered a minor risk in that the accuracy of such a forecast typically decreases as the time horizon increases.

The following assumptions were made in estimating the per unit replacement cost for the long-term forecast:

Asphalt Surface

- The replacement cost estimates assumes that all existing asphalt areas will be replaced with asphalt.

- Asphalt depth is assumed at 90 mm for Class 2 and 50mm for Class 3 to 6.
- Price does not include asphalt removal.
- Price is for supply, haul, place and compaction of asphalt only.

Surface Treatment

- The replacement cost estimates assume that all existing surface treatment areas will be replaced with surface treatment.
- Surface treatment application is assumed to be double prime treatment at first application followed by a third application after year three.
- Surface treatment of existing gravel surface roadways will be carried out at a rate of no less than 3.0 kilometres per year.
- Price does not include pulverizing or grading of existing surface.
- Price is for supply, haul, place and compaction of Class 2 aggregate and emulsion.

Gravel

- The replacement cost estimates assume that all remaining gravel surfaces areas will be resurfaced every ten (10) years.
- Granular application is assumed to be 75 mm in depth.
- Price does not include pulverizing or grading of existing surface.
- Price does not include re-grading of roadside ditches prior to placement of granular material.
- Price is for supply, haul, place and compaction of Granular “A” aggregate.
- Roadway stabilization, in advance of surface treatment to be considered.

Sidewalks

- The replacement cost estimates assumes that all existing sidewalks will be replaced with the same surface type.
- Price does not include sidewalk removal.

Bridges and Large Diameter Culverts

- The replacement cost estimates are based on the city’s initial construction cost with the addition of the inflation rates.

Table 6-4 below shows the cost to replace each asset category in the City of Temiskaming Shores.

Table 6-4: Replacement Cost Transportation Infrastructure

Asset Component	Replacement Cost per Square Metre (2023)
Asphalt 90mm	\$ 71.25
Asphalt 50mm	\$ 32.50
Surface Treatment	\$ 10
Gravel	\$ 5.54
Sidewalk – (Concrete or Brick)	\$ 130
Bridges & Large Dia. Culverts	CPI

*Note - CPI (refer to the construction price index)

6.1.2.5 Other Asset Groups

The following assumptions were made in estimating the per unit replacement cost:

- Assets under “Building and Facilities” and some “Recreation and Culture” are based on the City’s initial construction cost or the replacement insured value of the structure with the addition of the inflation rates and the approximate value of its contents.
- Assets under “Solid Waste”, “Fleet”, “Machinery and Equipment” and some “Recreation and Culture” are based on the initial purchase of each unit.

6.2 Non-Infrastructure Solution

6.2.1 Data Collection Strategies

Data Collection Preparation

A meeting should be arranged shortly prior to, or as part of collection projects, in order to determine what information is to be updated or augmented, what information is currently available and what the condition is of that information. To facilitate this, an initial data review should be conducted of available data related to the collection exercise. Sources of information should include but not be limited to:

- Infrastructure master plans
- Water & sewer models
- Engineering as-built or record drawings
- Planning studies
- Paper maps
- AutoCAD drawings or GIS files/databases
- Inspection reports
- Imagery

These data-sources should be integrated into a single source appropriate for the data collection exercise. It is generally good practice to house this information in a database. If field staff are performing the data collection using a digital collector (GPS, tablet etc.), where possible, the database should be loaded onto this device so that updates can be made directly. The data schema and populated database should be reviewed prior to commencement of collection and be returned for review and quality assurance and control after collection. A data gap analysis will then be performed that will assess the level of effort required to complete the inventory and identify any assumptions to be made. It is important to note that the completeness and accuracy of the inventory is based on the available existing information, staff knowledge and the visibility of above ground assets. If possible and acceptable, some data may be synthesized based on existing data, but must be flagged as such in the database. Only after all available data-sources have been exhausted should field collection be considered.

Field Data Collection

After all pertinent and available information has been compiled, verified and audited (with appropriate reporting), a field data collection task may be necessary to determine additional or still missing information. A meeting will be held to determine the level of detail required and final use of the information. This will include confirmation and sign-off of the proposed data-model, as well as a detailed list of assets to be collected and what information about those assets is to be collected (overall schema). Sign-off will also be obtained if any special access

is required on-site as well as any safety equipment required. All tools to be used in the data collection will be presented to the client at this time.

The field crew supervisor will ensure that all field members are aware of their duties and responsibilities. It is vital that appropriately trained field staff be used, particularly if inspections requiring sign-off are required. Inspection forms will be pre-populated if possible. Each field crew member will be responsible for the entirety of their work. If possible, a small pilot area should be completed and submitted for comment.

Once all field data has been collected, it will be compiled within the agreed upon schema and quality assurance and control, standardization and normalization. Once this is complete, the database will be reviewed at a follow up meeting to discuss the results and further requirements.

6.2.2 Data Management Strategies

Information that is collected by the Municipality represents a significant investment of staff time and resources. Proper information and data management processes and procedures are vital to an organisation's ability actively and effectively make use of available resources to provide an appropriate level of service to their customers as well as prepare required reports for auditing and financial purposes such as the public sector accounting board (PSAB) 3150 reporting. It is therefore critical that this information be regularly maintained to ensure the integrity of the information and allow for improved decision making and management of the Municipality's assets. The ability to rely on information is expected to become even more crucial as future Provincial and Federal funding programs become contingent on the accuracy of collected data.

While the City of Temiskaming Shores has a wealth of information available, the development of this Plan has highlighted the need for a more robust and streamlined data management strategy. At its core, a proper data management strategy can be broken down into four primary questions:

- What data should I be collecting and why?
- How should I store this information once collected?
- How often should I review my collected data and how should I maintain it?
- Are there any software / hardware applications available to me that will not only allow me to collect, store and maintain this information but also allow me to use this information to answer questions?

To effectively manage the infrastructure data, the Municipality will adopt a Data Management Policy in line with the following policy statement:

It should become the policy of the Municipality to manage their data effectively and efficiently. This should be done through the use of appropriate computerized applications and databases and the collection and storage only of information that has an immediate use and / or answers an immediate business need as required of the Municipality.

This data will be maintained on a regular schedule for each individual dataset by general agreement or Government mandate.

Metadata defining what data has been collected is available and describing the data in terms of what it represents and how current it is will also be provided.

Once an appropriate data model has been determined and agreed upon, the City will create a schedule to determine who will be responsible for each primary data set, how often this information will be reviewed and how often new collections will be done. This information should be recorded as part of the asset information as metadata so that users know how current the information is.

It should be noted that some information may be acquired from other Agency sources such as the Canadian GeoBase (<http://geobase.ca>). This is a free data source that includes the National Road Network which is maintained by the Federal and Provincial governments. Sources such as this may be used to reduce the time required to maintain key datasets.

6.2.3 Information Storage Strategy

How information is stored is as important if not more so than the information itself. The reason for this is that information storage often dictates not only how easily or quickly information may be accessed and used, but also how it is used in terms of formatting etc.

It is recommended that the City adopt a relational database model for the storage of collected information. Ideally, the City would be able to house all information within a single database structure. Practically though, certain key systems such as finance and taxation are required to be contained within their own systems. This does not preclude however the ability to link information between applications.

The primary advantages of storing information using a database model are that agreed upon data standards are enforced and the duplication of information is reduced or eliminated ensuring that staff use the same information. Examples of this would include street name lists, address lists, assessment role numbers, etc.

6.2.4 Software / Hardware Strategy

Software and hardware are often seen and promoted as “solutions.” However, they should really be viewed as tools to assist in providing core functions required by City staff.

Databases

As discussed above, database technology is strongly recommended to assist in the storage and retrieval of information. Common applications such as MS Excel can link to a database to retrieve information and provide statistical and empirical evidence and graphs. Databases also excel as interacting with each other such that information can be passed from one system to another relatively easily. Lastly, databases often act as what is termed a “back end” to front facing applications such as finance and taxation systems, asset and customer management systems, maintenance management systems and geographic information systems (GIS).

As discussed above, it is recommended that the City consider a detailed review of enterprise database applications such as Microsoft SQL Server, Oracle, MySQL, PostgreSQL or similar products.

Asset Management

Asset management has become a major concern in recent years for several reasons. Municipalities are aware that much of their above and below ground infrastructure is on the decline. Financial responsibilities have required municipalities to make due with less. Provincial and Federal funding is now being linked to a municipality's ability to show evidence of need (PSAB 3150 reporting).

Asset Management applications take the information that is collected and provided about an asset and assist with the decision making process to allow staff to determine what course of action to take regarding an asset and when.

Maintenance Management

A maintenance management system can assist with the tracking of work performed against specific assets. The detail to which activity is tracked may vary to include costing and time / resources require or may be more general that an activity was performed. This information may be aggregated at regular intervals to assist with establishing a base line for how well an asset is performing.

6.2.5 Neighbouring Municipalities

Municipalities working together can present significant opportunities and benefits. The City of Temiskaming Shores currently works with the surrounding Townships for the maintenance, operational and capital costs associated with the boundary roads.

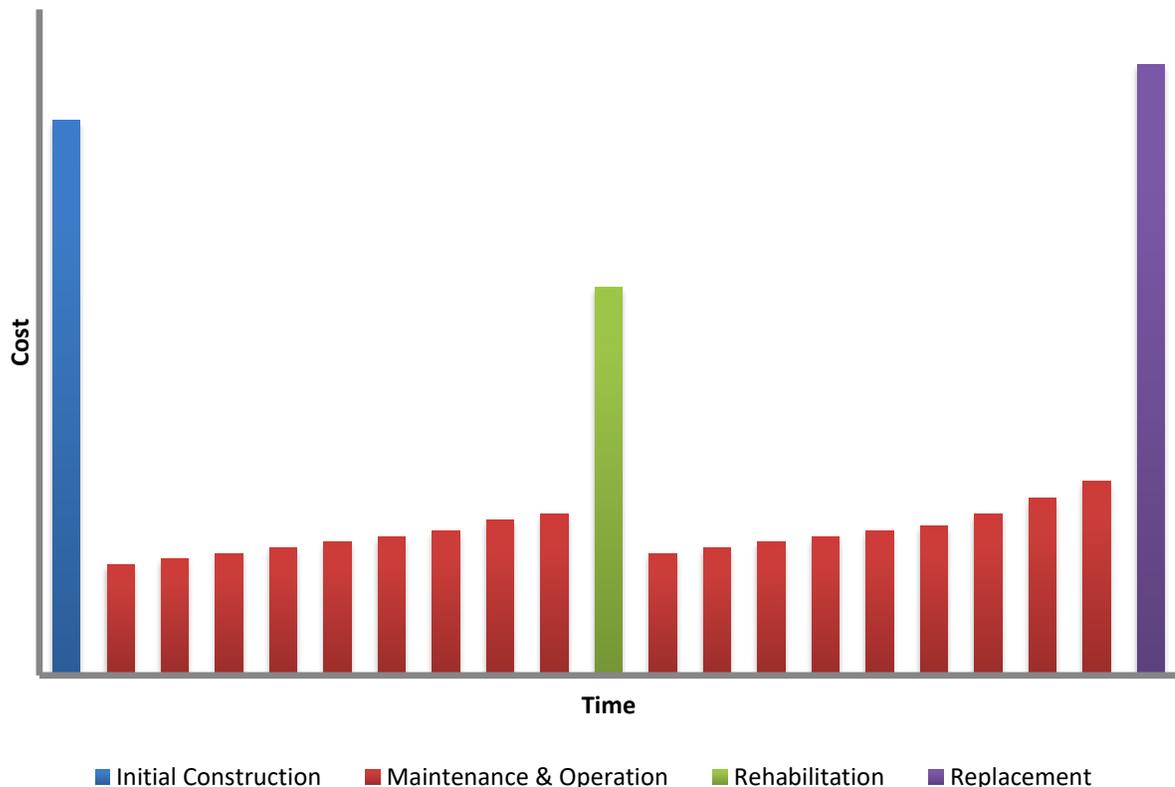
- Township of Hudson – 50% cost for Pipeline Rd
- Township of Harley – 50% cost for Uno Park Rd + 50% cost for 2 bridges
- Township of Harris – 50% cost for Sale Barn Rd

6.3 Lifecycle Management

Lifecycle cost is the is the total cost of an asset throughout its life including planning, design, construction, operation, maintenance, renewal, replacement and disposal costs.

Figure 6.1, illustrates how costs typically accumulate over an asset's life.

Figure 6.1: Accumulation of Costs Over an Asset's life



6.3.1 Maintenance and Operation Activities

The City realizes the benefits of lower-cost treatment methods such as preventive maintenance and light rehabilitation activities. However, more costly treatments such as heavier rehabilitation and full reconstruction may become necessary.

Allowing the assets to deteriorate further, triggers the need for heavier rehabilitation strategies. Although heavy rehabilitation and full reconstruction is typically less cost-effective than maintenance and light rehabilitation in the short term, it's still preferable to apply this type of strategy to lower the maintenance cost in the long term.

The City of Temiskaming Shores currently has several infrastructure condition monitoring, assessment programs and maintenance programs in place, including:

Water System Maintenance and Programs

The entire water system is inspected under on an annual basis. Each year, of the pipes are flushed and inspected. Defects or underperformance of the system are recorded and coded to correspond with Safe Drinking Water Act standards. Once complete, this will form the benchmark for comparing asset condition.

Sanitary and Stormwater System Maintenance and Programs

The entire Sanitary and Storm Sewer systems are inspected under a seven year program. Each year, a selection of the pipes are flushed and inspected. Defects are recorded and coded to correspond with Pipeline Assessment Certification Program standards. Once complete, this will form the benchmark for comparing asset condition. Moving forward, it is recommended that consideration be given to prioritizing the inspection according to the expected deterioration of the system.

Transportation System Maintenance and Programs

The City abides by the Ministry's minimum maintenance standards, which specifies the frequency that roads and sidewalks need to be patrolled and how issues, including pothole, winter maintenance, etc., are addressed based on the road classification.

The Roads Needs Study is completed every 3 years utilizing internal and external forces. The last Roads Needs Study review was completed in 2023. The study reviews the road network, broken down into sections consistent in their characteristics, and records a variety of performance and condition details for each. This information is used to identify the capital and maintenance needs of the system, the timing for the interventions, and the road priority.

The Province of Ontario legislates that every bridge be inspected under the Ontario Structure Inspection Manual (OSIM) every 2 years. From this inspection, a Bridge Condition Index (BCI) is developed that helps to schedule bridge maintenance and upkeep. Safety concerns are to be addressed immediately. The last OSIM Inspection was carried out in 2022.

Building and Facility Maintenance and Programs

The City abides by all requirements under the Ontario Building Code, Canadian Safety authority standards and other standards or guidelines that may apply during inspections, construction and maintenance activities. All municipal buildings and facilities are inspected each year and repaired as needed. Building maintenance is performed mostly in-house by the maintenance staff and completion of this work will help to identify and schedule future projects and form asset condition ratings for each structure.

Fleet Maintenance and Programs

Municipal fleet and equipment are inspected and maintained at regular intervals to meet Ontario regulatory requirements. Fleet maintenance is performed mostly in-house by the mechanic staff, however in certain cases can be outsourced if the repairs require specific technical expertise. Maintenance records will help to identify and schedule future replacement of units.

The costs associated with the operations and maintenance of these activities, have been included in the overall operational cost of each asset category.

6.3.2 Rehabilitation and Replacement Activities

As the City increases the availability of condition data, the Plan will be revised to reflect this information. By monitoring condition data over time, the City will improve their ability to forecast deterioration and identify trends.

Understanding that the information driving the replacement activities is based on asset age, where appropriate, the City will augment the Plan with asset inspections to determine if renewal / rehabilitation are possible prior to replacement of the assets.

Priority projects identified within the City’s Renewal/Rehabilitation Activities are shown in following section.

6.3.3 Calculating Asset Condition

The condition calculation determines the overall condition of asset failure. The analytic can become a documented approach to determining capital priorities. A municipality could then compare priorities across asset types and categories. The City will be introducing some age based and/or assessment based condition analytics, to supplement professional judgement.

Table 6-5: Condition Ratings Option 1

Age Based Rating		
Condition	Useful Life Remaining	Final Score
Failed	0% - 19%	1
Poor	20% - 39%	2
Fair	40% - 59%	3
Good	60% - 79%	4
Excellent	80% - 100%	5

Condition Index Rating			
Condition	Score Range	Final Score	Intervention Strategy (Roads)
Failed	0 - 39	1	Reconstruction
Poor	40 - 57	2	Rehabilitation
Fair	58 - 74	3	Resurface
Good	75 - 85	4	Preventative Maintenance
Excellent	86 - 100	5	Corrective Maintenance

Excellent to Good
(Golf Course Rd Bridge)



Fair
(Armstrong St Bridge)



Poor to Failure
(Firstbrooke Line Rd Bridge)



Excellent to Good
(Wilson Rd Culvert)



Fair
(McLean Rd Culvert)



Poor to Failure
(River Rd Culvert)



Excellent to Good
(Georgina Ave Asphalt)



Fair
(Dawson Point Rd Asphalt)



Poor to Failed
(Albert St Asphalt)



Table 6-6: Condition Ratings Option 2

Condition Assessment Rating Scale		
Rating	Condition	Description
4.8-5.0	Excellent	No visible defects, new or near new condition, may still be under warranty if applicable
4.0-4.7	Good	Good condition, but no longer new, may have some slightly defective or deteriorated component(s), but is overall functional
3.0-3.9	Adequate	Moderately deteriorated or defective components; but has not exceeded useful life
2.0-2.9	Marginal	Defective or deteriorated component(s) in need or replacement; exceeded useful life
1.0-1.9	Poor	Critically damaged component(s) or in need of immediate repair; well past useful life

Maintenance and Administrative Facility Conditional Assessment	NTD ID	SCORE
Inspection Area		
Substructure		
Foundations: Walls, columns, pilings other structural components		
Basement: Materials, insulation, slab, floor underpinnings		
Shell		
Superstructure/structural frame: columns, pillars, walls		
Roof: Roof surface, gutters, eaves, skylights, chimney surrounds		
Exterior: Windows, doors, Power Operators and all finishes (paint, masonry)		
Shell appurtenances: Balconies, fire escapes, gutters, downspouts		
Interiors		
Partitions: Walls, interior doors, fittings such as signage		
Stairs: Interior stairs and landings, Guards, Railings		
Finishes: Materials used on walls, floors and ceilings		
<i>This component covers all interior spaces, regardless of use</i>		
Conveyance (Elevators and Escalators)		
Elevators		
Lifts: any other such fixed apparatuses for the movement of goods or people		
Plumbing		
Fixtures		
Water distribution		
Sanitary Waste		
Rain water drainage		
HVAC (Heating, ventilation, and air conditioning)		
Energy supply		
Ventilation systems		
Heat Generation and distribution systems		
Cooling generation and distribution systems		
Testing, balancing, controls and instrumentation		
Chimneys and vents		
Fire Protection		
Fire Dampers		
Sprinklers		
Standpipes		
Hydrants, Pumps, Valves, Panels and other fire protection specialties		
Electrical		
Electrical service and distribution		
Lighting & branch wiring (interior and exterior)		
Communications and security		
Other electrical systems (lighting protection, generators, exit signs and emergency lighting)		
Equipment/Fare Collection		
Equipment related to the function of the facility, including maintenance or vehicle service equipment		
For clarity, includes items valued above \$10,000 and related to facility function		
Site		
Roadways/driveways and associated signage, markings and equipment		
Parking lots and associated signage, markings and equipment		
Pedestrian areas and associated signage, markings, and equipment		
Site development such as fences, walls, and miscellaneous structures		
Site Utilities		
Overall Assessment Score		

6.4 Risk Management

The City's overall Asset Management Strategy is founded on available data, anticipated service levels, growth expectations and other assumptions. Assumptions in these items introduce some unavoidable risk that the overall strategy may change over time as the City gathers and develops more complete data and processes.

Recognizing these uncertainties, the City is developing strategies to address each source of risk so that the Asset Management Strategy can evolve over time. Risk mitigation strategies for each of the following are discussed below:

- Data quality
- Levels of Service
- Growth – expected vs. actual
- Assumptions

Data quality

The data provided and collected for the report for various aspects were given only reflecting a very high level of the asset components, and did not accurately reflect the service life's of the necessary components of the assets (i.e. a water treatment plant was assessed at a facility level and did not have age, conditional, performance, or maintenance data for any of the facilities components (i.e. SCADA system, pumps, etc.). Given the high level of the data, significant risk exists in the component asset life reaching the end of their respective service lives before the facility has reached the end of the facility life. This introduces significant difficulty to establish a yearly budget that accurately would reflect the required asset replacement / rehabilitation cost required.

Strategy to address:

It is suggested an inspection program of assets be established to utilize the new workflow structure and build the existing database. With a newly built database, the report should be reviewed and see if the new data produces significant changes to the asset management strategy.

Levels of Service

The levels of service present a risk, since no previous levels of service were established for the city. The Levels of Service therefore have never been measured in previous years and the expectation of each level of service has not been established. Adjustment is expected in the early years of levels of service to better reflect the level of commitment from the city, but risk exists if a level of service is set at a higher expectation than what is possible at the current levels of funding.

Strategy to address:

It is suggested that to address this source of risk, the targets established in the first year of utilizing the Levels of Service should be reviewed along with the cost to provide the levels of service. If the cost of the level of service is too high to maintain the target should be adjusted or alternative strategies to accomplish the level of strategy should be investigated.

Growth Levels

Growth forecasts are not guaranteed, and while effort has to be made to ensure that services are provided if the growth is met, growth can be greater or lesser than the expected forecast. This can potentially create a surplus or deficit of funding available.

Between the 2016 Census and the 2021 Census the City of Temiskaming Shores experienced negative population growth of -2.9%. Between the 2016 and 2021 Census the City of Temiskaming Shores also experience some changes in the age-composition of its population. Therefore, an increase or decrease to the population or to the average age of residents may result in changing service needs and demands.

Strategy to address:

It is suggested that the growth of the City should be reviewed on a yearly basis to determine if the forecast is accurate, and if possible the budgets should be adjusted accordingly. The City should consider conducting a review / study of current and future housing and commercial demands every 2 to 3 years.

Assumptions

Assumptions have been made in the report to fill data gaps and have been noted where undertaken. As with any assumption, risk exists in that the assumption made not account for a large enough percentage of the assets and could potentially results in unexpected costs if not corrected (i.e. year of installation assumed, when the asset is past its expected service life, and due to the degradation of the asset, effecting surrounding assets).

Strategy to address:

It is suggested that an inspection program be developed utilizing the information provided herein to eliminate the largest assumptions. The new findings should then be used to adjust the report findings, correcting the asset management strategy if required

6.4.1 Calculating Asset Risk

The risk or criticality calculation determines the overall risk of asset failure. The risk/criticality analytic can become a documented approach to determining capital priorities. A municipality could than compare priorities across asset types and categories. The City will be introducing some risk/criticality assessments based on analytics, to supplement professional judgement.

The City's risk/criticality formula is provided below:

$$\text{Asset Risk/Criticality} = \text{Probability of Failure (PoF)} + \text{Consequence of Failure (CoF)}$$

The assessment of PoF will be dependent upon the condition and age of the asset, whereas CoF will be assessed based on analytics established by the municipality. The City will use weighted averages for its PoF and CoF using a scale out of 5 points each as the PoF was determined to be more important to the calculation.

The City's risk/criticality weighted average example is provided below:

$$(80\% \times \text{PoF Rating}) + (20\% \times \text{CoF Rating}) = \text{Risk Rating (100\%)}$$

Table 6-7: Probability and Consequence of Failure Ratings

Asset	Condition / Age	Condition Qualitative	PoF Rating	PoF Qualitative	Weighting
Asset 1	5	Excellent	1	Rare	80%
Asset 2	4	Good	2	Unlikely	80%
Asset 3	3	Fair	3	Possible	80%
Asset 4	2	Poor	4	Likely	80%
Asset 5	1	Very Poor	5	Almost Certain	80%

Consequence of Failure Rating (Water)

Asset	Detail	Value	CoF Rating	CoF Qualitative	Weighting
Asset 1	Pipe Diameter	Less than 100mm	1	Minor	20%
Asset 2		100 to 150mm	2	Moderate	20%
Asset 3		150 to 200mm	3	Serious	20%
Asset 4		200 to 300mm	4	Very Serious	20%
Asset 5		300mm and Over	5	Major	20%

Consequence of Failure Rating (Sanitary)

Asset	Detail	Value	CoF Rating	CoF Qualitative	Weighting
Asset 1	Pipe Diameter	Less than 200mm	1	Minor	20%
Asset 2		200 to 250mm	2	Moderate	20%
Asset 3		250 to 300mm	3	Serious	20%
Asset 4		300 to 350mm	4	Very Serious	20%
Asset 5		350mm and Over	5	Major	20%

Consequence of Failure Rating (Stormwater and Culverts)

Asset	Detail	Value	CoF Rating	CoF Qualitative	Weighting
Asset 1	Pipe Diameter	Less than 250mm	1	Minor	20%
Asset 2		250 to 500mm	2	Moderate	20%
Asset 3		500 to 700mm	3	Serious	20%
Asset 4		700 to 1000mm	4	Very Serious	20%
Asset 5		1000mm and Over	5	Major	20%

Consequence of Failure Rating (Roads)

Asset	Detail	Value	CoF Rating	CoF Qualitative	Weighting
Asset 1	Road Classification	Class 6	1	Minor	20%
Asset 2		Class 5	2	Moderate	20%
Asset 3		Class 4	3	Serious	20%
Asset 4		Class 3	4	Very Serious	20%
Asset 5		Class 2 and 1	5	Major	20%

Consequence of Failure Rating (Bridges and Large Dia. Culverts)

Asset	Detail	Value	CoF Rating	CoF Qualitative	Weighting
Asset 1	Replacement Value	Up to \$100k	1	Minor	20%
Asset 2		\$101k to \$300k	2	Moderate	20%
Asset 3		\$301k to \$500k	3	Serious	20%
Asset 4		\$501k to \$700k	4	Very Serious	20%
Asset 5		\$701k and Over	5	Major	20%

Consequence of Failure Rating (Buildings and Facilities)

Asset	Detail	Value	CoF Rating	CoF Qualitative	Weighting
Asset 1	Replacement Value	Up to \$10k	1	Minor	20%
Asset 2		\$11k to \$50k	2	Moderate	20%
Asset 3		\$51k to \$200k	3	Serious	20%
Asset 4		\$201k to \$1M	4	Very Serious	20%
Asset 5		\$1M and Over	5	Major	20%

Consequence of Failure Rating (Fleet)

Asset	Detail	Value	CoF Rating	CoF Qualitative	Weighting
Asset 1	Replacement Value	Up to \$50k	1	Minor	20%
Asset 2		\$51k to \$100k	2	Moderate	20%
Asset 3		\$101k to \$150k	3	Serious	20%
Asset 4		\$151k to \$200k	4	Very Serious	20%
Asset 5		\$200k and Over	5	Major	20%

Appendix A

Appendix A

Glossary of Terms

Term	Definition
Capital Cost	The total cost needed to bring a project to a commercially operable status.
Core Infrastructure Assets	<ol style="list-style-type: none"> 1. water asset that relates to the collection, production, treatment, storage, supply or distribution of water, 2. wastewater (sanitary) asset that relates to the collection, transmission, treatment or disposal of wastewater, including any wastewater asset that can from time to time manages stormwater, 3. stormwater management asset that relates to the collection, transmission, treatment, retention, infiltration, control or disposal of stormwater,
Lane Kilometers	A kilometer-long segment of roadway that is a single lane in width.
Level of Service	What people experience from the municipality's infrastructure. For example, bridges without load restrictions can offer a relatively higher level of service compared to bridges that do not allow heavy freight vehicles.
Lifecycle Activities	Activities undertaken with respect to a municipal infrastructure asset over its service life, including constructing, maintaining, renewing, operating and decommissioning, and all engineering and design work associated with those activities.
Operational Cost	The cost of resources used by an organization just to maintain its existence.
Service Life	The total period during which a municipal infrastructure asset is in use or is available to be used.
Risk Analysis	A technique used to identify and assess factors that may jeopardize the success of a project.
Provincial Road Classifications	<ol style="list-style-type: none"> 1. Class 1 roads (highway), is merely a high speed road connecting 2 or more cities. Normally, highways are under provincial or federal control. 2. Class 2 and 3 roads (arterial) are usually constructed to move traffic from one end of the city to the other. (average daily traffic counts dictate the class, that modifies the maintenance standards) 3. Class 4 roads (collector) have the function to collect traffic from local streets and discharge them onto other collector or arterial roads. 4. Class 5 and 6 roads (local) serve primarily to provide access to the traffic emanating from the properties and discharge them onto collectors. Class 6 roads can also be found with a gravel surface. (average daily traffic counts dictate the class, that modifies the maintenance standards)

Appendix B

City of Temiskaming Shores

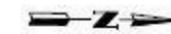
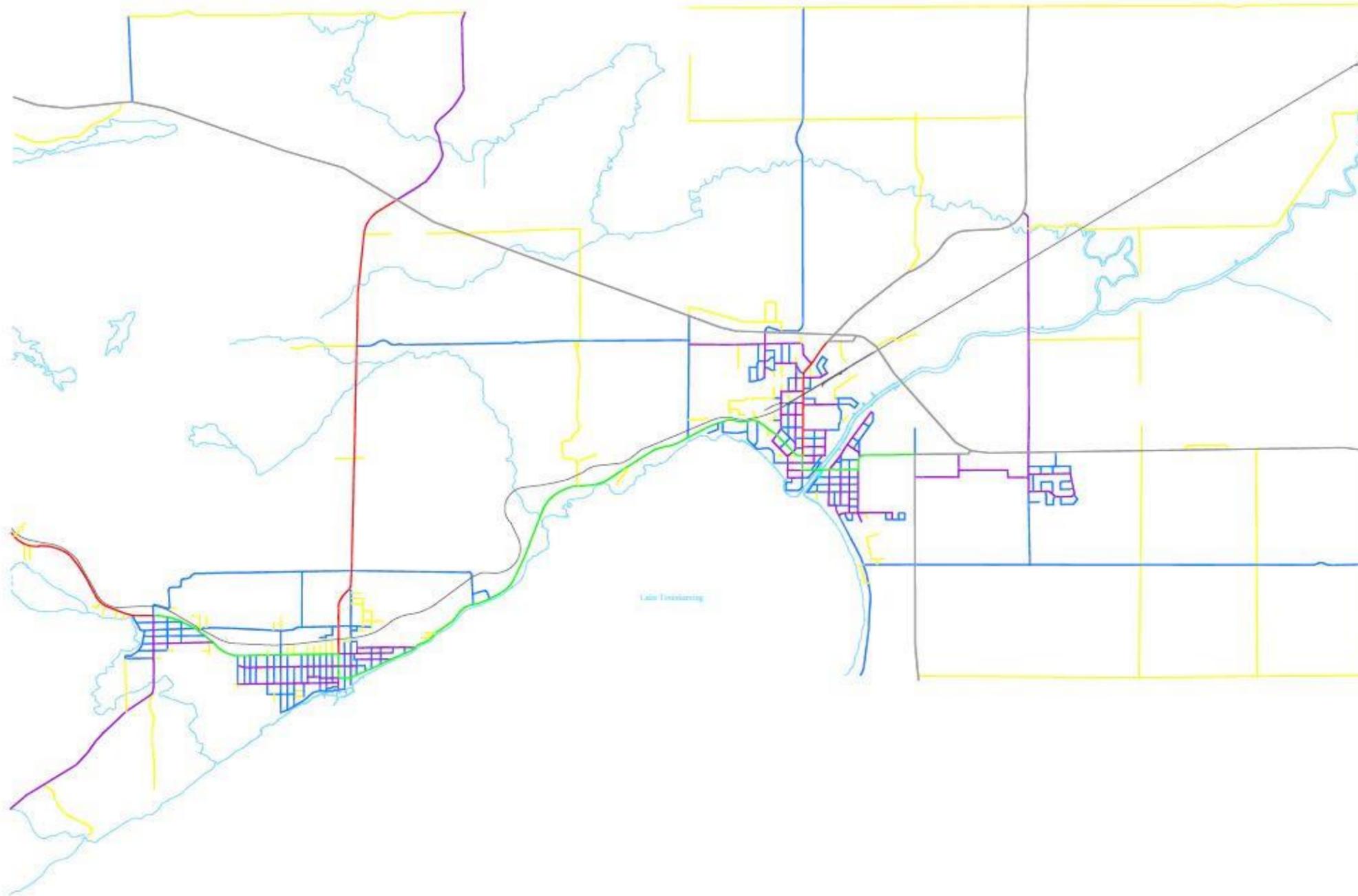
Appendix B - Road Classification

Asset Management Plan

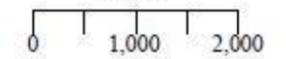
Legend

- Class 1 - Highway / MTO
- Class 2 - Major Arterial
- Class 3 - Minor Arterial
- Class 4 - >500 Collector
- Class 5 - >50 Major Local
- Class 6 - <50 Minor Local/Rural

- Waterways
- Railway



Scale 1:2000
Meters



Public Works Department
Date updated: December 2023

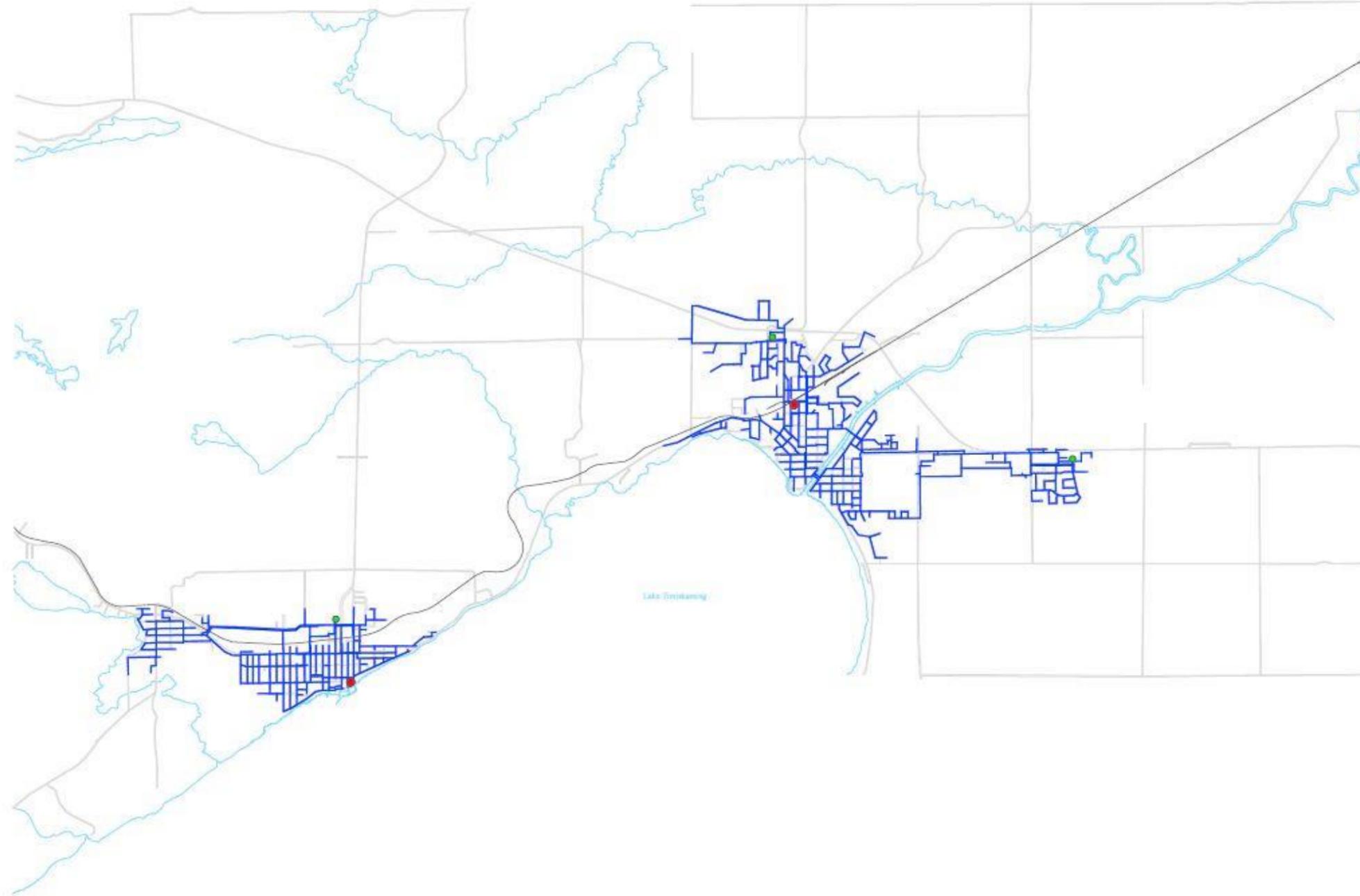
City of Temiskaming Shores

Appendix B - Water System

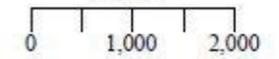
Asset Management Plan

Legend

- Watermains
- Water Treatment Plants
- Water Reservoirs
- Roadway
- Waterways
- Railway



Scale 1:2000
Meters



Public Works Department,
Date updated: December 2023

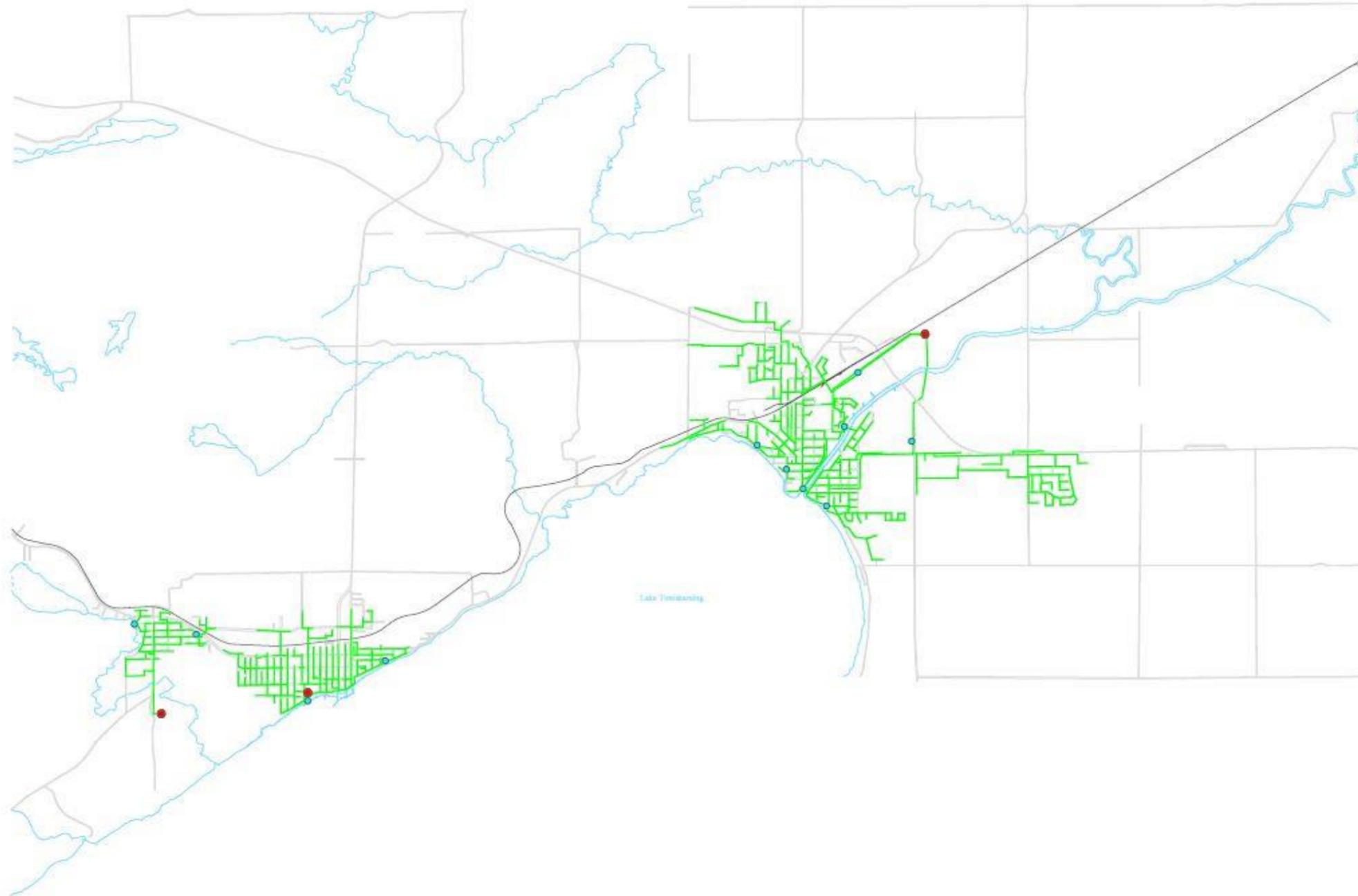
City of Temiskaming Shores

Appendix B - Sanitary System

Asset Management Plan

Legend

-  Sewer mains
-  Wastewater Treatment Plants
-  Lift Stations
-  Roadway
-  Waterways
-  Railway



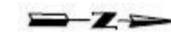
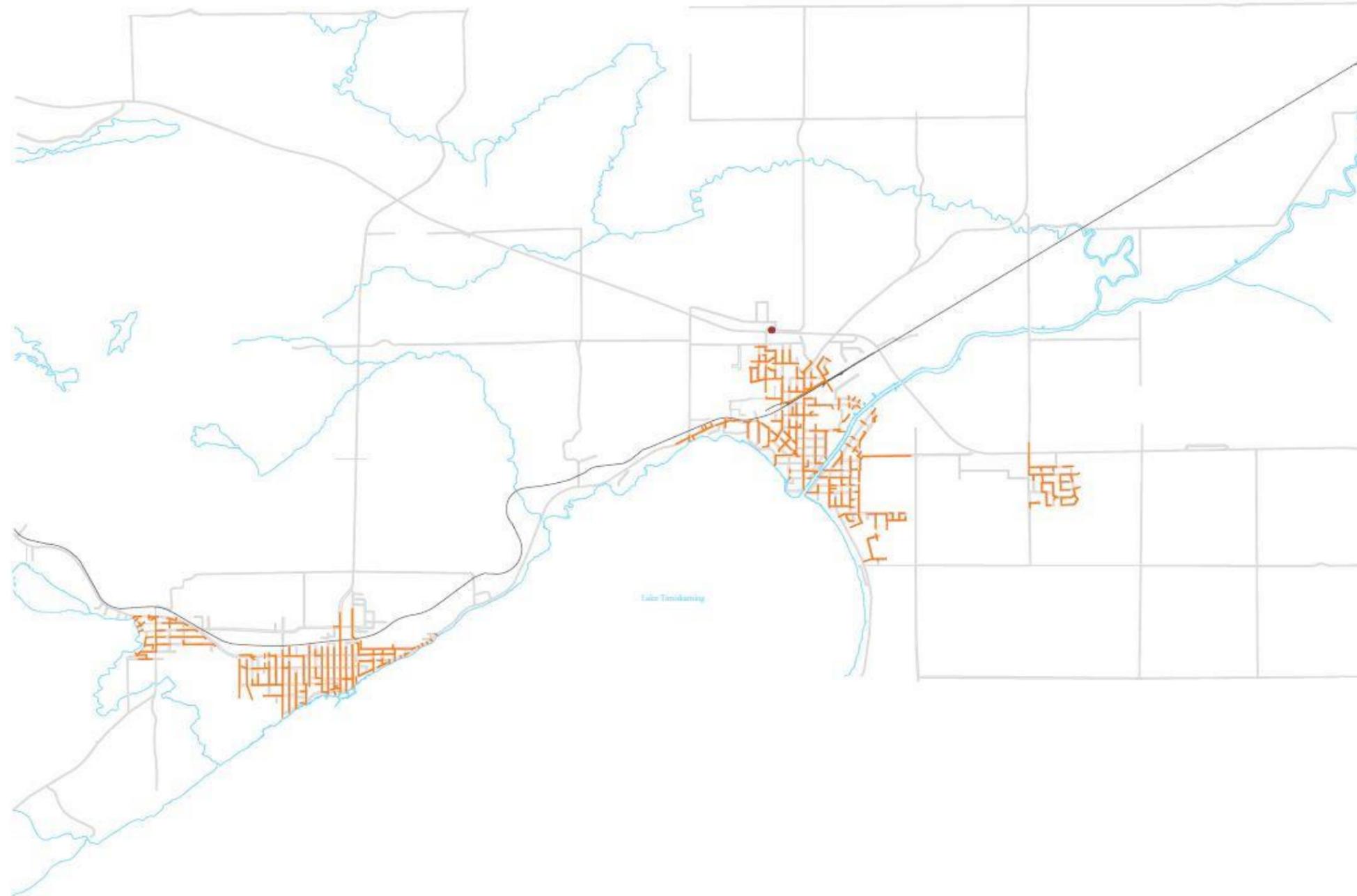
Public Works Department,
Date updated: December 2023

City of Temiskaming Shores

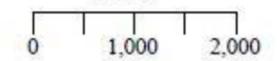
Appendix B - Storm System Asset Management Plan

Legend

- Storm mains
- Ponds
- Roadway
- Waterways
- Railway



Scale 1:2000
Meters



Public Works Department,
Date updated: December 2023



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Memo

To: Mayor and Council
From: Mitch McCrank, Manager of Transportation Services
Date: April 2, 2024
Subject: Investing in Canada Infrastructure Program – Transit Update
Attachments: Amending Agreement No. 1 Cover Letter
Draft By-law to Amend Original Agreement (By-law No. 2020-118)

Mayor and Council:

On December 1, 2020, Council entered into an agreement for the execution of a Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream, through By-law No. 2020-118.

Recently, Investing in Canada Infrastructure Program (ICIP) forwarded an Amending Agreement for Council review (attached). This Amending Agreement includes, but is not limited to, the following amendments:

1. Extending the date of the Agreement until March 31, 2035.
 - a. The allowable construction end date of the program has been extended to October 31, 2033. Costs may be considered eligible if they are incurred on or before this date.
2. Updating the Project Description, Budget and Timelines (Sub-schedule C.1) and Project Tier Classification and Other Information (Sub-schedule D.1) to align with project modifications and/or newly approved projects if applicable. Temiskaming Transit updated our project description in late 2023 to include wording on buses and include provision for large mechanical equipment expenses. Everything else remains the same.
3. Adding two new certificate forms for municipalities to utilize to allow Independent Certifiers, rather than Independent Engineers, to confirm progress and completion of bus procurement projects. Recipients may request to use the new certificate forms instead of the Independent Engineer certificate forms, if applicable.
4. Providing added clarity to the Provincial Compliance Audit requirements.
5. Other minor changes to provide added clarity regarding reporting or provincial requirements.

A by-law authorizing the Recipient to enter into the Amending Agreement is required. Therefore, it is recommended that Council directs staff to prepare the necessary by-law amend By-law No. 2020-118, for the execution of the Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream, to extend the allowable construction end date, and to update the project description and other clarification changes, for consideration at the April 16, 2024 Regular Council Meeting.

No comments or questions from Staff were received.

Prepared by:

Reviewed and Submitted by:

“Original signed by”

“Original signed by”

Mitch McCrank, CET
Manager of Transportation Services

Amy Vickery, CMO
City Manager

**Ministry of Transportation
Transit Division**

777 Bay Street, 30th Floor
Toronto ON M5G 2E5

**Ministère des Transports
Division des transports en commun**

777 rue Bay, 30^e étage
Toronto ON M5G 2E5

February 13, 2024

Kelly Conlin
Clerk
Corporation of the City of Temiskaming Shores
kconlin@temiskamingshores.ca

Dear Kelly Conlin:

As you may know, the term for the allowable construction end date under the Investing in Canada Infrastructure Program (ICIP): Public Transit stream has been extended from October 31, 2027, to October 31, 2033. To enact this extension, and implement other minor changes to the program, an amending agreement to the ICIP: Public Transit Stream Transfer Payment Agreement is required.

Please find enclosed Amending Agreement No. 1 (Amending Agreement) to the ICIP: Public Transit Stream Transfer Payment Agreement. This Amending Agreement includes, but is not limited to, the following amendments:

1. Extending the date of the Agreement until March 31, 2035.
 - The allowable construction end date of the program has been extended to October 31, 2033. Costs may be considered eligible if they are incurred on or before this date.
2. Updating the Project Description, Budget and Timelines (Sub-schedule C.1) and Project Tier Classification and Other Information (Sub-schedule D.1) to align with project modifications and/or newly approved projects if applicable. Note that in some cases project descriptions for both newly added and previously approved projects have been modified to focus information on the primary assets of the project. Please review this information for accuracy and notify MTO for any necessary revisions. **Please do not edit the agreement.**
3. Adding two new certificate forms for municipalities to utilize to allow Independent Certifiers, rather than Independent Engineers, to confirm progress and completion of bus procurement projects. Recipients may request to use the new certificate forms instead of the Independent Engineer certificate forms, if applicable. The request is **subject to prior approval from the Province**. Refer to Appendix A for a full list of Requests for Payment and Payment Procedures

(Schedule J) Forms.

4. Providing added clarity to the Provincial Compliance Audit requirements.
5. Other minor changes to provide added clarity regarding reporting or provincial requirements.

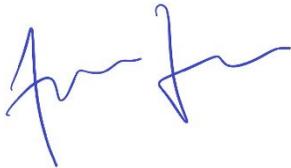
Please sign and return the Amending Agreement **within three months** of receiving the agreement, along with a copy of a by-law authorizing the Recipient to enter into the Amending Agreement or an email from the Recipient's legal counsel confirming that the by-law submitted with the original Agreement covers this Amending Agreement No. 1, and future Amending Agreements.

If you have any questions about the Amending Agreement, or the process to execute it, please contact the Ministry of Transportation ICIP team by email at ICIPTRANSIT@ontario.ca.

Once the Amending Agreement has been signed by the Minister of Transportation, a PDF version of the fully executed Amending Agreement will be electronically delivered to the Recipient for the Recipient's records.

I want to thank you in advance for your commitment to the successful delivery of your Projects and look forward to seeing the results.

Sincerely,



Felix Fung
Assistant Deputy Minister
Transit Division
Ministry of Transportation

Attachment: Temiskaming Shores and Ontario ICIP AA No 1

Appendix A

Summary of New and Updated “Requests for Payment and Payment Procedures”
(Schedule J) Forms

Schedule	Applicable Tiers	Purpose/Updates	Due
Sub-Schedule “J.1” Form of Certificate from Recipient (Appendix F)	All Tiers	Updated to enhance attestations related to the following compliance requirements: <ul style="list-style-type: none"> • Environmental assessment (EA) • Aboriginal Consultation • Land ownership (added) • Signage (added) <p>Note: where applicable, claims for payment are ineligible until requirements outlined in Appendix A of the TPA have been met.</p>	With each claim submission
Sub-Schedule “J.2” Form of Declaration of Project Substantial Completion (Appendix G)	All Tiers	No updates	Upon reaching substantial completion. Submit with final claim once all residual work on the project is complete.
Sub-Schedule “J.3” Form of Certificate from an Independent Engineer for Project Substantial Completion (Appendix H)	Tier 2 Tier 3 Tier 4	The following clarification added: <ul style="list-style-type: none"> • Tier 3 and 4 – Form must be completed by an Independent Engineer • Tier 2 – Form may be completed by a professional engineer. • Updated attestation that work was undertaken in accordance with industry standards. 	Upon reaching substantial completion. Submit with final claim once all residual work on the project is complete.
Sub-Schedule “J.4” Form of Certificate from an Independent	Tier 3 Tier 4	Following clarifications added: <ul style="list-style-type: none"> • Updated attestation that work was undertaken in 	Form is required once construction is underway excluding

Schedule	Applicable Tiers	Purpose/Updates	Due
<p>Engineer to Certify Progress</p> <p>(Appendix I)</p>		<p>accordance with industry standards.</p>	<p>utility relocation and site clearing work.</p> <p>To be submitted with claim submissions.</p>
<p>NEW</p> <p>Sub-Schedule “J.5” Form of Certificate from an Independent Certifier for Project Substantial Completion</p> <p>(Appendix J)</p>	<p>Tier 2 Tier 3 Tier 4</p>	<p>For bus procurement projects, subject to prior approval from the Province.</p>	<p>To be completed by an Independent Certifier upon project completion.</p> <p>Submit with final claim once all residual work on the project is complete.</p>
<p>NEW</p> <p>Sub-Schedule “J.6” Form of Certificate from an Independent Certifier to Certify Progress</p> <p>(Appendix K)</p>	<p>Tier 3 Tier 4</p>	<p>For bus procurement projects, subject to prior approval from the Province.</p>	<p>Completed by an Independent Certifier once buses have been received.</p> <p>To be submitted with claim submissions.</p>

The Corporation of the City of Temiskaming Shores

By-law No. 2024-000

**Being a by-law to amend By-law No. 2020-118 to Authorize the Execution
of the Transfer Payment Agreement for the Investing in Canada
Infrastructure Program (ICIP): Public Transit Stream – Amendment No. 1**

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

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

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

Whereas Council adopted By-law No. 2020-118 at the December 1, 2020 Regular Council meeting, to enter into a Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Between Her Majesty the Queen in Right of the Province of Ontario Represented by the Minister of Transportation for the Province of Ontario and the Corporation of the City of Temiskaming Shores; and

Whereas Council considered Memo No. 011-2024-PW at the April 2, 2024 Committee of the Whole Meeting, and directed staff to prepare the necessary by-law to amend By-law No. 2020-118, being a Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream, to extend the allowable construction end date, and to update the project description and other clarification changes, for consideration at the April 16, 2024 Regular Council meeting.

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

1. That Schedule A to By-law No. 2020-118, be hereby amended by the Amending Agreement, a copy of which is hereto attached 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 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 16th day of April, 2024.

Mayor

Clerk

DRAFT



Schedule "A" to

By-law No. 2024-000

**Being a by-law to amend By-law No. 2020-118 to Authorize the Execution
of the Transfer Payment Agreement for the Investing in Canada
Infrastructure Program (ICIP): Public Transit Stream – Amendment No. 1**

**AMENDING AGREEMENT NO. 1
TO THE TRANSFER PAYMENT AGREEMENT
FOR THE INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM**

This Amending Agreement No. 1 to the Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream (the “Amending Agreement No. 1”) is effective as of the last date of signature by the Parties below (the “Effective Date”).

B E T W E E N:

HIS MAJESTY THE KING IN RIGHT OF THE PROVINCE OF ONTARIO

as

represented by the Minister of Transportation for the Province of Ontario

(the “Province”)

- and -

CORPORATION OF THE CITY OF TEMISKAMING SHORES

(the “Recipient”)

BACKGROUND

The Province and the Recipient entered into the Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream effective as of June 13, 2021, as amended from time to time (the “Agreement”).

The Agreement was entered into pursuant to the Canada-Ontario Integrated Bilateral Agreement for the Investing in Canada Infrastructure Program, effective as of March 26, 2018 (the “Bilateral Agreement”). There have been amendments to the Bilateral Agreement and developments in the Projects defined in the Agreement, both of which require changes to the Agreement.

Pursuant to section 4.1 (Amending the Agreement) of the Agreement, the Agreement may be amended by written agreement of the Parties.

The Parties wish to amend the Agreement as set out in this Amending Agreement No. 1.

IN CONSIDERATION of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1.0 General Terms

1.1 Any capitalized terms used in this Amending Agreement No. 1 shall have the meanings ascribed to them in the Agreement.

1.2 Except for the amendments provided for in this Amending Agreement No. 1, all provisions in the Agreement shall remain in full force and effect.

1.3 This Amending Agreement No. 1 may:

(a) be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

(b) be executed and delivered

(i) by scanning the manually signed Agreement as a PDF and delivering it by email to the other Parties; or

(ii) electronically to the other Parties, subject to the Province's prior written consent.

The Parties' respective electronic signature is the legal equivalent of a manual signature.

2.0 Amendments to the Agreement

2.1 Section 1.1 (Schedules and Sub-schedules to the Agreement) is hereby deleted and replaced in its entirety with the following:

1.1 Schedules and Sub-schedules to the Agreement. The following schedules and sub-schedules form part of the Agreement:

Schedule "A" - General Terms and Conditions

Schedule "B" - Specific Information

Schedule "C" - Project Description, Budget, Timelines, and Standards

Sub-schedule "C.1" - Project Description, Budget, and Timelines

Schedule "D" - Reports

Sub-schedule "D.1" - Project Tier Classification and Other Information

Schedule "E" - Eligible Expenditures and Ineligible Expenditures

Schedule "F" - Evaluation

Schedule "G" - Communications Protocol

Schedule "H" - Disposal of Assets

Schedule "I" - Aboriginal Consultation Protocol

Schedule "J" - Requests for Payment and Payment Procedures

Sub-schedule "J.1" - Form of Certificate from Recipient
Sub-schedule "J.2" - Form of Declaration of Project Substantial Completion
Sub-schedule "J.3" - Form of Certificate from an Independent Engineer for Project Substantial Completion
Sub-schedule "J.4" - Form of Certificate from an Independent Engineer to Certify Progress
Sub-schedule "J.5" - Form of Certificate from an Independent Certifier for Project Substantial Completion
Sub-schedule "J.6" - Form of Certificate from an Independent Certifier to Certify Progress
Schedule "K" - Committee

2.2 Section A.1.2 (Definitions) is hereby amended by deleting the following definition:

"Certificate from a Professional Engineer for Project Substantial Completion" means a Certificate from a Professional Engineer in the form set out in Sub-schedule "J.3" (Form of Certificate from a Professional Engineer for Project Substantial Completion).

2.3 Section A.1.2 (Definitions) is hereby amended by adding the following definitions:

"Certificate from an Independent Certifier for Project Substantial Completion" means a Certificate from an Independent Certifier in the form set out in Sub-schedule "J.5" (Form of Certificate from an Independent Certifier for Project Substantial Completion).

"Certificate from an Independent Certifier to Certify Progress" means a Certificate from an Independent Certifier in the form set out in Sub-schedule "J.6" (Form of Certificate from an Independent Certifier to Certify Progress).

"Certificate from an Independent Engineer for Project Substantial Completion" means a Certificate from an Independent Engineer in the form set out in Sub-schedule "J.3" (Form of Certificate from an Independent Engineer for Project Substantial Completion).

"Independent Certifier" means an appropriately licensed individual in the Province of Ontario, with expertise in inspecting buses, retained and paid by the Recipient in accordance with the terms and conditions of an agreement between the Recipient and the Independent Certifier for the purpose of providing an independent professional certification that the Project has been built as per industry standards.

“Independent Engineer” means a professional engineer, duly licensed in the Province of Ontario, with expertise in inspecting transportation projects of similar size and scope, retained and paid by the Recipient in accordance with the terms and conditions of an agreement between the Recipient and the Independent Engineer for the purpose of providing an independent professional certification that the Project has been constructed as per industry standards.

2.4 Section A.3.2 (Substantial Completion) is hereby amended by deleting “October 31, 2027” and replacing it with “October 31, 2033”.

2.5 Section A.4.6 (Maximum Funds and Recovery of Excesses) is hereby deleted and replaced in its entirety with the following:

A.4.6 Maximum Funds and Recovery of Excesses. The Recipient acknowledges that:

- (a) the Funds available to it pursuant to the Agreement will not exceed the Maximum Funds;
- (b) if Canada’s total contribution from all federal sources in respect of any Project exceeds, in the aggregate, the sum of the amounts set out in column G (Federal Contribution Towards the Total Eligible Expenditures of the Project) and column I (Other Federal Contribution Towards the Total Costs of the Project) of the Budget for that Project, the Province may recover the excess from the Recipient or reduce the contribution under the Agreement by an amount equal to the excess;
- (c) if the Province’s total contribution from all provincial sources in respect of any Project exceeds the amount set out in column J (Provincial Contribution Towards the Total Eligible Expenditures of the Project) of the Budget for that Project, the Province may recover the excess from the Recipient or reduce the contribution under the Agreement by an amount equal to the excess; and
- (d) if the Total Financial Assistance received in respect of any Project exceeds the amount set out in column F (Total Eligible Expenditures of the Project) of the Budget for that Project, the Province may, up to the Maximum Funds, recover the excess from the Recipient or reduce the contribution under the Agreement by an amount equal to the excess.

2.6 Sub-section A.4.9(d) is hereby deleted and replaced in its entirety with the following:

- (d) the engineering and construction work being undertaken in accordance with industry standards.

2.7 Sub-section A.32.1(c) is hereby deleted and replaced in its entirety with the following:

- (c) on or before February 1 in each of the years 2022, 2024 and 2025, unless the Project has reached Substantial Completion before such date, the Recipient having provided the Province with an asset management self-assessment, in the form and at the address provided by the Province.

2.8 Schedule “B” (Specific Information) is hereby deleted and replaced in its entirety with the new Schedule “B” (Specific Information) found at Appendix A to this Amending Agreement No. 1.

2.9 Sub-schedule “C.1” (Project Description, Budget, and Timelines) is hereby deleted and replaced in its entirety with the new Sub-schedule “C.1” (Project Description, Budget, and Timelines) found at Appendix B to this Amending Agreement No. 1.

2.10 Schedule “D” (Reports) is hereby deleted and replaced in its entirety with the new Schedule “D” (Reports) found at Appendix C to this Amending Agreement No. 1.

2.11 Sub-schedule “D.1” (Project Tier Classification and Other Information) is hereby deleted and replaced in its entirety with the new Sub-schedule “D.1” (Project Tier Classification and Other Information) found at Appendix D to this Amending Agreement No. 1.

2.12 Schedule “E” (Eligible Expenditures and Ineligible Expenditures) is hereby deleted and replaced in its entirety with the new Schedule “E” (Eligible Expenditures and Ineligible Expenditures) found at Appendix E to this Amending Agreement No. 1.

2.13 Section F.1.1 is hereby deleted and replaced in its entirety with the following:

F.1.1 Recipient’s Participation in Projects and ICIP Evaluations. The Recipient understands that the Province or Canada, or both, may ask the Recipient to participate in one or more evaluation in respect of any Project, the Projects or the ICIP during and for a period of up to six years after March 31, 2034. The Recipient agrees, if asked and at its own expense, to provide Project-related information to the Province or Canada, or both, for any evaluation.

2.14 Section G.8.4 is hereby deleted and replaced in its entirety with the following:

G.8.4 Notice of Sign Installation. The Recipient will inform the Province of sign installations, including providing the Province with

photographs of the sign, once the sign has been installed, unless otherwise agreed to by the Province.

2.15 Sub-section J.3.1(c)(ii) is hereby deleted and replaced in its entirety with the following:

- (ii) if, based on the Province's assessment, a Recipient's Project is categorized as a Tier 4 Project, as identified in column C (Project Tier for Reporting Purposes) of Sub-schedule "D.1" (Project Tier Classification and Other Information), a Certificate from an Independent Engineer to Certify Progress or a Certificate from an Independent Certifier to Certify Progress;

2.16 Section J.3.2 (Other Reports and Documents) is hereby added to Schedule "J", as set out below:

J.3.2 Other Reports and Documents. The Recipient will submit the reports and documents provided in Schedule "J" (Requests for Payment and Payment Procedures) or any other reports and documents regarding payment and payment procedures, provided by the Province in the sole discretion of the Province to the Recipient, in accordance with this Agreement.

2.17 In Section J.5.0, all references to "November 1, 2027" are hereby deleted and replaced with "November 1, 2033".

2.18 Sub-schedule "J.1" (Form of Certificate from Recipient) is hereby deleted and replaced in its entirety with the new Sub-schedule "J.1" (Form of Certificate from Recipient) found at Appendix F to this Amending Agreement No. 1.

2.19 Sub-schedule "J.2" (Form of Declaration of Project Substantial Completion) is hereby deleted and replaced in its entirety with the new Sub-schedule "J.2" (Form of Declaration of Project Substantial Completion), found at Appendix G to this Amending Agreement No. 1.

2.20 Sub-schedule "J.3" (Form of Certificate from a Professional Engineer for Project Substantial Completion) is hereby deleted and replaced in its entirety with the new Sub-schedule "J.3" (Form of Certificate from an Independent Engineer for Project Substantial Completion), found at Appendix H to this Amending Agreement No. 1.

2.21 Sub-schedule "J.4" (Form of Certificate from an Independent Engineer to Certify Progress) is hereby deleted and replaced in its entirety with the new Sub-schedule "J.4" (Form of Certificate from an Independent Engineer to Certify Progress), found at Appendix I to this Amending Agreement No. 1.

2.22 Sub-schedule “J.5” (Form of Certificate from an Independent Certifier for Project Substantial Completion) is hereby added to Schedule “J” (Requests for Payment and Payment Procedures), found at Appendix J to this Amending Agreement No. 1.

2.23 Sub-schedule “J.6” (Form of Certificate from an Independent Certifier to Certify Progress) is hereby added to Schedule “J” (Requests for Payment and Payment Procedures), found at Appendix K to this Amending Agreement No. 1.

- SIGNATURE PAGE FOLLOWS -

The Parties have executed this Amending Agreement No. 1 on the dates set out below.

HIS MAJESTY THE KING IN RIGHT OF THE PROVINCE OF ONTARIO as represented by the Minister of Transportation for the Province of Ontario

Date

Name: Prabmeet Singh Sarkaria
Title: Minister

CORPORATION OF THE CITY OF TEMISKAMING SHORES

Date

Name: Jeff Laferriere
Title: Mayor

I have authority to bind the Recipient.

Date

Name: Kelly Conlin
Title: Clerk

I have authority to bind the Recipient.

**APPENDIX A
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM**

**SCHEDULE "B"
SPECIFIC INFORMATION**

Maximum Funds*	\$2,289,124.28
Expiry Date	March 31, 2035
Contact information for the purposes of Notice to the Province	<p>Address: Strategic Investments Office Transit Strategy and Programs Branch Ontario Ministry of Transportation 777 Bay Street, 30th Floor Toronto ON M7A 2J8</p> <p>Phone: 416-721-4594</p> <p>Email: ICIPTransit@ontario.ca</p>
Contact information for the purposes of Notice to the Recipient	<p>Position: Clerk</p> <p>Address: 325 Farr Drive, PO Box 2050 Haileybury ON P0J 1K0</p> <p>Phone: 705-672-3363 ext. 4116</p> <p>Email: kconlin@temiskamingshores.ca</p>
Authorized Representative of the Province for the purpose of sections C.3.3 (Amending the Agreement for Minor Changes to the Project Description, Budget, and Timelines) and D.7.2 (Amending the Agreement for Minor Changes to the Reporting)	<p>Position: Director, Transit Strategy and Programs Branch; or Director, Transit Capital and Operations Branch</p>
Authorized Representative designated by the Recipient for the purpose of sections C.3.3 (Amending the Agreement for Minor Changes to the Project Description,	<p>Position: Clerk</p>

Budget, and Timelines) and D.7.2 (Amending the Agreement for Minor Changes to the Reporting)	
Contact Information for the senior financial person in the Recipient organization (e.g., CFO, CAO) - to respond to requests from the Province related to the Agreement	Position: Treasurer Address: 325 Farr Drive, PO Box 2050 Haileybury ON P0J 1K0 Phone: 705-672-3363 ext. 4121 Email: sleveille@temiskamingshores.ca

***Note:** For greater clarity, neither the Province nor Canada will contribute Funds in respect of any Project that exceed their proportional share of the Eligible Expenditures for that Project, as set out in column H (Federal Funding Rate of the Total Eligible Expenditures of the Project) and column K (Provincial Funding Rate of the Total Eligible Expenditures of the Project) in Sub-schedule “C.1” (Project Description, Budget, and Timelines).

**APPENDIX B
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM**

**SUB-SCHEDULE "C.1"
PROJECT DESCRIPTION, BUDGET, AND TIMELINES**

Project ID	Project Title	Project Description	Federal Approval Date (MM/DD/YYYY)	Total Costs of the Project	Total Eligible Expenditures of the Project	Federal Contribution Towards the Total Eligible Expenditures of the Project	Federal Funding Rate of the Total Eligible Expenditures of the Project	Other Federal Contribution Towards the Total Costs of the Project	Provincial Contribution Towards the Total Eligible Expenditures of the Project	Provincial Funding Rate of the Total Eligible Expenditures of the Project	Recipient Contribution Towards the Total Costs of the Project	Other Contribution Towards the Total Costs of the Project
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)
ICIP-TEM-01	Transit Upgrades and Fleet Replacement	<p>The project involves the procurement of several public transit assets including new buses and new bus shelters, as well as technology improvements such as a passenger fare payment system and a passenger information system in Temiskaming Shores, Ontario.</p> <p>Specifically, the project scope includes:</p> <ul style="list-style-type: none"> procurement of two (2) 30ft, one (1) 35ft, and four (4) 28ft conventional diesel buses; rehabilitation of two (2) existing buses which will include the replacements of engines and transmission, as well as other major repairs; procurement and installation of two (2) new bus shelters and replacement of four (4) existing bus shelters to meet accessibility standards under the <i>Accessibility Ontario Disabilities Act (AODA)</i>; procurement and installation of one (1) transit passenger fare payment system and one (1) passenger information system. 	05/11/2020	\$3,121,675.00	\$3,121,675.00	\$1,248,670.00	40.00%	\$0.00	\$1,040,454.28	33.33%	\$832,550.72	\$0.00

**APPENDIX C
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM**

**SCHEDULE “D”
REPORTS**

PROGRESS REPORTS

D.1.1 **Progress Reports.** The Recipient will submit Progress Reports to the Province in a format to be provided by the Province and in accordance with the timelines and any other requirements set out in Article D.2.0 (Reporting Requirements) in respect of each Project.

D.1.2 **Description of Progress Report.** The Recipient agrees that each Progress Report will include, without limitation and at the sole discretion of the Province, the following information in respect of the Project to which the Progress Report relates:

- (a) Canada’s and the Province’s respective forecasted contributions to the Project by Funding Year;
- (b) the Project start date and the Project end date (forecasted and actual where applicable);
- (c) the percentage of the Project that has been completed;
- (d) risks and mitigation strategies;
- (e) confirmation that the Project is on track to achieve expected results or, if the Project is Substantially Completed, confirmation of actual results; and
- (f) confirmation that all required signage for the Project has been installed.

D.2.0 REPORTING REQUIREMENTS

Unless the Province directs or consents otherwise by Notice to the Recipient and at its sole discretion, the reporting requirements for each Project vary depending on the tier classification, as set out in column C (Project Tier for Reporting Purposes) of Sub-schedule “D.1” (Project Tier Classification and Other Information), for the Project.

D.2.1 **Tier 1 Reporting Requirements.** If, based on the Province’s assessment, a Recipient’s Project is categorized as a Tier 1 Project, as identified in column C

(Project Tier for Reporting Purposes) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the Recipient will submit to the Province:

- (a) up and until the final payment has been made pursuant to section J.8.1 (Final Payment), a Progress Report in each calendar year on or before:
 - (i) March 15th; and
 - (ii) September 15th;
- (b) upon reaching Substantial Completion:
 - (i) a Declaration of Project Substantial Completion;
 - (ii) a final Progress Report; and
 - (iii) a photograph of the Project; and
- (c) within 90 days of submitting the final Progress Report, a summary of any Communications Activities made for the Project.

D.2.2 Tier 2 Reporting Requirements. If, based on the Province’s assessment, a Recipient’s Project is categorized as a Tier 2 Project, as identified in column C (Project Tier for Reporting Purposes) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the Recipient will submit to the Province:

- (a) up and until the final payment has been made pursuant to section J.8.1 (Final Payment), a Progress Report in each calendar year on or before:
 - (i) March 15th;
 - (ii) June 15th;
 - (iii) September 15th; and
 - (iv) December 15th;
- (b) upon reaching Substantial Completion:
 - (i) a Declaration of Project Substantial Completion;
 - (ii) a final Progress Report;
 - (iii) a Certificate from an Independent Engineer for Project Substantial Completion, or for a bus procurement project, subject to prior approval from the Province, a Certificate from an Independent

Certifier for Project Substantial Completion;

- (iv) a copy of the report for a compliance audit carried out in accordance with Article D.8.0 (Compliance Audit(s)); and
 - (v) a photograph of the Project; and
- (c) within 90 days of submitting the final Progress Report:
- (i) a summary of any Communications Activities made for the Project; and
 - (ii) a summary of how the Project aligns with provincial and federal objectives.

D.2.3 Tier 3 Reporting Requirements. If, based on the Province's assessment, a Recipient's Project is categorized as a Tier 3 Project, as identified in column C (Project Tier for Reporting Purposes) of Sub-schedule "D.1" (Project Tier Classification and Other Information), then the Recipient will work with the Province to establish a Committee. Additionally, the Recipient will submit to the Province:

- (a) up and until the final payment had been made pursuant to section J.8.1 (Final Payment) a Progress Report in each calendar year on or before:
 - (i) March 15th;
 - (ii) June 15th;
 - (iii) September 15th; and
 - (iv) December 15th;
- (b) on or before September 15th of each calendar year until the project has reached Substantial Completion, a Certificate from an Independent Engineer to Certify Progress, or for a bus procurement project, subject to prior approval from the Province, a Certificate from an Independent Certifier to Certify Progress;
- (c) a communications plan within 180 days of the Effective Date;
- (d) upon reaching Substantial Completion:
 - (i) a Declaration of Project Substantial Completion;
 - (ii) a final Progress Report;

- (iii) a Certificate from an Independent Engineer for Project Substantial Completion, or for a bus procurement project, subject to prior approval from the Province, a Certificate from an Independent Certifier for Project Substantial Completion; and
- (iv) a photograph of the Project;
- (e) a copy of the reports for the following two compliance audits carried out in accordance with Article D.8.0 (Compliance Audit(s)). The initial compliance audit will be carried out midway through the Project. The final compliance audit will be carried out upon reaching the Project Substantial Completion Date; and
- (f) within 90 days of submitting the final Progress Report:
 - (i) a summary of any Communications Activities made for the Project;
 - (ii) a summary of how the Project aligns with provincial and federal objectives; and
 - (iii) a summary of lessons learned.

D.2.4 Tier 4 Reporting Requirements. If, based on the Province's assessment, a Recipient's Project is categorized as a Tier 4 Project, as identified in column C (Project Tier for Reporting Purposes) of Sub-schedule "D.1" (Project Tier Classification and Other Information), then the Recipient will work with the Province to establish a Committee. Additionally, the Recipient will submit to the Province:

- (a) up and until the final payment has been made pursuant to section J.8.1 (Final Payment):
 - (i) a Progress Report in each calendar year on or before the 15th day of each month;
 - (ii) a communications plan within 180 days of the Effective Date and on or before March 15th in each calendar year thereafter;
- (b) on or before March 15th and September 15th of each calendar year until the project has reached Substantial Completion, a Certificate from an Independent Engineer to Certify Progress, or for a bus procurement project, subject to prior approval from the Province, a Certificate from an Independent Certifier to Certify Progress; and
- (c) upon reaching Substantial Completion:

- (i) a Declaration of Project Substantial Completion;
 - (ii) a final Progress Report;
 - (iii) a Certificate from an Independent Engineer for Project Substantial Completion, or for a bus procurement project, subject to prior approval from the Province, a Certificate from an Independent Certifier for Project Substantial Completion; and,
 - (iv) a photograph of the Project;
- (d) a copy of the reports for the following two compliance audits carried out in accordance with Article D.8.0 (Compliance Audit(s)). The initial compliance audit will be carried out midway through the Project. The final compliance audit will be carried out upon reaching the Project Substantial Completion Date; and
- (e) within 90 days of submitting the final Progress Report:
- (i) a summary of any required Communications Activities made for the Project;
 - (ii) a summary of how the Project aligns with provincial and federal objectives; and
 - (iii) a summary of lessons learned.

D.3.0 ABORIGINAL CONSULTATION RECORD

D.3.1 Inclusion of Aboriginal Consultation Record. The Recipient will provide an updated Aboriginal Consultation Record, if consultation with any Aboriginal Community is required.

D.4.0 RISK ASSESSMENT

D.4.1 Further Details on Risk Assessment. Upon the Province's written request and within the timelines set out by the Province, the Recipient will provide further details on the risk assessment the Recipient provides in respect of any Progress Report.

D.5.0 CLIMATE LENS ASSESSMENTS

D.5.1 **Climate Change Resilience Assessment.** If a climate change resilience assessment is identified as “Required” in column F (Climate Change Resilience Assessment) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the Recipient will submit to Canada, through the Province and in a format acceptable to Canada, a climate change resilience assessment prior to submitting a request for payment for the Project. The climate change resilience assessment will be in accordance with:

- (a) the publication titled, *Climate Lens - General Guidance*, provided by Canada at <https://www.infrastructure.gc.ca/pub/other-autre/cl-occ-eng.html>, or at any other location the Province may provide; and
- (b) any additional direction the Province may provide.

D.5.2 **Greenhouse Gas Emissions Assessment.** If a greenhouse gas emissions assessment is identified as “Required” in column D (Greenhouse Gas Emissions Assessment) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the Recipient will submit to Canada, through the Province and in a format acceptable to Canada, a greenhouse gas emissions assessment prior to submitting a request for payment for the Project. The greenhouse gas emissions assessment will be in accordance with:

- (a) the publication titled, *Climate Lens – General Guidance*, provided by Canada at <https://www.infrastructure.gc.ca/pub/other-autre/cl-occ-eng.html>, or at any other location the Province may provide; and
- (b) any additional direction the Province may provide.

D.6.0 COMMUNITY EMPLOYMENT BENEFITS ASSESSMENTS

D.6.1 **Community Employment Benefits Assessments.** If community employment benefits assessments are identified as “Required” in column E (Community Employment Benefits Assessments) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the Recipient will complete community employment benefits assessments for the Project, as described in section D.6.2 (Description of the Community Employment Benefits Assessments), to the satisfaction of Canada and the Province.

D.6.2 **Description of the Community Employment Benefits Assessments.** If community employment benefits assessments are required pursuant to section D.6.1 (Community Employment Benefits Assessments), the Recipient will provide the Province and Canada with such assessments for three or more of the following federal target groups:

- (a) apprentices;
- (b) Indigenous peoples;
- (c) women;
- (d) persons with disabilities;
- (e) veterans;
- (f) youth;
- (g) new Canadians;
- (h) small-medium-sized enterprises; and
- (i) social enterprises.

D.6.3 Reporting on Community Employment Benefits Assessments. The Recipient will submit its community employment benefit assessments to the Province, together with its final Progress Reports, upon reaching Substantial Completion.

D.7.0 CHANGES TO SCHEDULE “D” (REPORTS)

D.7.1 Minor Changes to the Reporting. Subject to section D.7.2 (Amending the Agreement for Minor Changes to the Reporting), the Parties may make changes to this Schedule “D” (Reports) or Sub-schedule “D.1” (Project Tier Classification and Other Information), or both, that, in the opinion of the Province, are minor.

D.7.2 Amending the Agreement for Minor Changes to the Reporting. Any change made pursuant to section D.7.1 (Minor Changes to the Reporting) must be documented through a written agreement duly executed by the respective representatives of the Parties listed in Schedule “B” (Specific Information).

D.8.0 COMPLIANCE AUDIT(S)

D.8.1 Compliance Audit(s). Without limiting the generality of Section A.7.4 (Records Review) and as required under Article D.2.0 (Reporting Requirements), the Recipient will, at its own expense, retain an independent third party auditor to conduct one or more audits to assess the Recipient’s compliance with the terms and conditions of the Agreement as set out below. Each audit will be conducted in accordance with Canadian Generally Accepted Auditing Standards, as

adopted by the Chartered Professional Accountants of Canada, applicable as of the date on which a record is kept or required to be kept under such standards. Each audit will assess and will address, without limitation, the following:

- (a) claims submitted by the Recipient are only in respect of Eligible Expenditures and the sum of those claims does not exceed the total eligible costs incurred and paid by the Recipient for the Project;
- (b) information the Recipient has provided to the Province is complete and accurate and in accordance with the Agreement;
- (c) the Recipient has maintained the level and type of insurance as set-out in the Agreement;
- (d) all Contracts the Recipient has entered comply with the requirements of the Agreement;
- (e) the Recipient has fulfilled its obligations under Article A.28.0 (Environmental Requirements and Assessments), and Article A.29.0 (Aboriginal Consultation);
- (f) the Recipient has disclosed any rebates or funding received for the Project as required under Section A.4.7 and Section A.4.8 of the Agreement;
- (g) the Recipient has fulfilled its requirements to notify the Province of any increase in project costs in accordance with Section A.4.10; and
- (h) prompt and timely corrective action is taken on prior audit findings, if applicable.

**APPENDIX D
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP): PUBLIC
TRANSIT STREAM**

**SUB-SCHEDULE “D.1”
PROJECT TIER CLASSIFICATION AND OTHER INFORMATION**

Project ID	Project Title	Project Tier for Reporting Purposes	Greenhouse Gas Emissions Assessment	Community Employment Benefits Assessments	Climate Change Resilience Assessment	Eligibility of Own-Force Labour Costs	Competitive Acquisition Exemption
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
ICIP-TEM-01	Transit Upgrades and Fleet Replacement	Tier 1	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable

Note: Please see Schedule “D” (Reports) for further details on reporting.

**APPENDIX E
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM**

**SCHEDULE “E”
ELIGIBLE EXPENDITURES AND INELIGIBLE EXPENDITURES**

E.1.0 ELIGIBLE EXPENDITURES

E.1.1 Scope of Eligible Expenditures. Eligible Expenditures are the direct costs which are, in the opinion of the Province, properly and reasonably incurred and paid by the Recipient in respect of any Project. Eligible Expenditures only include the following costs:

- (a) incurred on or after the Federal Approval Date and paid on or before October 31, 2033:
 - (i) all costs considered by the Parties to be direct and necessary for the successful implementation of the Project which may include, unless excluded under Article E.2.0 (Ineligible Expenditures), capital, construction, design and planning costs; and
 - (ii) the costs related to monitoring project-level community employment benefits.
- (b) the costs related to the completion of the climate lens assessments, incurred at any time and paid on or before October 31, 2033;
- (c) the costs associated with Aboriginal consultation and, where appropriate, accommodation measures, incurred on or after February 15, 2018 and paid on or before October 31, 2033;
- (d) if the Project is identified as “Approved” in column G (Eligibility of Own-Force Labour Costs) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the incremental own-force labour costs for which Canada has provided its prior written consent and have been incurred on or after the date set out in the consent and paid on or before October 31, 2033;
- (e) if the Project is identified as “Approved” in column H (Competitive Acquisition Exemption) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the costs for which Canada has provided its prior written consent and are associated with sole-source contracts, and have

been incurred on or after the date set out in the consent and paid on or before October 31, 2033; and

- (f) any other cost that, in the opinion of the Province, is considered to be necessary for the successful implementation of the Project and has been approved in writing prior to being incurred.

E.2.0 INELIGIBLE EXPENDITURES

E.2.1 Scope of Ineligible Expenditures. Unless a cost is considered an Eligible Expenditure pursuant to section E.1.1 (Scope of Eligible Expenditures), such cost will be considered an Ineligible Expenditure. Without limitation, the indirect costs listed in section E.2.2 (Indirect Costs), the costs listed in section E.2.3 (Costs Over and Above a Project Scope) that are over and above the scope of a Project, and the following costs will be considered Ineligible Expenditures:

- (a) costs incurred prior to the Federal Approval Date of a Project and any and all expenditures related to contracts signed prior to the Federal Approval Date of a Project, except for the costs specified in paragraph E.1.1 (b) and paragraph E.1.1 (c);
- (b) costs incurred or paid, or both after October 31, 2033, unless otherwise approved pursuant to paragraph E.1.1(f);
- (c) costs incurred for a cancelled Project;
- (d) land acquisition costs;
- (e) leasing costs for land, buildings, and other facilities;
- (f) leasing costs for equipment other than equipment directly related to the construction of a Project;
- (g) real estate fees and related costs;
- (h) any overhead costs, including salaries and other employment benefits of any employees of the Recipient, any direct or indirect operating or administrative costs of the Recipient, and more specifically, any costs related to planning, engineering, architecture, supervision, management, and other activities normally carried out by the Recipient's staff, except in accordance with paragraph E.1.1(d);
- (i) financing charges;
- (j) legal fees;

- (k) loan interest payments;
- (l) costs of any goods and services received through donations or in-kind;
- (m) taxes and any other costs for which the Recipient or any Third Party is eligible for a rebate;
- (n) costs associated with operating expenses and regularly scheduled maintenance work, with the exception of essential capital equipment purchased at the onset of the construction/acquisition of the main Asset and approved by Canada;
- (o) costs related to furnishings and non-fixed assets which are not essential for the operation of an Asset or Project;
- (p) costs related to easements (e.g., surveys); and
- (q) any other cost which is not specifically listed as an Eligible Expenditure under Article E.1.0 (Eligible Expenditures) and which, in the opinion of the Province, is considered to be ineligible.

E.2.2 Indirect Costs. Without limitation, the following indirect costs are Ineligible Expenditures:

- (a) costs of developing the business case for the purposes of applying for provincial funding in respect of any Project;
- (b) costs in respect of any Evaluation or any other Project evaluation and audit, unless otherwise approved by the Province in writing;
- (c) costs associated with obtaining any necessary approval, licence or permit where the Recipient is the entity providing the approval, licence or permit;
- (d) costs associated with general planning studies, including the Recipient's Official Plan and Transportation Master Plan;
- (e) carrying costs incurred on the funding share of any funding partner other than the Province;
- (f) costs associated with municipal staff and any Third Party travel;
- (g) litigation costs including, without limitation, any award or settlement costs in respect of damages and related interest, and disbursements; and
- (h) Recipient's upgrades not expressly approved by the Province.

E.2.3 Costs Over and Above a Project Scope. Activities undertaken in respect of any Project that are over and above the scope of the Project are considered Ineligible Expenditures. These costs include, but are not limited to:

- (a) the costs to upgrade municipal services and utilities that are over and above those for the relocation and replacement of municipal services and utilities that are solely required for the Project;
- (b) the costs for upgrades to materials and design beyond existing municipal standards; and
- (c) the costs for corridor and urban design enhancements over and above those that are described in the Project description.

**APPENDIX F
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM**

**SUB-SCHEDULE "J.1"
FORM OF CERTIFICATE FROM RECIPIENT**

**CERTIFICATE FROM RECIPIENT
INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM TRANSFER PAYMENT AGREEMENT**

TO: [insert the information the Province will provide to the Recipient after the Effective Date by Notice]

FROM: [insert address of the Recipient's authorized representative]
Attention: [insert the name and title of the Recipient's authorized representative]
Email: [insert email address of the Recipient's authorized representative]
Telephone No.: [insert telephone number of the Recipient's authorized representative]

RE: Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement - Project [insert the Project unique ID and title]

In the matter of the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement entered into between His Majesty the King in right of Ontario, represented by the Minister of Transportation for the Province of Ontario, and the [insert the legal name of the Recipient] (the "Recipient"), on _____, _____ (the "Agreement").

I, _____ [insert name and title of the Recipient's authorized representative], having made such inquiries as I have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information, and belief:

1. On and as of the date set out below:
 - (a) all representations and warranties contained in Article A.2.0 (Representations, Warranties, and Covenants) of Schedule "A" (General Terms and Conditions) to the Agreement are true and correct;
 - (b) the Recipient is in compliance with all the terms and conditions of the Agreement, including, without limitations, its obligations under Article A.28.0

(Environmental Requirements and Assessments), and sections A.29.1 (Aboriginal Consultation Protocol), A.32.1 (Special Conditions), and C.2.1 (Canada's Requirements for Standards), and no Event of Default, as defined in the Agreement, is currently occurring;

- (c) if the Recipient has incurred a cost overrun in respect of any Project, it has funded the cost, is not asking for funds from the Province, and has sufficient funds to complete the Project in compliance with the Agreement; and
 - (d) the Recipient has complied with all applicable provision of the *Construction Lien Act* (Ontario) and the *Construction Act* (Ontario) and is not aware of any claims for lien under that Act.
2. The information in respect of the Project **[insert the Project unique ID and title]** that is contained in the attached Request for Payment Form and Progress Report is true and correct.
 3. Eligible Expenditures in Appendix "A" have been incurred in accordance with the Agreement and have only been expended on the Project as described in Sub-schedule "C.1" (Project Description, Budget, and Timelines) of the Agreement.
 4. The Recipient is in compliance with all of the reporting requirements of the Agreement.

The Recipient hereby requests a payment in the amount of:

\$ _____ on account of the Province's; and

\$ _____ on account of Canada's contribution towards the Eligible Expenditures of the Project **[insert the Project unique ID and title]**.

Declared at _____ (municipality), in the Province of Ontario, this _____ day of _____, 20_____.

(Signatures)

Name: **[insert/print the name of the Recipient's authorized representative]**

Title: **[insert/print the title of the Recipient's authorized representative]**

I have authority to bind the Recipient.

Witness Name: **[insert/print the name of the witness]**

Title: **[insert/print the title of the witness]**

APPENDIX “A”

COMPLIANCE REQUIREMENTS BEFORE SUBMITTING A REQUEST FOR PAYMENT TO THE PROVINCE <i>(please respond with “YES”, “NO”, or “N/A”, as appropriate)</i>	
The Recipient must pay all payment claims and invoices in full before making a request for payment to the Province. Please indicate whether the Recipient has already paid the claimed amount.	
If your Project requires an environmental assessment (EA), pursuant to A.28.1 (Federal Environmental Requirements) of the Agreement, please indicate if the EA has been approved by Canada. If the response is “No”, the recipient is confirming that this claim does not include costs for site preparation, removal of vegetation or construction of the Project.	
If your Project has been identified by Canada or the Province as having a legal duty to consult and, where appropriate, to accommodate Aboriginal Communities, please indicate if the requirements under Article A.29.0 (Aboriginal Consultation) have been met for the Project. If the response is “No”, the recipient is confirming that this claim does not include costs for site preparation, removal of vegetation or construction of the Project.	
If a climate change resilience assessment is identified as “Required” in column F (Climate Change Resilience Assessment) of Sub-schedule “D.1” (Project Tier Classification and Other Information), please indicate if a climate change resilience assessment has been approved by Canada.	
If a greenhouse gas emissions assessment is identified as “Required” in column D (Greenhouse Gas Emissions Assessment) of Sub-schedule “D.1” (Project Tier Classification and Other Information), please indicate if a greenhouse gas emission assessment has been approved by Canada.	
If your Project requires the acquisition of a vehicle that is not exempt from the Canadian Content Policy, please provide a declaration form pursuant to the Canadian Content Policy.	
If the Recipient does not own the land on which the Project is to be carried out, please indicate if the Recipient has entered into legally binding agreements with all owners of such land as required under Section A.32.1 (Special Conditions) of the Agreement.	
If your Project requires the installation of federal and provincial signage, pursuant to G.8.0 (Signage) of the Agreement, please indicate if the Recipient has installed a federal and provincial sign for the Project.	

Record of Invoices

Date of Invoice (DD/MM/YY)	Period of Work Performed		Vendor Name	Date Paid (DD/MM/YY)	Description of Expense	Eligibility per E.1.1	Amount Paid (\$)				
	From (DD/MM/YY)	To (DD/MM/YY)					Invoice Subtotal without HST	Ineligible Expenditures	Invoice Total HST	Recoverable HST	Eligible Cost (Net of HST)
TOTAL											

The Recipient hereby requests a payment in the amount of:

\$ _____ on account of Canada's and the Province's contribution toward the Eligible Expenditures of the Project **[Insert the Project unique ID and title]**.

Declared at **[Insert Municipality]**, in the Province of Ontario, on **[Insert Date]**. By signing below, I hereby certify that to the best of my knowledge, information and belief, the information that is contained in this form, including the Record of Invoices and compliance requirements table above, is true and accurate. I confirm that all funds received will only and entirely be used for Eligible Expenditures.

(Signatures):

Name: **[insert/print the name of the Recipient's authorized representative]**

Title: **[insert/print the title of the Recipient's authorized representative]**

Witness Name: **[insert/print the name of the witness]**

Title: **[Insert/print the title of the witness]**

I have authority to bind the Recipient.

**APPENDIX G
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM**

**SUB-SCHEDULE “J.2”
FORM OF DECLARATION OF PROJECT SUBSTANTIAL COMPLETION**

**DECLARATION OF PROJECT SUBSTANTIAL COMPLETION
INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM TRANSFER PAYMENT AGREEMENT**

TO: [insert the information the Province will provide to the Recipient after the Effective Date by Notice]

FROM: [insert address of the Recipient’s authorized representative]
Attention: [insert the name and title of the Recipient’s authorized representative]
Email: [insert email address of the Recipient’s authorized representative]
Telephone No.: [insert telephone number of the Recipient’s authorized representative]

RE: Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement - Project [insert the Project unique ID and title]

In the matter of the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement entered into between His Majesty the King in right of Ontario, as represented by the Minister of Transportation for the Province of Ontario, and the [insert the legal name of the Recipient] (the “Recipient”), on _____, _____ (the “Agreement”).

I, _____ [insert name and title of the Recipient’s authorized representative], having made such inquiries as I have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information and belief:

1. On and as of the date set out below:
 - (a) all representations and warranties contained in Article A.2.0 (Representations, Warranties, and Covenants) of Schedule “A” (General Terms and Conditions) to the Agreement are true and correct;
 - (b) the Recipient is in compliance with all the terms and conditions of the Agreement, including, without limitation, its obligations under Article

A.28.0 (Environmental Requirements and Assessments), and sections A.29.1 (Aboriginal Consultation Protocol), A.32.1 (Special Conditions), and C.2.1 (Canada's Requirements for Standards) to the Agreement, and no Event of Default, as defined in the Agreement, is currently occurring;

- (c) if the Recipient has incurred a cost overrun for the Project, the Recipient has funded the cost, is not asking for funds from the Province, and has sufficient funds to complete the Project in compliance with the Agreement;
 - (d) the Recipient has complied with all applicable provisions of the *Construction Lien Act* (Ontario) and the *Construction Act* (Ontario) and is not aware of any claims for lien under that Act;
 - (e) the work for the Project **[insert the Project unique ID and title]**:
 - (i) has reached Substantial Completion, as defined in the Agreement, on the _____ day of _____ 20____ (the "Project Substantial Completion Date");
 - (ii) was carried out between _____ **[insert the start date]** and the Project Substantial Completion Date;
 - (iii) was supervised and inspected by qualified staff;
 - (iv) conforms with the plans, specifications, and other documentation for the Project;
 - (v) conforms with Schedule "C" (Project Description, Budget, Timelines, and Standards) of the Agreement, except as the Province has otherwise approved in advance and in writing;
 - (vi) conforms with the requirements provided for in paragraph A.4.9(d) of Schedule "A" (General Terms and Conditions) of the Agreement to comply with industry standards; and
 - (vii) conforms with applicable Environmental Laws, as defined in the Agreement, and appropriate mitigation measures have been implemented.
2. The information in respect of the Project **[insert the Project unique ID and title]** that is contained in the final Progress Report is true and correct.
 3. The Funds will only and entirely be used for Eligible Expenditures that have been incurred by the Recipient in accordance with the Agreement.

4. The value of completed work on the Project is \$ _____ **[insert the amount in Canadian dollars]**.

Declared at _____ (municipality), in the Province of Ontario, this _____ day of _____, 20____.

(Signatures)

Name: **[insert/print the name of the Recipient's authorized representative]**
Title: **[insert/print the title of the Recipient's authorized representative]**

Witness Name: **[insert/print the name of the witness]**
Title: **[insert/print the title of the witness]**

I have authority to bind the Recipient.

**APPENDIX H
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM**

**SUB-SCHEDULE "J.3"
FORM OF CERTIFICATE FROM AN INDEPENDENT ENGINEER
FOR PROJECT SUBSTANTIAL COMPLETION**

[Note: This form is only for Tiers 2, 3 and 4 Projects. The form may be completed by a professional engineer, rather than an Independent Engineer, for Tier 2 Projects.]

**CERTIFICATE FROM AN INDEPENDENT ENGINEER
FOR PROJECT SUBSTANTIAL COMPLETION
INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM TRANSFER PAYMENT AGREEMENT**

TO: [insert the information the Province will provide to the Recipient after the Effective Date by Notice]

FROM: [insert the address of the Independent Engineer]

Attention: [insert the name and title of the Independent Engineer]
Email: [insert the email address of the Independent Engineer]
Telephone No.: [insert the telephone number of the Independent Engineer]

RE: Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement - Project [insert the Project unique ID and title]

In the matter of the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement entered into between His Majesty the King in right of Ontario, as represented by the Minister of Transportation for the Province of Ontario, and the [insert the name of the Recipient] (the "Recipient"), on _____, _____ (the "Agreement").

I, _____ [insert the name and title of the Independent Engineer], a professional engineer duly licensed in the Province of Ontario, having made such inquiries as I have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information and belief:

On and as of the date set out below, the work for the Project [insert the Project unique ID and title]:

1. has reached Substantial Completion, as defined in the Agreement, on the _____ day of _____ 20____ (the “**Project Substantial Completion Date**”);
2. was carried out between **[insert the start date]** and the Project Substantial Completion Date;
3. was supervised and inspected by qualified staff;
4. conforms with the plans, specifications, and other documentation for the Project;
5. conforms with applicable Environmental Laws, as defined in the Agreement, and appropriate mitigation measures have been implemented, if applicable;
6. conforms with Schedule “C” (Project Description, Budget, Timelines, and Standards) of the Agreement, except as the Province has otherwise approved in advance and in writing; and
7. was undertaken in accordance with industry standards.

Declared at _____ (municipality), in the Province of Ontario, this _____ day of _____, 20_____.

(Signatures)

Name: **[insert/print the name of the Independent Engineer]**

Witness Name: **[insert/print the name of the witness]**

Title: **[insert/print the title of the Independent Engineer]**

Title: **[insert/print the title of the witness]**

**APPENDIX I
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM**

**SUB-SCHEDULE "J.4"
FORM OF CERTIFICATE FROM AN INDEPENDENT ENGINEER TO CERTIFY
PROGRESS**

[Note: This form is only for Tiers 3 and 4 Projects up to Substantial Completion to certify progress once construction is underway excluding utility relocation and site clearing work.]

**CERTIFICATE FROM AN INDEPENDENT ENGINEER TO CERTIFY PROGRESS
INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM TRANSFER PAYMENT AGREEMENT**

TO: [insert the information the Province will provide to the Recipient after the Effective Date by Notice]

FROM: [insert the address of the Independent Engineer]
Attention: [insert the name and title of the Independent Engineer]
Email: [insert the email address of the Independent Engineer]
Telephone No.: [insert the telephone number of the Independent Engineer]

RE: Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement - Project [insert the Project unique ID and title]

In the matter of the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement entered into between His Majesty the King in right of Ontario, as represented by the Minister of Transportation for the Province of Ontario, and the [insert the name of the Recipient] (the "Recipient"), on _____, _____ (the "Agreement").

I, _____ [insert the name and title of the Independent Engineer], an independent professional engineer duly licensed in the Province of Ontario, having made such inquiries as I have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information and belief:

On and as of the date set out below, the work for the Project is _____ [Insert Project percent complete] percent complete, and the Project:

1. was supervised and inspected by qualified staff;
2. conforms with the plans, specifications and other documentation for the Project;
3. conforms with applicable Environmental Laws, as defined in the Agreement, and appropriate mitigation measures have been implemented;
4. conforms with Schedule "C" (Project Description, Budget, Timelines, and Standards) of the Agreement, except as the Province has otherwise approved in advance and in writing; and
5. was undertaken in accordance with industry standards.

Declared at _____ (municipality), in the Province of Ontario, this _____ day of _____, 20_____.

(Signatures)

Name: **[insert/print the name of the Independent Engineer]**
Title: **[insert/print the title of the Independent Engineer]**

Witness Name: **[insert/print the name of the witness]**
Title: **[insert/print the title of the witness]**

**APPENDIX J
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM**

**SUB-SCHEDULE “J.5”
FORM OF CERTIFICATE FROM AN INDEPENDENT CERTIFIER
FOR PROJECT SUBSTANTIAL COMPLETION**

[Note: This form is only for Tiers 2, 3 and 4 bus procurement projects and must be completed by an Independent Certifier.]

**CERTIFICATE FROM AN INDEPENDENT CERTIFIER
FOR PROJECT SUBSTANTIAL COMPLETION
INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM TRANSFER PAYMENT AGREEMENT**

TO: [insert the information the Province will provide to the Recipient after the Effective Date by Notice]

FROM: [insert the address of the Independent Certifier]
Attention: [insert the name and title of the Independent Certifier]
Email: [insert the email address of the Independent Certifier]
Telephone No.: [insert the telephone number of the Independent Certifier]

RE: Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement - Project [insert the Project unique ID and title]

In the matter of the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement entered into between His Majesty the King in right of Ontario, as represented by the Minister of Transportation for the Province of Ontario, and the [insert the name of the Recipient] (the “Recipient”), on _____, _____ (the “Agreement”).

I, _____ [insert the name and title of the Independent Certifier], having made such inquiries as I have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information and belief, on and as of the date set out below:

1. The **[insert number and description of buses]** buses manufactured by **[insert name of bus manufacturer(s)]** (the “Buses”) were inspected by qualified staff on **[insert date(s) of inspection]**; and
2. The Project, which, for greater certainty, includes the Buses:
 - (a) has reached Substantial Completion, as defined in the Agreement, on the _____ day of _____ 20____ (the “**Project Substantial Completion Date**”);
 - (b) was carried out between **[insert the start date]** and the Project Substantial Completion Date;
 - (c) conforms with the plans, specifications, and other documentation for the Project;
 - (d) conforms with all Requirements of Law; and
 - (e) was undertaken in accordance with industry standards.

Declared at _____ (municipality), in the Province of Ontario, this _____ day of _____, 20_____.

(Signatures)

Name: **[insert/print the name of the Independent Certifier]**

Title: **[insert/print the title of the Independent Certifier]**

Witness Name: **[insert/print the name of the witness]**

Title: **[insert/print the title of the witness]**

**APPENDIX K
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM**

**SUB-SCHEDULE “J.6”
FORM OF CERTIFICATE FROM AN INDEPENDENT CERTIFIER TO CERTIFY
PROGRESS**

[Note: This form is only for Tiers 3 and 4 bus procurement projects once buses have been received by the Recipient up to Substantial Completion]

**CERTIFICATE FROM AN INDEPENDENT CERTIFIER TO CERTIFY PROGRESS
INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM TRANSFER PAYMENT AGREEMENT**

TO: [insert the information the Province will provide to the Recipient after the Effective Date by Notice]

FROM: [insert the address of the Independent Certifier]
Attention: [insert the name and title of the Independent Certifier]
Email: [insert the email address of the Independent Certifier]
Telephone No.: [insert the telephone number of the Independent Certifier]

RE: Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement - Project [insert the Project unique ID and title]

In the matter of the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement entered into between His Majesty the King in right of Ontario, as represented by the Minister of Transportation for the Province of Ontario, and the [insert the name of the Recipient] (the “Recipient”), on _____, _____ (the “Agreement”).

I, _____ [insert the name and title of the Independent Certifier], having made such inquiries as I have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information and belief, on and as of the date set out below:

1. The [insert number and description of buses] buses manufactured by [insert name of bus manufacturer] (the “Buses”) were inspected by qualified staff on [insert date(s) of inspection]; and
2. The Project, which, for greater certainty, includes the Buses:

- (a) conforms with the plans, specifications and other documentation for the Project;
- (b) conforms with all Requirements of Law; and
- (c) was undertaken in accordance with industry standards.

Declared at _____ (municipality), in the Province of Ontario, this _____ day of _____, 20_____.

(Signatures)

Name: **[insert/print the name of the Independent Certifier]**
Title: **[insert/print the title of the Independent Certifier]**

Witness Name: **[insert/print the name of the witness]**
Title: **[insert/print the title of the witness]**

Memo

To: Mayor and Council
From: Mitch McCrank, Manager of Transportation Services
Date: April 2, 2024
Subject: Albert Street Project – 2024 Contract Change Order for Contract Administration Services with EXP
Attachments: CCO 1 – NWL-01701012

Mayor and Council:

Approved in the 2023 and 2024 Capital Works Budget, was the Albert Street Reconstruction project.

This project was awarded to Pedersen Construction for all construction activities, and EXP Services Inc. for Contract Administration on behalf of the City (By-law No. 2023-069). The 2023 amount for Contract Admin was \$139,820 plus applicable taxes. There is a small portion of that agreement that will be rolled out in 2024; however, EXP has submitted their 2024 cost for Contract Admin to bring this project to a close. They estimated an additional \$12,000, plus applicable taxes will be required to finish, curbs, grading, asphalt, and project completion. The cost associated with this change will be funded through the remaining Contingency allowance on the Contract and within the allocated budget amount.

Staff recommend moving forward with the change order to allow EXP to be ready for spring construction start-up.

Remaining Contingency (Total Project)	\$ 206,039.30
EXP CCO#1	\$ 12,000.00
Remaining Contingency after CCO #1	\$ 194,039.30

Prepared by:

“Original signed by”

Mitch McCrank, CET
Manager of Transportation Services

Reviewed and Submitted by:

“Original signed by”

Amy Vickery, CMO
City Manager



CONTRACT CHANGE ORDER (CCO) No. 1

Consultant: exp Services Inc.
310 Whitewood Ave. W
New Liskeard, ON

Date: Marh 5, 2024

Client: Corporation of the City of
Temiskaming Shores
325 Farr Drive
Haileybury, ON

Project #: NWL-01701012

Change Order: No. 1

Project Name and Location:

Albert Street Reconstruction, By-law 2023-069, Haileybury, ON.

Description of Work and/or Scope:

This Contract Change Order (CCO) is issued by exp Services to the Corporation of the City of Temiskaming Shores for the following changes in scope.

Changes in Scope of Work

1. EXP has provided contract administration and inspection services on a time and material basis for the construction phase of this project. The initial allotted amount of \$139,820.00 is nearly depleted. It has been agreed part-time inspection will be sufficient to complete the construction phase. EXP estimates that an additional \$12,000.00 +HST will be required to complete the project on a part-time basis.

Costs:

The total increase to the project budget is \$12,000.00

Total Value Change Order No. 1	\$	12,000.00
Original CA Services Agreement Amount	\$	139,820.00
Total Agreement Amount	\$	151,820.00



Schedule:

No impact to schedule.

Exp Services

Name: Chad Chenette, P. Eng.

Title: Project Manager

Signature:

Date Signed:

Mar 5/2024

Corporation of the City of Temiskaming Shores

Name:

Title:

Signature:

Date Signed:

Memo

To: Mayor and Council
From: Steve Burnett, Manager of Environmental Services
Date: April 2, 2024
Subject: Environmental Department Update

Mayor and Council:

I am pleased to provide the following update for the Environmental Department.

Water and Sanitary Operations

Staff continue to repair/maintain both the water and sanitary systems within the City and address issues as they arise. With Winter Operations coming to an end, staff are gearing up to commence the annual maintenance of the sanitary collection and water distribution systems. The sanitary flushing program is tentatively scheduled to start the week of April 15.

Blue Box Transition

Circular Material Ontario recently released a request for proposal (RFP) to provide blue box material collection services within the Temiskaming District catchment area. This RFP closed on March 20, 2024, with the announcement of award anticipated to be in Q2.

Staff will reach out to the company awarded the collection services, to discuss collection/costs for Industrial, Commercial and Institutional (ICI) establishments and collection scheduling to ensure a smooth transition. Once all information is received, staff will report to Council with recommendation on how to move forward with the ICI establishments.

Capital Projects

- **ICI Water Meter Program (Carryover)** – Some arrangements have been made with the property owners and local plumbers to install the remaining meters. Training continues with staff related to the implementation of the billing software.
- **Robert/Elm Pumping Station – Overflow Installation (Carryover)** – The overflow pump has been installed. The connection to the pumping station is now complete and commissioning will be done soon to complete the project.

- **North Cobalt Lagoon Rehabilitation** – Purchase orders have been issued to OCWA to supply and install the required material/equipment to complete the rehabilitation.

- **Intrusion Alarm Upgrades – Water and Wastewater Facilities** – Purchase orders have been issued to OCWA for the supply and installation of the required material/equipment to complete the project.

- **Haileybury Landfill Closing Activities** – The Request for Proposal to secure the services for the required capping of the Haileybury Landfill closed on March 15, 2024.

Prepared by:

“Original signed by”

Steve Burnett
Manager of Environmental Services

Subject: Request for Proposal Award –
Haileybury Landfill Closure

Report No.: PW-011-2024

Agenda Date: April 2, 2024

Attachments

Appendix 01: Submission Opening PW-RFP-003-2024

Appendix 02: Draft Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-011-2024; and
2. That Council hereby directs staff to prepare the necessary by-law to enter into an agreement with York1 Remediation LP for construction services related to the placement of final cover at the closed Haileybury Landfill Site in the amount of \$ 565,925.00 plus applicable taxes for consideration at the Regular Council Meeting on April 16, 2024.

Background

In 2018 the Haileybury Landfill Site Closure Plan was approved by the Ministry and became part of the landfill's ECA requirements. This document outlines the requirements associated with the placement of final cover at the Haileybury Landfill.

The final cover or “cap” is a major component of the Haileybury landfill site closure design. The cap will provide a barrier for the release of landfill gas, the ingress of oxygen, minimize water infiltration and leaching, and improve the overall visual feature of the site.

The design for the final cover includes the placement of a low permeable barrier layer covering the waste, topsoil placed over the barrier layer and vegetative material on the topsoil.

During the 2024 budget deliberation process, Council approved the placement of the final cover material at the Haileybury Landfill Site as a capital project with a budget amount of \$ 640,000.00.

In February 2024, request for proposal (RFP) PW-RFP-003-2024 – Haileybury Landfill Closure was released to secure construction services related to the placement of final cover at the closed Haileybury Landfill Site. This RFP closed on Friday, March 15, 2024.

Analysis

Two (2) submissions were received in response to PW-RFP-003-2024. Both proposals were reviewed and evaluated in accordance with the evaluation criteria set out in PW-RFP-003-2024. The submissions are summarized as follows:

Firm	Evaluation Score					Total	Fees
	Expertise	Staff	Schedule	Knowledge	Fees	Score	Excl. taxes
York1	160	120	155	70	350	855	\$ 565,925.00
Pedersen	164	120	160	100	280	824	\$ 646,757.00

Based on the above, Staff is recommending that Council approve entering into an agreement with York1 Remediation LP for construction services related to the placement of final cover at the closed Haileybury Landfill Site, in the amount of \$ 565,925.00 plus applicable taxes.

Relevant Policy / Legislation / City By-Law

- By-Law No. 2017-015, Procurement Policy
- Haileybury Landfill Site Closure Plan

Consultation / Communication

- Administrative Report PW-011-2024
- PW-RFP-003-2024 – Haileybury Landfill Closure

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

This capital project was approved within the 2024 Budget with a budget amount of \$ 640,000.00.

Climate Considerations

The climate lens was used for climate considerations. The placement of final cover material on the waste will provide a barrier for the release of landfill gas, the ingress of oxygen, and minimize water infiltration and leaching.

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and submitted for Council's consideration by:

"Original signed by"

"Original signed by"

Steve Burnett
Manager of Environmental Services

Amy Vickery
City Manager

Document Title: PW-RFP-003-2024 "Haileybury Landfill Closure"

Closing Date: Friday, March 15, 2024

Closing Time: 2:00 p.m.

Department: Public Works

Opening Time: 2:45 p.m.

Attendees via teleconference: Microsoft Teams

City of Temiskaming Shores:

Logan Belanger, Municipal Clerk 	Kelly Conlin Deputy Clerk	Steve Burnett Manager of Environmental Services 
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Others (teleconference):

Clint Pedersen's		

Submission Pricing

Bidder: Pedersen Construction (2013) Inc.

Task	Lump Sum Upset Limit (Exclusive of HST)
Hauling and placement of low permeable material	\$ 326,112.00
Supply and placement of topsoil	\$ 283,745.00
Supply and placement of vegetative material	\$ 36,900.00
Total	\$ 646,757.00

Bidder: York Remediation LP

Task	Lump Sum Upset Limit (Exclusive of HST)
Hauling and placement of low permeable material	\$ 247,431.00
Supply and placement of topsoil	\$ 309,279.00
Supply and placement of vegetative material	\$ 9,215.00
Total	\$ 565,925.00

Bidder: N/A

Task	Lump Sum Upset Limit (Exclusive of HST)
Hauling and placement of low permeable material	\$
Supply and placement of topsoil	\$
Supply and placement of vegetative material	\$
Total	\$

Bidder: N/A

Task	Lump Sum Upset Limit (Exclusive of HST)
Hauling and placement of low permeable material	\$
Supply and placement of topsoil	\$
Supply and placement of vegetative material	\$
Total	\$

Bidder: N/A

Task	Lump Sum Upset Limit (Exclusive of HST)
Hauling and placement of low permeable material	\$
Supply and placement of topsoil	\$
Supply and placement of vegetative material	\$
Total	\$

Note: Since this is a Request for Proposal all submissions are required to be evaluated based on a set of pre-determined evaluation criteria. All offered prices are offers only and subject to scrutiny. All proponents whether successful or not will be notified of results, in writing at a later date.

The Corporation of the City of Temiskaming Shores

By-law No. 2024-000

Being a by-law to authorize an agreement with York1 Remediation LP, for construction services related to the placement of final cover at the closed Haileybury Landfill Site

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. PW-011-2024 at the April 2, 2024 Committee of the Whole meeting, and directed staff to prepare the necessary by-law with York1 Remediation LP for construction services related to the placement of final cover at the closed Haileybury Landfill Site, in the amount of \$ 565,925.00 plus applicable taxes, for consideration at the April 16, 2024 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 an Agreement with York1 Remediation LP for construction services related to the placement of final cover at the closed Haileybury Landfill Site, in the amount of \$565,925.00 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law.
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 16th day of April, 2024.

Mayor

Clerk

DRAFT



Schedule “A” to

By-law 2024-000

Agreement between

The Corporation of the City of Temiskaming Shores

And

York1 Remediation LP

for construction services related to the placement of final cover at the closed
Haileybury Landfill Site

This agreement made this 16th day of April, 2024.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called “the Owner”)

and

York1 Remediation LP
(hereinafter called “the Contractor”)

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

Article I:

The Contractor will:

- a) Provide all material and perform all work described in the following Contract Documents:
 - i. Request for Proposal No. PW-RFP-003-2024, titled Haileybury Landfill Closure; and
 - ii. York1 Remediation LP submission in response to PW-RFP-003-2024 (Appendix 01).
- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents.
- c) Complete, as certified by the Manager of Environmental Services, all the work by **June 28, 2024.**
- d) The time limits referred to in this Agreement may be abridged or extended by mutual agreement by both Parties.

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid **Five-Hundred and Sixty-Five Thousand, Nine-Hundred and Twenty-Five Dollars and Zero Cents (\$565,925.00) plus applicable taxes**, subject to additions and deductions as provided in the Contract Documents.

- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Contractor:

York1 Remediation LP

5090 Commerce Blvd. Suite 200
Mississauga, ON L4M 5M4

The Owner:

City of Temiskaming Shores

325 Farr Drive / P.O. Box 2050
Haileybury, Ontario P0J 1K0

The Manager of Environmental Services:

City of Temiskaming Shores

P.O. Box 2050
325 Farr Drive
Haileybury, Ontario P0J 1K0

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

York1 Remediation LP

Robert Stacey, Director, Civil and Environmental Projects

Municipal Seal

**The Corporation of the City of Temiskaming
Shores**

Mayor – Jeff Laferriere

Clerk – Logan Belanger



Appendix 01 to
Schedule "A" to

By-law No. 2024-000

Form of Agreement



York1 Remediation LP, A Subsidiary of York Group Holdings LP
5090 Commerce Blvd, Suite 200
Mississauga, Ontario, L4W 5M4

March 15, 2024

Attention:

Logan Belanger, Clerk
City of Temiskaming Shores
PO Box 2050
325 Farr Drive
Haileybury, ON P0J 1K0

Re: PW-RFP-003-2024 "Haileybury Landfill Closure"

Dear Logan,

York1 Remediation LP, A Subsidiary of York Group Holdings LP (York1) is pleased to present this bid submission regarding the response to the Request for Proposal for construction services related to the placement and final cover at the closed Haileybury Landfill located at 544091 Dump Rd. York1 has prepared this proposal based on the careful review of the provided tender documents.

York1 prides itself as a recognized industry leader. We provide; excavation, hydrovac excavation, demolition, environmental remediation, shoring and foundations, construction services, underground services, drilling and waste management for some of the largest and most complex commercial and residential projects across Ontario. Since 1950, our customers have relied on us for one simple reason: we get the job done right. We take pride in staying true to our tradition of service excellence by performing the work safely, smoothly, and sustainably.

With us on your side, you can rest assured knowing we'll always get the job done right. It's more than just a priority for us; it's Peace of Mind Performance, our promise to you. We've been delivering on it for 70 years. We care about you, your business, and your community. We put you first. If you have any further questions or require more information, please feel free to contact me via email at thille@york1.com or by phone at 416-771-1568.

Sincerely,

A handwritten signature in black ink, appearing to be "TH" or similar initials.

Trevor Hille
Senior Project Manager

Table of Contents

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1.0 Mandatory Submissions

This section is related to the mandatory components of this bid submission that is required from York1. Following pages included signed:

- Form of Proposal
- Non-Collusion Affidavit
- Conflict of Interest Declaration

**City of Temiskaming Shores
PW-RFP-003-2024
Haileybury Landfill Closure**

Form of Proposal

Proponent's submission of bid to:

The Corporation of the City of Temiskaming Shores

Stipulated Bid Price

We/I, YORK1 REMEDIATION LP
(Registered Company Name/Individuals Name)

Of, 5090 COMMERCE BLVD,SUITE 200 MISSISSAUGA ON L4W 5M4
(Registered Address and Postal Code)

Phone Number: 1-866-469-6751 Email: thille@york1.com

We/I hereby offer to enter into an agreement for the goods and/or services, as required in accordance with the Proposal for a price of (must be CDN funds and without HST):

Task	Lump Sum Upset Limit
Hauling and placement of low permeable material	\$247,431
Supply and placement of topsoil	\$309,279
Supply and placement of vegetative material	\$9,215
Total	\$565,925

Acknowledgement of Addenda

I/We have received and allowed for ADDENDA NUMBER 1 in preparing my/our proposal.

Bidder's Authorized Official: ROBERT STACEY

Title: DIRECTOR, CIVIL AND ENVIRONMENTAL PROJECTS

Signature: *Robert Stacey*

Date: MARCH 15, 2024

Form 1 to be submitted.

**City of Temiskaming Shores
PW-RFP-003-2024
Haileybury Landfill Closure**

Non-Collusion Affidavit

I/ We YORK1 REMEDIATION LP the undersigned am fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such bid.

Such bid is genuine and is not a collusive or sham bid.

Neither the bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham bid in connection with the work for which the attached bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the price of any bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed bid.

The price or prices proposed in the attached bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The bid, quotation or proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at: 11:30 am this 15 day of March, 2024.

Bidder's Authorized Official: ROBERT STACEY

Title: DIRECTOR, CIVIL AND ENVIRONMENTAL PROJECTS

Signature: *Robert Stacey*

Date: MARCH 15, 2024

Form 2 to be submitted.

**City of Temiskaming Shores
PW-RFP-003-2024
Haileybury Landfill Closure**

Conflict of Interest Declaration

Please check appropriate response:

I/We hereby confirm that there is not nor was there any actual perceived conflict of interest in our Proposal submission or performing/providing the Goods/Services required by the Agreement.

The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's Proposal submission or the contractual obligations under the Agreement.

List Situations:

In making this Proposal submission, our Company has / has no (*strike out inapplicable portion*) knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the RFP process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at: 11:30 am this 1 5 day of M a r c h, 2024.

Signature: *Robert Stacey*

Bidder's Authorized Official: ROBERT STACEY

Title: DIRECTOR, CIVIL AND ENVIRONMENTAL PROJECTS

Company Name: YORK1 REMEDIATION LP

Form 3 to be submitted.

2.0 Qualifications, Expertise and Performance on Similar Projects

Over 70 years, York1 has completed a wide variety of excavation projects including landfill construction, capping, and contaminated soils management. More recently, the following three projects demonstrate our work with municipal landfill projects. The below listed projects were completed within schedule and budget.

Project #1 - Highland Drive Landfill Remediation and Restoration - July 2022, ongoing

- **Owner - Canadian Nuclear Laboratories Value - \$11.2MM**

Highland Drive Landfill contains an estimated 120,000m³ of municipal solid waste and additional 75,000m³ of radioactive waste. The scope of work requires York1 to remove the entire volume of the landfill, haul and dispose of radiation impacted material and backfill replacement of non-impacted waste. Restoration includes shaping and grading of the refuse for positive drainage and placement of a landfill cap, erosion control matting and hydroseeding.

Project #2 - Construction of Stratford Landfill Cell 3B – 2022-2023

- **Owner - City of Stratford Value - \$2.1MM**

The project required excavation of a new municipal landfill cell and segregation of material for suitable re-use. York1 placed and compacted a the base liner, installed a leachate collection system, groundwater control system , adrainage swale and water diversion system, and hydroseeded disturbed areas. The City engaged York1 to complete a section of final landfill cover on an adjacent landfill cell.

Project #3 - Remediation of Former Gerrard and Victoria Park Landfill - 2022

- **Owner - Diamond Kilmer Value - \$7.0MM**

The project required relocation of a methane collection system, and excavation and off-site disposal of 80,000 tonnes of contaminated soil. 125,000m³ of engineered clean fill was imported, placed, and graded to stabilize the slopes and complete the restoration.

3.0 Project Team and Senior Staff

The following illustrate York1 qualifications and experience that will be utilized on this project. York1 excels in working closely with our clients to provide a high level of service.

- Trevor Hille, Senior Project Manager
 - Over 23 years of safe project execution
 - Over \$550MM in remediation, civil and mine development, closure and infrastructure

- Cameron Simpson, General Superintendent
 - Over 17 years in the Environmental Remediation and Construction industry in supervisory, superintendent and enforcement roles.
 - Current oversight for remediation of a former Landfill in the Port Hope Area Initiative

- Tyler Ralph, Site Superintendent
 - Over 14 years in remediation and civil works
 - Previous experience overseeing works at Stratford Landfill for York1

Resumes for the above key project team members are provided in the following pages.

4.0 Completeness and Schedule

This section will discuss York1’s availability of key staff, customer service program, methodology and schedule for delivery of service and Quality Assurance program.

Availability of Key Staff:

- York1 key staff listed in section 3.0 will be scheduled to be available for this project
- Equipment operators will also be available to work on this project

Customer Service Program:

- York1 considers health and safety to be of the utmost importance. York1 shall meet or exceed all regulatory requirements, policies and procedures in order to maintain a safe work environment.
- The Project Team’s ability to work together effectively ensures the client’s expectations are met. Weekly meetings and updates with the client are scheduled to keep an open dialog between all stakeholders and ensures the project is on track to being completed
- Open communication is key to mitigating issues, concerns and challenges. Any issues identified that my impact cost or schedule will be addressed with the Project Team consulting with the client to determine the best course of action to resolve

Methodology and Schedule for delivery of service:

- After the Project Award and prior to start of this project, the Project Management Team will meet with the City and their representative to review the contract and requirements. As the project progresses and for the duration of the project, the plan and schedule will be tracked and reviewed at the site. If any issues or unknowns arise through the course of the project, the Project Manager will present potential impact, and suggested solutions to the City.
- A baseline schedule is provided in Figure 1.

	May 20, 2024					May 27, 2025					June 03, 2024					June 10, 2024					June 17, 2024				
	M	T	W	TH	FRI	M	T	W	TH	FRI	M	T	W	TH	FRI	M	T	W	TH	FRI	M	T	W	TH	FRI
1 Mobilization																									
2 Survey Set-out																									
3 Prep Landfill and Barrier Stockpile																									
4 Haut & Place Barrier Layer																									
5 Supply & Place topsoil																									
6 Supply & Place Vegetative Material																									
7 Demobilization																									

Figure 1

Quality Assurance Program:

- Prior to starting work on this project, York1 will undertake an elevation survey of the landfill cover area for a baseline surface
- Impermeable stockpile will be cleared of vegetation, oversized and unsuitable debris
- Barrier layer will be installed in approximately 400mm lifts and compacted with an 84” padfoot roller. Additional lift will be installed and compacted to meet the 600mm lift
- Elevation Survey checks and points will be taken for the 600mm barrier layer
- Survey checks and points will be taken for the 150mm topsoil placement
- York1 has used the qualities provided in the owners estimate for the barrier layer, topsoil, and seed to price this work. The area requiring seeding provided in the bid documents is 12,300m².

5.0 Knowledge of City Regarding the Project

York1 visited the landfill property in March 2024 to observe site conditions and has also engaged with local business for supply of equipment, topsoil and services.

York1 will utilize local suppliers where practical, including topsoil supply, support equipment and services such as water truck, toilets, fuel, generators, etc.

The crew will be lodging locally during the project at available lodging and frequent local stores for day-to-day supplies.

6.0 Closure

We look forward to working with you on this project. If you have any further questions or require more information, please feel free to contact me via email at thille@york1.com or by phone at 416-771-1568.

Sincerely,

A handwritten signature in black ink, appearing to be the initials "TH" or similar, written in a cursive style.

Trevor Hille
Senior Project Manager

Memo

To: Mayor and Council
From: Matt Bahm, Director of Recreation
Date: April 2, 2024
Subject: Planet Youth Timiskaming
Attachments: Appendix 01 – Planet Youth Fast Facts
Appendix 02 – Planet Youth Timiskaming (Jan 2024 Update)

Mayor and Council:

Stemming from the prevention pillar of the Timiskaming Drug and Alcohol Strategy, community partners, including the City of Temiskaming Shores, have initialized Planet Youth Timiskaming.

This ambitious project models itself from the Icelandic model of substance use prevention which has shown remarkable success in keeping youth from using drugs and alcohol.

The project works by collecting important data directly from the source, our local youth, about drug and alcohol use among other information about their health and well-being. Then, once data collection is complete, increasing protective factors and reducing risk factors in the four areas where youth spend their time. This includes areas in the community where youth spend time with family, their peer group and during leisure activities.

So far, Planet Youth Timiskaming has been able to form a coalition of local agencies and has conducted a comprehensive survey with the help of our local school boards. This data is currently being prepared for release to the public and will form the basis for interventions to improve the lives of youth within Timiskaming District.

As this information is disseminated to the community, please consider the role our municipality has to play in minimizing the use of drugs and alcohol for our youth and, ultimately, our role in creating a better community.

The City of Temiskaming Shores has representatives on both the steering committee for Planet Youth Timiskaming and on the local action team making plans for local programs.

More information will be provided as our district continues through this process.

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



PARTNER *Timiskaming*

FAST FACTS



WHAT IS IT?

Planet Youth is a **strategy** where the **whole community** helps to improve the health and lives of young people.

GOAL

Prevent or reduce use of alcohol, tobacco or drugs among youth to **improve their health, happiness, and life success.**

PLANET YOUTH

Planet Youth (also known as the Icelandic Prevention Model) was developed in Iceland to make sure children and youth have the supports they need to live their best lives. This includes using less alcohol, tobacco and drugs, less violence, better mental health, and feeling like they belong.

Due to its success, Planet Youth has been adopted in 34 countries and hundreds of cities and towns around the world.

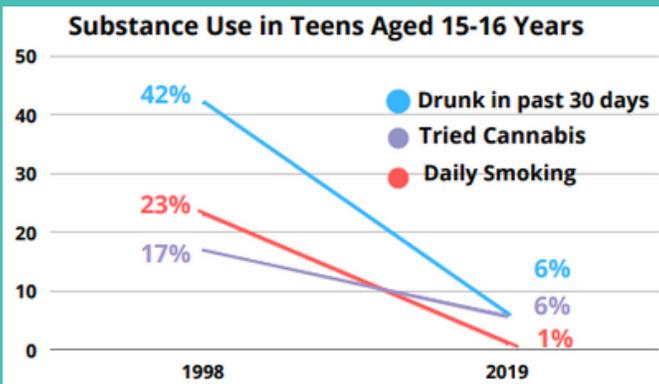
HOW IS THIS DONE?

Youth complete **surveys** to help us understand the local situation. Planet Youth reviews the numbers and shares a report that highlights the risk and protective factors (things that make it more or less likely for someone to make healthy choices) of each community.

Local partners come together to create **action plans** based on the survey results & community feedback.

Actions focus on **increasing protective factors** & **reducing risk factors** in four key areas where children and youth spend the most time: with family, friends, at school and free time.

RESULTS IN ICELAND SINCE STRATEGY STARTED

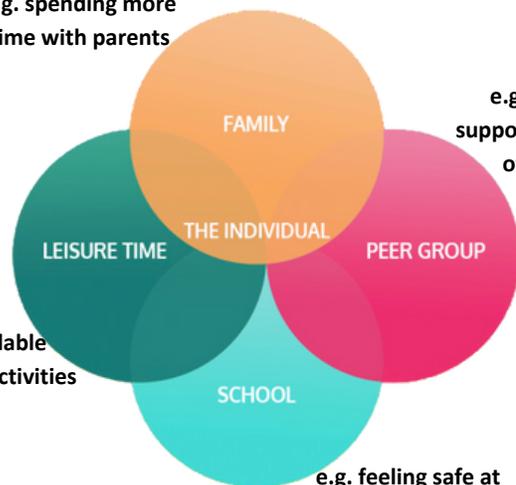


e.g. spending more time with parents

e.g. having a supportive group of friends

e.g. affordable options for activities

e.g. feeling safe at school



TIMISKAMING
DRUG AND ALCOHOL STRATEGY
STRATÉGIE CONTRE LES DROGUES ET
L'ALCOOL DU TIMISKAMING

FOR MORE INFORMATION:

aeltermane@timiskaminghu.com



Building healthy communities for children and youth.

Planet Youth Timiskaming is a 5-year pilot project based on the Icelandic Prevention Model, a proven approach to reduce alcohol and drug use among young people. Planet Youth empowers communities to work together to address the root causes of early substance use. The approach focuses on strengthening key protective factors like relationships with family and friends, involvement in extracurricular activities, and school engagement. Using the Planet Youth approach, our communities will gain valuable insights into the health and wellbeing of young people, implement effective local solutions, and track changes over time.

PLANET YOUTH TIMISKAMING UPDATE

January 2024

ACTIVATING PLANET YOUTH TIMISKAMING

Planet Youth Agreement Signed

In September 2023, Timiskaming Health Unit signed an agreement with the Planet Youth Guidance Program to officially launch Planet Youth Timiskaming. This agreement marked the start of our district's journey of adapting and implementing the Icelandic Prevention Model. The approach is an important part of the Timiskaming Drug and Alcohol Strategy's effort to prevent high-risk substance use.



Erika Aelterman, Timiskaming Health Unit, Jon Sigfusson, Planet Youth-Chair of the Board, Robin Katrick, Planet Youth-Regional Director North America, and Kim Peters, Timiskaming Health Unit

16 countries are actively implementing Planet Youth

5 Timiskaming District is the 5th location in Canada to sign on with Planet Youth

BUILDING A COALITION OF ORGANIZATIONS TO SUPPORT YOUTH

The first step of the Planet Youth process was to build a coalition of organizations to guide the approach.

Local Learning Session

In February 2023, community partners from across the district came together to explore Planet Youth as a local strategy to improve outcomes for children and youth. Planet Youth representatives Jon Sigfusson and Robin Katrick presented how the approach has reduced teen substance use in Iceland from 42% in 1997 to 5% in 2022. The event recording is available on YouTube: [Part 1](#), [Part 2](#).



Jon Sigfusson presenting an introduction to the Planet Youth Guidance Program

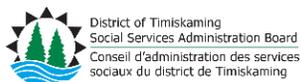


Community partners participate in learning session hosted by the Timiskaming Drug and Alcohol Strategy at Riverside Place

37 community partners engaged at local learning session

Establishing the Steering Committee

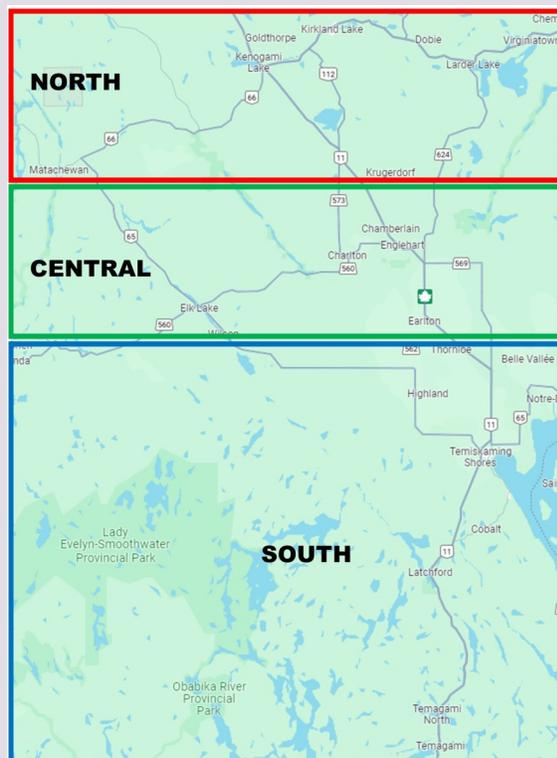
Over the summer months we established a Steering Committee to build a strong foundation for this work in Timiskaming District. This multi-sectoral group has been instrumental in shaping the project structure, ensuring a district-wide approach. Crucial to this project has been centering the voice and experiences of our district's youth, and to this end, a bi-annual youth survey and ongoing youth engagement will inform the plans.



DETERMINING PROJECT STRUCTURE

Timiskaming district and Temagami have been divided into three zones – North, Central, and South. Each zone will receive a local data report, providing valuable insight into the health and wellbeing of the young people that live there.

Our strategy envisions the creation of a Local Action Team within each zone that will be tasked with creating and monitoring progress through action plans. Local teams are being formed, and anyone is welcome to join a team and contribute to solutions that will improve the lives of children and youth.



WHAT WE'VE BEEN UP TO:

Youth Survey

We are thrilled to share that the first round of youth surveys was completed in November 2023! The data from the Planet Youth Survey will help our communities understand what life is like for teenagers in the North, Central, and South parts of Timiskaming District.

Once the data reports are ready, the Local Action Teams will review the survey findings, share with their communities, and make an action plan for what they see as the best responses to the findings. Stay tuned for more information on what the data says!

5

high schools participated

561

grade 10 and 11 students have told us about their lives growing up in Timiskaming District

83%

overall response rate achieved

2

promotion videos (bilingual) created by local students



<https://www.youtube.com/watch?v=aMdtAzcYgxc&t=1s>

Student engagement

The Planet Youth team held booths at each high school to collect input from students on what would make their communities better places for young people. Some of the themes raised by youth include their need for safe spaces, wanting more things to do, and a desire to feel like a valued member of the community.

The Local Action Teams will use the results from these engagement sessions to inform action plans.

5 high schools engaged



Youth engagement at École secondaire catholique Sainte-Marie, Kirkland Lake District Composite School, and Timiskaming District Secondary School

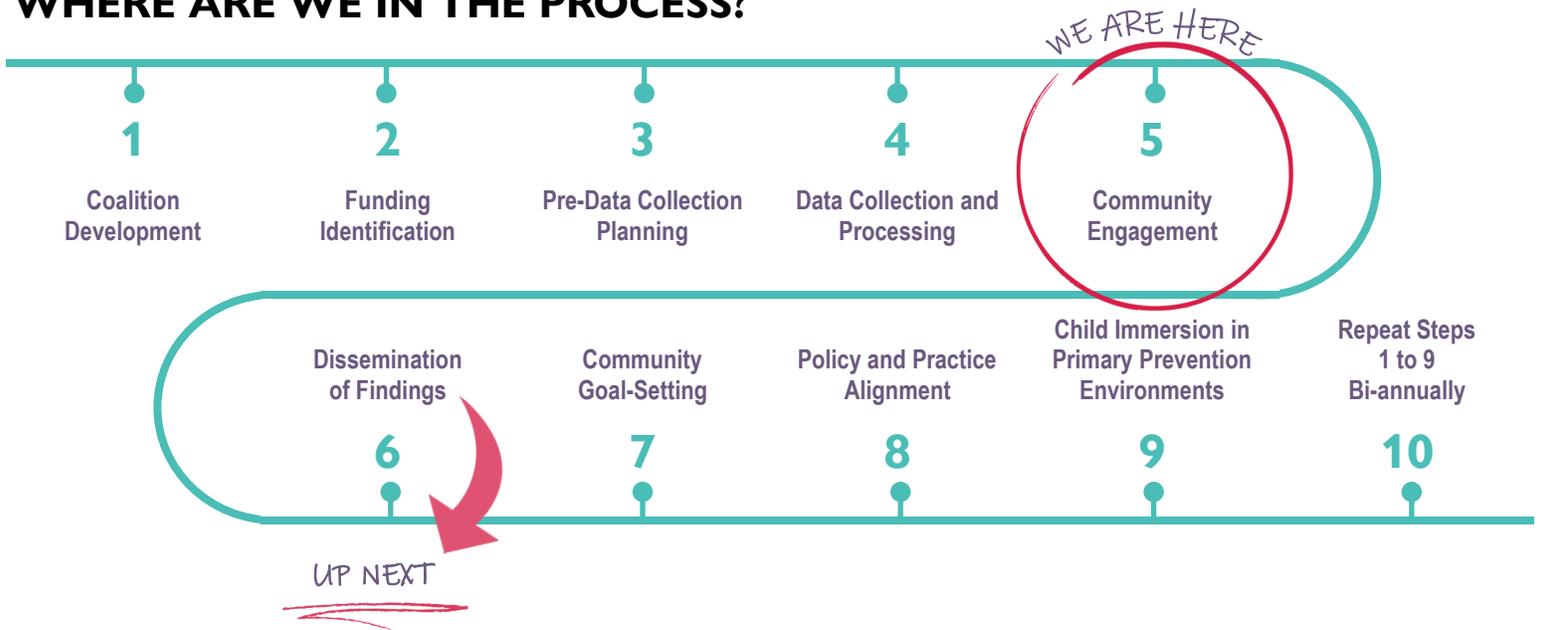
40 community members and agencies participated in Action Team Building

11 school staff participated in the survey training

Workshops

Planet Youth Timiskaming participated in a series of workshops in the fall. The first focused on how to build effective Local Action Teams while the second workshop was designed to educate local teachers on how to administer the Planet Youth survey in their classrooms.

WHERE ARE WE IN THE PROCESS?



LOOKING FORWARD: PLANS FOR 2024

As we look forward, our activities will focus on activating the three zones within our district. This will include:

Further community and youth engagement

Developing the Local Action Teams

Sharing the results of the youth surveys

Holding community goal-setting workshops

Designing evidence-based and community-informed solutions



Vision

We want all youth in Timiskaming District to have a sense of belonging, optimism, and resilience through caring relationships and meaningful engagement within their community.

Mission

To dramatically delay and decrease use of alcohol, tobacco, cannabis, and other drugs by youth in Timiskaming District.

**For more information
or to join an action team,
please contact:**



TIMISKAMING
DRUG AND ALCOHOL STRATEGY
STRATÉGIE CONTRE LES DROGUES ET
L'ALCOOL DU TIMISKAMING

PLANET
Youth®

PLANÈTE Jeunesse
PARTENAIRE Timiskaming
PARTNER Timiskaming

Erika Aelterman
Planet Youth Timiskaming Coordinator
Timiskaming Health Unit
aeltermane@timiskaminghu.com

Memo

To: Mayor and Council
From: Matt Bahm, Director of Recreation
Date: April 2, 2024
Subject: ONTC Agency Agreement
Attachments:

Mayor and Council:

At the February 20, 2024, Regular Council Meeting, Council passed resolution 2024-072 which stated:

Resolution No. 2024-072

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-002-2024; and

That Council direct staff to provide notice to the Ontario Northland Transportation Commission (ONTC) under Section 32 of the ONTC/City of Temiskaming Shores Agency Agreement (By-law No. 2023-116), to terminate the agreement which provided for an ONTC Agency at the Pool and Fitness Centre, effective March 22, 2024.

Carried

Staff provided notice to the ONTC on February 21, 2024, of our intentions to terminate the agreement as of March 22, 2024.

Representatives of the ONTC contacted City staff on March 20, 2024, requesting that the City change the termination date to May 6, 2024 which would allow the ONTC to continue to provide bus passenger and parcel service to the community until their new operator can begin providing those services (Temiskaming Power Sports).

In the interest of the community who uses this service, and after considerations of staff safety and their workloads, the City agreed to modify the termination date to May 6, 2024.

City staff did not have time to bring this request forward to Council for their consideration before the potential disruption in service and are therefore providing this information now.

Should Council wish, staff would be able to discuss a different termination date with the ONTC but doing so would risk disruption in this service.

All other provisions of the previous agreement remain in place including the payment of fees to the City for providing this service.

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

Memo

To: Mayor and Council
From: Mathew Bahm, Director of Recreation
Date: April 2, 2024
Subject: Recreation Operations Update (March)
Attachments: Appendix 01 - Recreation Department Projects Tracking Sheet
Appendix 02 - PFC Monthly Statistics (Feb)

Mayor and Council:

Below is the monthly operational update from the Recreation department:

Parks and Facilities:

We have confirmed our ice our Arena ice out dates for this spring. The last day for ice rentals at the SHSMA is April 7th. Once ice has been removed, Zubycck Skillz will be using the dry floor for some community sport programs. The last day for ice at the DSMA will be May 12th. We have 107 hours of ice time booked for the spring session over three weeks.

Parks and Facilities staff recently completed a refinishing of the floor at Riverside Place. Staff also completed some interior painting during the 3-day closure. This is our main hall for community events so finding three days where the facility was available proved difficult.

Staff also finished removing items from the New Liskeard Marina in advance of Temiskaming Power Sports taking over the operations of the facility.

The City also received delivery of our new ice resurfacer for use at the DSMA at the beginning of March. This machine is now in service and being used by staff daily. One of the features of the machine is a new laser leveling system which will keep our ice a much more consistent thickness and therefore save lots of runtime on our refrigeration plant. The machine got wrapped with advertising for Georgia-Pacific as part of our 3-year advertising agreement. The City hosted a photo opportunity to showcase the new machine and received news articles about the agreement on the Temiskaming Speaker, CJTT-FM and baytoday.ca.

Building Maintenance:

Building Maintenance staff assisted with the installation of a repaired water service to the NL Marina building the week of March 18th. Due to a water break on the line at the end of 2023, Environmental Services staff did not have time to repair this break before winter. With our new tenant entering the building on March 20th staff made sure that all services were setup for TPS.

BM staff also completed some more removals of Reliance hot water heater equipment. These removals were tied to the old Haileybury Fire Hall. The City also completed two buyouts of serviceable Reliance equipment and we now do not have any equipment on rental contracts. When Building Maintenance responsibilities were first transferred to the Recreation Department there were 15 pieces of equipment rented from Reliance including some that had been disconnected and replaced.

BM staff performed some repairs around the DSMA including some plumbing reconfiguring to better utilize the installed capacity of our hot water heaters and rebuilding the exterior cover for the events electrical panel.

Programming:

We have announced that there will be no swimming lessons this spring due to a lack of qualified instructors. We have announced this decision to the public along with providing advance notice of summer swimming lesson dates.

Aquatic staff are instead focussing on providing upcoming aquatic leadership courses to get more qualified people available to work.

The PFC saw another very busy month of March with data to be provided once tabulated. The fitness centre saw many new faces join to use the facility and our March break swims were well attended.

Registration for our minor ball program is slated to begin the first week of April with games and practices slated to begin in May.

The Fitness Centre received delivery of our new Precor treadmill. This is one of two pieces of equipment which were part of the capital budget for 2024.

Administration:

The City provided notice to our previous season boaters at the New Liskeard Marina about the change in operations for the 2024 season. All boaters were sent a letter explaining the change and notifying them that they had to contact Temiskaming Power Sports for slip rentals.

Staff have also been exploring the possibility to hire a consultant to help determine feasible expansion options at the Haileybury Medical Centre to accommodate our tenants' requests. The City would be able to utilize the information to better consider options for the building.

The City has been coordinating with the Save On Energy program for conversions of lights to LED. Each building is eligible for \$2,000 in costs for conversion and so far, 15 buildings have had work orders signed for conversions to be completed.

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



Figure 1 - City staff completing training for the new Olympia



Figure 2 - Completed maintenance at Riverside Place

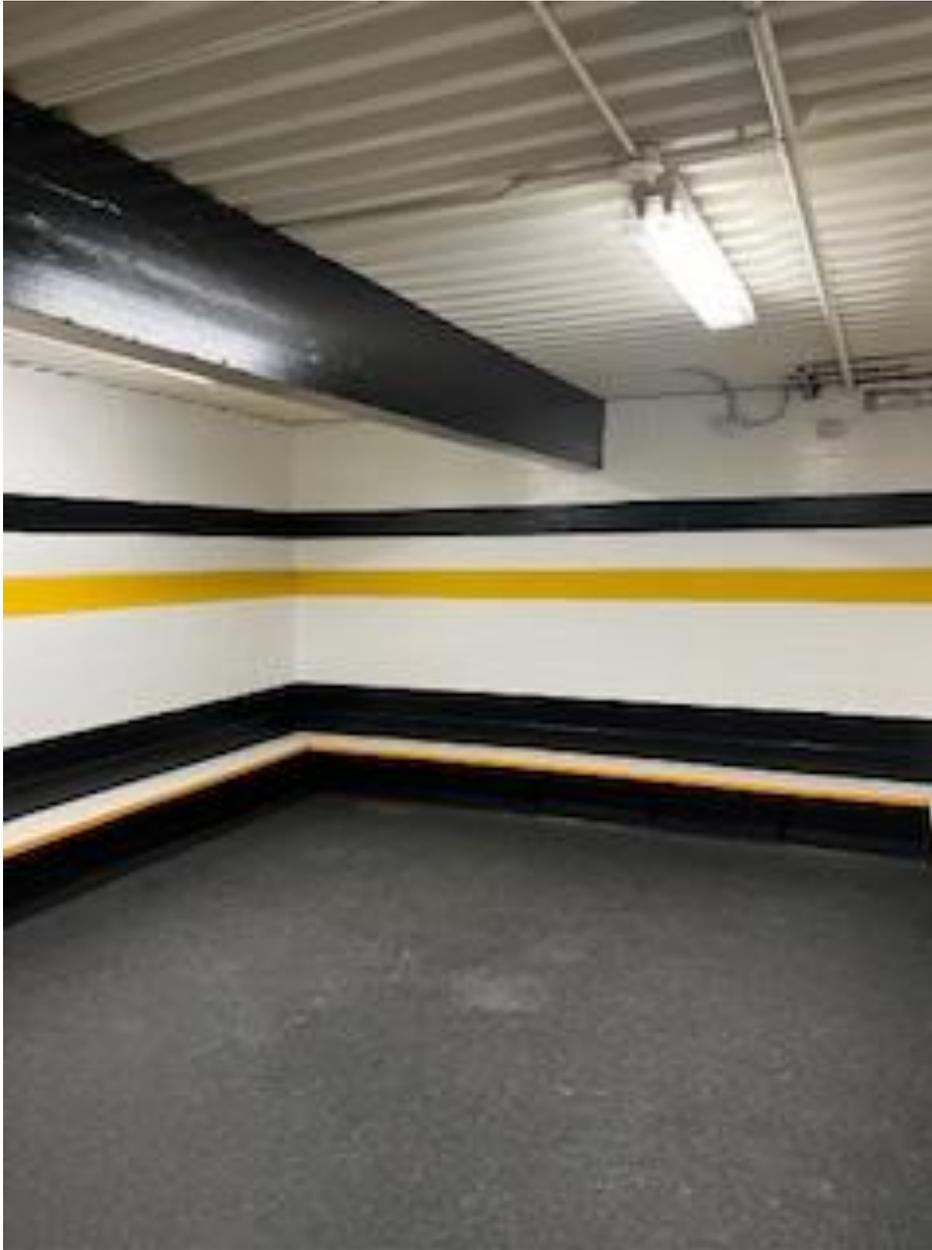


Figure 3 - Staff completed further painting at the DSMA

2024 Budgeted Recreation Department Projects

Project	Rec/B M	Budgeted Cost	Project Lead	Project Method	Year	Capital /Operating	January 31, 2024	February 26, 2024	February 26, 2024
NL Arena Accessibility Project	BM	\$ 1,000,000	Matt	RFT / PM	2022	Capital	No change	Contractor continues to work at correcting final deficiencies.	Final Deficiencies have been corrected. Our consultant is reviewing the submittals and will issue substantial completion once reviewed.
Energy Audits (PW, PFC, CH, DSMA, RP)	BM	\$ 200,000	Kristen	Canoe	2023	Capital	WF Group has started the project as per their work plan.	WF Group is planning to conduct site visits the week of March 11th	Site visits were changed to the week of April 15th
Hlby Beach Mushroom Conversion	Rec	\$ 25,000	Matt	Quotations	2023	Capital	No change	No change	No change
Kickplate Replacement (Hlby and NL)	Rec	\$ 18,000	Paul	Canoe	2023	Operating	No change	No change	No change
Albert Street (STATO)	Rec	\$ 176,210	Mitch	RFT	2023	Capital	No change	No change	No change
Gym Equipment (Hack Squat, Treadmill)	Rec	\$ 25,000	Jeff	Quotes	2024	Capital	No change	A treadmill has been ordered.	Treadmill was received and is in use.
Ball Diamond Groomer	Rec	\$ 23,000	Matt	Canoe	2024	Capital	No change	No change	NOHFC Phase 1 Application has been submitted. Awaiting a response from the NOHFC
Farr Park Project	Rec	\$ 480,000	Matt	RFP	2024	Capital	No change	No change	NOHFC Phase 1 Application has been submitted. Awaiting a response from the NOHFC
Shaver Park Rehab Project	Rec	\$ 95,000	Matt	RFQ	2024	Capital	No change	No change	NOHFC Phase 1 Application has been submitted. Awaiting a response from the NOHFC
Dymond Sports Park Fence	Rec	\$ 25,000	Matt	RFQ	2024	Capital	No change	No change	NOHFC Phase 1 Application has been submitted. Awaiting a response from the NOHFC
Hlby WTP Security Fence	ES	\$ 6,000	Matt	RFQ	2024	Capital	No change	No change	No change
St Michel AT Path	Rec	\$ 85,000	Matt	RFQ	2024	Capital	No change	No change	RFT for this work has been drafted and released. The closing date for submissions is April 24, 2024
Spurline Concrete	Rec	\$ 45,000	Matt	RFQ	2024	Capital	A recommendation to award the project is included in the upcoming council package.	Contractor is scheduled to mobilze to the site on May 13th	Contractor is scheduled to mobilze to the site on May 13th
Animal Pound Renovation	BM	\$ 75,000	Matt	RFQ	2024	Capital	Contractor is continuing the renovation and is on track to meet their goal of completion by March.	Project is continuing well. Contract change orders have pushed completion to mid-March	Work is nearing completion for our contractor. The City is scheduled to install ventilation and some ductwork once they have completed their portion of the project.

Library Roof Repair	BM	\$	35,000	Matt	RFQ	2024	Capital	No Update	No Update	No Update
Haileybury Arena AODA Engineering	BM	\$	31,500	Matt	RFP	2024	Capital	RFP has been released with a closure date of February 21, 2024	RFP has been canceled due to ambiguity with the drafted RFP. Staff have engaged with a consultant to narrow the focus of the procurement to ensure accurate consideration of proposals	Have yet to finalize an agreement with a consultant to perform a scope review. Expected to be confirmed the week of April 1st.
EV Charger (New Liskeard)	CS	\$	100,000	Kristen	RFP	2024	Capital	Application has been submitted.	Staff are awaiting a response to our grant application	Staff are awaiting a response to our grant application
Dymond Apartment Bathroom Reno	BM	\$	15,000	Paul	Quotes	2024	Capital	Staff are currently soliciting quotations for this work.	Staff continue to solicit quotations for this work.	A purchase order has been issued for this work to a local contractor. This work has been procured on budget and will be completed in late-May while our tenant is able to be away from their apartment.
Dymond Hall Door Replacement	BM	\$	13,000	Matt	Quotes	2024	Capital	No Update	No Update	No Update
Bandstand Roof Replacement	BM	\$	10,000	Paul	Quotes	2024	Capital	No Update	No Update	No Update
Harbourplace Deck Repair	BM	\$	15,000	Paul	Quotes	2024	Operating	No Update	No Update	No Update
Recreation Parks Equipment	Rec	\$	20,000	Matt	Quotes	2024	Operating	Equipment will be purchased in April for installation in May	Equipment will be purchased in April for installation in May	Equipment will be purchased in April for installation in May
Hlby Marina Redecking	Rec	\$	15,000	Paul	Quotes	2024	Operating	No Update	No Update	No Update
Playground Surfacing	Rec	\$	25,000	Paul	Quotes	2024	Operating	No Update	No Update	Staff have purchased the required materials for sealing all our playground surfaces. Once the weather is warm enough to apply correctly staff will complete the work.
PFC Window Replacement	BM	\$	5,000	Jeff	Quotes	2024	Operating	No Update	No Update	No Update
NL Community Hall Feasibility Study	BM	\$	15,000	Matt	RFP	2024	Operating	No Update	No Update	No Update
McCamus WTP Roof Replacement		\$	45,000	Matt	RFQ	2024	Capital	RFQ has been released with a closure date of February 22, 2024.	RFQ closed with three bids. After review with our consultant, we are proposing to cancel the RFQ and reissue with new completion dates. We expect this will result in lower bids.	A report to award this RFQ is in the April 2nd CotW package.
Niven St Reservoir Roof Replacement		\$	75,000	Matt	RFT	2024	Capital	RFQ has been released with a closure date of February 21, 2024.	A recommendation to award has been included in the March CoW package.	Rivard Bros have been awarded the contract to complete this work.
<u>Olympia Replacement</u>	<u>Rec</u>	<u>\$</u>	<u>170,000</u>	<u>Matt</u>	<u>RFT</u>	<u>2022</u>	<u>Capital</u>	<u>No change</u>	<u>The machine was delivered on February 29th with staff receiving training on March 1st.</u>	<u>Completed</u>
<u>NL Arena Side Door Replacement</u>	<u>BM</u>	<u>\$</u>	<u>7,000</u>	<u>Paul</u>	<u>Quotes</u>	<u>2024</u>	<u>Operating</u>	<u>Completed</u>	<u>Completed</u>	<u>Completed</u>
<u>City Hall Floor Scrubber</u>	<u>BM</u>	<u>\$</u>	<u>4,000</u>	<u>Jeff</u>	<u>Quotes</u>	<u>2024</u>	<u>Operating</u>	<u>Floor machine has been received and is in service.</u>	<u>Floor machine has been received and is in service.</u>	<u>Floor machine has been received and is in service.</u>
<u>Floor Machine - Hlby Arena</u>	<u>BM</u>	<u>\$</u>	<u>6,000</u>	<u>Paul</u>	<u>Quotes</u>	<u>2024</u>	<u>Capital</u>	<u>Floor machine has been received and is in service.</u>	<u>Floor machine has been received and is in service.</u>	<u>Floor machine has been received and is in service.</u>

2024 PFC Monthly Summary	
February 2024	
<u>Statistics</u>	
Pool	2092
Squash	74
Gym	3923
Class	320
Total	6409
Firefighters	60
Doctors	104
Community Living	28
NEOFACS	0
Northern Star	0
A. Recovery	0
Lifetime	21
Total	213
Temagami Health	0
Northern Loons	18
Total	18
City Employees	217
City Summer Students	0
Councillors	10
Total	227
<u>Residents</u>	
Tem. Shores	5422
Other	554
Quebec	433
Total Attendance	6409
Increase (Decrease) vs Feb 2023	20.61%
<i>Total Attendance Feb 2023</i>	5314

**Subject: McCamus Well Roof
Replacement RFQ Award**

Report No.: RS-007-2024

Agenda Date: April 2, 2024

Attachments

Appendix 01: Submission Opening Results - RS-RFQ-005-2024

Appendix 02: Blanchfield Roofing Company Ltd. Bid Submission & Draft Agreement

Appendix 03: Garland Canada Recommendation

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report RS-007-2024; and
2. That Council directs staff to prepare the necessary by-law to enter into an agreement with Blanchfield Roofing Company Limited for the replacement of the McCamus Well Building Roof in the amount of \$42,600.00 plus applicable taxes, for consideration at the April 16, 2024, Regular Council meeting.

Background

The City of Temiskaming Shores identified issues with the roof of the McCamus Well Building in 2023. Upon close inspection it was determined that the existing roof membrane needed to be replaced to ensure the building envelop remained watertight. Staff engaged a roofing consultant for assistance in creating a plan for the repair.

The project was included in the 2024 Environmental Services Capital Budget.

City staff released RS-RFQ-004-2024, McCamus Well Building Roof Replacement on January 30, 2024. The RFQ was placed on the City's website and Biddingo with a deadline for submissions of February 22, 2024. The RFQ received three bids from qualified contractors however all were above the budget for this project. Upon review with our roofing consultant, we reissued the RFQ with the title RS-RFQ-005-2024, McCamus Well Building Roof Replacement. This revised RFQ had a submission for deadlines of March 26, 2024 and received four submissions by the closing date.

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

This project has been included in the City’s 2024 Capital Budget as a joint line including the Niven Reservoir Roof Replacement project which council awarded for \$127,950. The total cost of both projects is \$170,550 with Council approving a total budget for this work of \$175,000.

Climate Considerations

After review with the City’s Climate Lens, no considerations for increased CO2 emissions, or temperature and precipitation adaptation were noted.

Alternatives

Council could direct staff to reissue a revised RFQ for this work.

Council could direct staff to cancel this project.

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

Document Title: **RS-RFQ-005-2024 "McCamus Well Roof Replacement"**

Closing Date: **Tuesday, March 26, 2024**

Closing Time: **2:00 p.m.**

Department: **Recreation**

Opening Time: **2:45 p.m.**

Attendees via teleconference: **Microsoft Teams**

City of Temiskaming Shores:

Logan Belanger Municipal Clerk	Kelly Conlin, Deputy Clerk	Mathew Bahm, Director of Recreation	Steve Burnett Manager of Environmental Services
			

Others (teleconference):

Submission Pricing

Bidder: *Lakeland Roofing Ltd.*

Description	Amount
Lump sum price per scope of work (exclusive of HST)	\$ 39,200. ⁰⁰

Bidder: *Flynn Canada Ltd.*

Description	Amount
Lump sum price per scope of work (exclusive of HST)	\$ 74,172. ⁰⁰

Bidder: *Blanchfield Roofing Company Ltd.*

Description	Amount
Lump sum price per scope of work (exclusive of HST)	\$ 42,600. ⁰⁰

Bidder: *Designed Roofing*

Description	Amount
Lump sum price per scope of work (exclusive of HST)	\$ 44,000. ⁰⁰

Note: All offered prices are offers only and subject to scrutiny. Submissions will be reviewed for errors, omissions and accuracy by municipal staff prior to any awarding. All proponents whether successful or not will be notified of results, in writing at a later date.

The Corporation of the City of Temiskaming Shores

By-law No. 2024-000

**Being a by-law to authorize an agreement with Blanchfield
Roofing Company Limited for the replacement of the McCamus
Well Building Roof**

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-007-2024 at the April 2, 2024 Committee of the Whole meeting, and directed staff to prepare the necessary by-law with Blanchfield Roofing Company Limited for the replacement of the McCamus Well Building Roof in the amount of \$42,600.00 plus applicable taxes, for consideration at the April 16, 2024 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 an agreement with Blanchfield Roofing Company Limited for the replacement of the McCamus Well Building Roof in the amount of \$42,600.00 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law.
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 16th day of April, 2024.

Mayor

Clerk

DRAFT



Schedule “A” to

By-law 2024-000

Agreement between

The Corporation of the City of Temiskaming Shores

And

Blanchfield Roofing Company Limited

for the replacement of the McCamus Well Building Roof

This agreement made this 16th day of April, 2024.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

and

Blanchfield Roofing Company Limited
(hereinafter called "the Contractor")

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

Article I:

The Contractor will:

- a) Provide all material and perform all work described in the following Contract Documents:
 - i. Request for Quotation No. RS-RFQ-005-2024, titled McCamus Well Roof Replacement; and
 - ii. Blanchfield Roofing Company Limited submission in response to RS-RFQ-005-2024 (Appendix 01).
- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents.
- c) Complete, as certified by the Manager of Environmental Services, all the work by **September 27, 2024.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid **Forty-Two Thousand, Six-Hundred Dollars and Zero Cents (\$42,600.00) plus applicable taxes,** subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Contractor:

Blanchfield Roofing Company Limited

34 Venture Crescent
North Bay, ON P1A 0E4

The Owner:

City of Temiskaming Shores

325 Farr Drive / P.O. Box 2050
Haileybury, Ontario P0J 1K0

The Director of Recreation Services:

City of Temiskaming Shores

P.O. Box 2050
325 Farr Drive
Haileybury, Ontario P0J 1K0

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

Blanchfield Roofing Company Limited

Megan Delorme, Vice President

Municipal Seal

**The Corporation of the City of Temiskaming
Shores**

Mayor – Jeff Laferriere

Clerk – Logan Belanger



Appendix 01 to
Schedule "A" to

By-law No. 2024-000

Form of Agreement

**City of Temiskaming Shores
RS-RFQ-005-2024
McCamus Well Roof Replacement**

Form of Quotation

Each Quotation should contain the legal name under which the Proponent carries on business, telephone number and email, as well as the name or names of appropriate contact personnel which the City may consult regarding the Quotation. We, the undersigned, understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labor, apparatus, and documentation as are required to satisfy this Quotation (all prices must be CDN funds and without HST):

NOTE: All portions of "Form of Quotation" must be accurately and completely filled out.

Lump sum price per scope of work (exclusive of HST)	\$ 42,600. ⁰⁰ .00
Estimated Mobilization Date:	April 22, 2024
Estimated Completion Date (Must be completed by 2024-09-27):	May 10, 2024

Acknowledgement of Addenda

I/We have received and allowed for ADDENDA NUMBER 2 in preparing my/our Quotation.

Company Name: Blanchfield Roofing Company Limited

Mailing Address: 34 Venture Crescent, North Bay ON

Postal Code: P1A 0E4

Telephone: 705-472-5973

Email: admin@blanchfieldroofing.com

Bidder's Authorized Official:

Megan Delorme

Title:

Vice-President

Authorizing Signature:

M Delorme

Date:

March 26, 2024

Contact name (if different
from authorizing official):

Megan Delorme

Contact's email:

admin@blanchfieldroofing.com

Form 1 to be submitted.

**City of Temiskaming Shores
RS-RFQ-005-2024
McCamus Well Roof Replacement
List of Proposed Sub-Contractors**

Name	Address	Component
/		

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Quotation document.

Date: March 26, 2024

Bidder's Authorized Official: Megan Delorme

Title: Vice-President

Company Name: Blanchfield Roofing Company Limited

Authorizing Signature: [Signature]

Form 2 to be submitted.

**City of Temiskaming Shores
RS-RFQ-005-2024
McCamus Well Roof Replacement**

Non-Collusion Affidavit

I/ We Blanchfield Roofing Company Limited the undersigned am fully informed respecting the preparation and contents of the attached Quotation and of all pertinent circumstances respecting such bid.

Such a bid is genuine and is not a collusive or sham bid.

Neither the bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham bid in connection with the work for which the attached bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the price of any bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed bid.

The price or prices proposed in the attached bid are fair and proper and not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

The bid, quotation or Quotation of any person, company, corporation, or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation, or organization may be subject to exclusion or suspension.

Date:

March 26, 2024

Bidder's Authorized Official:

Megan Delorme

Title:

Vice-President

Company Name:

Blanchfield Roofing Company Limited

Authorizing Signature:

M Delorme

Form 3 to be submitted.

**City of Temiskaming Shores
RS-RFQ-005-2024
McCamus Well Roof Replacement**

Conflict of Interest Declaration

Please check appropriate response:

I/We hereby confirm that there is not nor was there any actual perceived conflict of interest in our Quotation submission or performing/providing the Goods/Services required by the Agreement.

The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's Quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this Quotation submission, our Company has / has no (*strike out inapplicable portion*) knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the RFQ process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Date: March 20, 2024

Bidder's Authorized Official: Megan Delorme

Title: Vice-President

Company Name: Blanchfield Roofing Company Limited

Authorizing Signature: [Signature]

Form 4 to be submitted.



GARLAND CANADA INC.

YVES ROCHON

REGIONAL MANAGER - EASTERN CANADA

127 WEST PENINSULA ROAD, NORTH BAY, ONTARIO, P1B 8G4

PHONE: (705) 492-8001

EMAIL: rochon@garlandcanada.com

www.garlandcanada.com

Wednesday March 27th, 2024

Mr. Matt Bahm
Director of Recreation
Corporation of the City of Temiskaming Shores
325 Farr Drive, PO Box 2050, Haileybury, ON, P0J 1K0

Re.: RS-RFQ-005-2024 McCamus Well Roof Replacement Recommendation

Mr. Bahm,

As requested, I have review the recent submissions for the above tender. Please be advised that the low bidder – Lakeland Roofing’s submission is none compliant with the requirements as outlined within the tender documents, specifically for the long-term warranty requirements.

Therefore, it is our recommendation that the project be awarded to the 2nd bidder, Blanchfield Roofing Company Ltd.

Please do not hesitate to contact me at the number above should you have any questions, and/or require additional information.

Sincerely,

Yves E. Rochon



**FIRE DEPARTMENT ACTIVITY REPORT
OFFICE OF THE FIRE CHIEF**



April 2nd, 2024

EMERGENCY RESPONSES

Total responses for the period March 1, 2024 – March 27, 2024

Total Emergency Responses (All Stations)	Estimated Dollar Loss	Estimated Dollar Saved
13	Pending - building Pending - contents \$50,000 - vehicle	\$400,000

Station 1 - Incident Response Summary (6 Calls)

- Fire Call, 480 Broadway Street – False Alarm, Equipment Malfunction.
- Fire Call, Hwy 11 and Mowat Landing Rd – False Alarm, Overheat no fire.
- Fire Call, 265 Pine Street W.
- CO Call, 586085 Mowat Landing Rd – CO Present.
- Gas Leak, 52 King Edward Street – Natural Gas.
- Gas Leak, 690 Lakeshore Rd – Natural Gas.

Station 2 - Incident Response Summary (5 Calls)

- Fire Call, 265 Pine Street W.
- Fire Call, 265 Pine Street W, Exposure fire.
- Fire Call, 1468 Lakeshore Rd S.
- Fire Call, 66 Lakeshore Rd N – False Alarm, Overheat no fire.
- Gas Leak, 88 Lakeshore Rd N – Natural Gas.

Activity Report – March 1, 2024 – March 27, 2024

Station 3 - Incident Response Summary (4 Calls)

- Fire Call, 265 Pine Street W.
- Fire Call, 141 Dymond Ave – False Alarm, Other false fire call.
- Rescue Call, Golf Course Rd – Water Ice Rescue.
- Gas Leak, 144 Drive-In Theatre Rd – Natural Gas.

Total responses this year to date,

Total Emergency Responses (All Stations)	Estimated Dollar Loss	Estimated Dollar Saved
32	Pending	\$950,000

FIRE PREVENTION DIVISION

Fire safety inspections conducted for the period of February 1, 2024 – February 29, 2024, by reason included the following:

Request	Complaint	Routine	Licensing	Follow-up	Annual	Burning Permits	Total Inspections
1	2	1		3	3	3	13

Total Inspections year to date 2024 – **57**

Vulnerable Occupancy mandatory fire drill verifications completed at Northdale Manor and Temiskaming Lodge.

Public Education/Events

- Ecole Ste. Michel Grade 1, station tour, fire safety presentation, equipment demo. 54 Students, 4 Adults.
- Private station tour, equipment demo, 12 children, 6 adults.
- Ecole Ste. Croix, winter fun day, all classes.
- CJTT monthly morning chat, open air burning, firefighter green lights.
- Fire safety information via social media, CJTT, and the Speaker.

ONGOING INVESTIGATIONS/CHARGES

Nil

TRAINING AND EDUCATION

- All Stations, 3-year refresher with Enbridge Gas. (Cobalt FD also attended)
- RTC – Fire Officer I course complete. 2 Temiskaming Shores FD members.
- Staff from Temiskaming Veterinary Services received portable fire extinguisher training, 15 students.

MAINTENANCE

- Regular maintenance.
- Compressor 6-month preventative maintenance completed.
- Breathable air sampling completed.
- SCBA flow testing completed.

NEW BUSINESS

- Harris Township annual report submitted.
- Station 2, extractor has arrived.

Subject: Appointment of Volunteer Firefighter **Report No.:** PPP-004-2024
Agenda Date: April 2, 2024

Attachments

None

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PPP-004-2024; and
2. That Council hereby appoints Eric Leveille as Volunteer Firefighter to the Temiskaming Shores Fire Department in accordance with the Recruitment and Retention Program.

Background

In an effort to fill a vacancy within the department at Station #3 and to help ensure adequate staffing levels are maintained, the Department is seeking to fill a Volunteer Firefighter position at Station #3.

Analysis

Section 4.02 of Schedule “A” to By-law 2005-001, being the Fire Department Establishing and Regulating By-law for the Temiskaming Shores Fire Department, states that for the purposes of ensuring adequate staffing, twenty (20) shall be used as a guideline for the minimum number of firefighters per District Station and in no case shall the number of firefighters per District Station exceed twenty-five (25).

Based on the identified need to fill a vacancy at Station #3, an interview with the candidate was conducted by the Station Officers. Subsequently a recommendation from the District Chief of Station #3 was provided to the Fire Chief requesting consideration of the appointment of Eric Leveille as Volunteer Firefighter to the Temiskaming Shores Fire Department.

The candidate being recommended has demonstrated a strong desire to be a member of the Temiskaming Shores Fire Department team. This coupled with his work experience, makes him an excellent candidate for the position he is being recommended for.

Relevant Policy / Legislation / City By-Law

- By-Law No. 2016-040, Temiskaming Shores Fire Department Recruitment and Retention Program.
- By-Law No. 2005-001, Fire Department Establishing and Regulating By-law.

Consultation / Communication

- Consultation with Station #3 District Chief.

Financial / Staffing Implications

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

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

Financial implications include the provision of appropriate Volunteer Firefighter Honorariums which have been included in the 2024 Fire Services Operational Budget. All costs associated with the appointment would include the provision of dress uniforms and protective equipment that would be drawn from the fire departments operational budget.

Staffing implications associated with the proposed appointment are limited to normal administrative functions and duties, and the requirement to fill a vacant position within the fire department. Adequate staffing levels are established based on availability and the ability of fire department personnel to respond.

Current fire station staffing levels are as follows:

- 26 members Station #1, (one auxiliary)
- 23 members Station #2, and
- 21 members Station #3 (one member on leave).

Alternatives

No alternatives were considered.

Submission

Prepared by:

Steve Langford

Reviewed and submitted for Council's
consideration by:

"Original signed by"

Steve Langford
Fire Chief

Amy Vickery
City Manager

Memo

To: Mayor and Council
From: Amy Vickery, City Manager
Date: April 2, 2024
Subject: Animal Services Update
Attachments: N/A

Mayor and Council:

It is my pleasure to provide an update on the activities within the first quarter of the Animal Services Program for 2024.

By-law & Licensing

By-law 2023-122 being a by-law to regulate the care and control of animals and provide for the registration of dogs and cats within the City of Temiskaming Shores has been registered with the court and confirmed for set fines, received February 24, 2024.

Under the by-law there has been a few verbal warnings, one written warning issued and one fine for an at large dog. Most complaints or enquiries involve dogs at large, excrement complaints or reporting lost or found pets.

As of March 15, 2024, 239 licenses are active for 2024. One kennel application has been processed along with inspection of the same.

Personnel

The Animal Services Coordinator onboarded January 8, 2024, and has been working cooperatively with the By-law Enforcement Officer to deal with animal related matters. She has prepared the procedures and forms in preparation of the new facility and made key contacts and arrangements with some outreach.

Municipal Facility

As reported by the Director of Recreation responsible for city facilities, the renovation of the space is nearing completion with an anticipated completion of early April. Supplies and equipment for the space have been ordered or are received. The inspection with the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) will be scheduled mid April.

Communication

Key messaging and public education will be prepared for spring reminders and licensing of pets. Staff are currently working on the proper platform for social media.

Community Programs

A spay/neuter clinic for rescue or TNR cats is being considered and would involve volunteers and staff of Northern College with the assistance of OSPCA. Half of the cost of this clinic is being funded by a donation from a resident of Temiskaming Shores and the city has received a request to match the donation. This would ensure that rescues, and such in Temiskaming Shores would be allocated spots in the clinic. This initiative fits within the scope and goals of Animal Services.

Operating Budget to Actual (unposted)

Revenue	\$4,350
Expenses	
Salaries & Benefits overhead	\$3,185
Other Expenses	<u>\$3,850</u>
	\$7,035

Estimated general expenses for April to prepare for the opening of the facility is \$2,500 which includes cleaning supplies, food, handling equipment, etc.
Capital estimates are not available at the time of this report.

Reviewed and submitted
for Council's consideration
by:

"Original signed by"

Amy Vickery
City Manager

Memo

To: Mayor and Council
From: Kelly Conlin, Deputy Clerk/Police Services Board Secretary
Date: April 2, 2024 – Committee of the Whole
Subject: Transition from Section 10 Board to OPP Detachment Board
Attachments: None

Mayor and Council,

The Solicitor General's Office has provided notice that on April 1, 2024, the Community Safety and Policing Act, 2019 ([CSPA](#)) will come into force and the Police Services Act, 1990 (PSA) will be repealed.

Further to correspondence received by the OPP's Municipal Policing Bureau, in terms of the relationship between the City and the OPP, there is no change in police services, however, the Section 10 Police Services Agreement (contract) will lapse on April 1, 2024.

The approved budget for Police Services and the Detachment Board for 2024 will remain unchanged; and all current funding initiatives remain in place (RIDE Grant, Prisoner Transport/Court Security, Community Safety and Policing Grant and the Mobile Rapid Crisis Response Team Grant).

The structure of the new Temiskaming Detachment Board 1 (representing the catchment area of Temiskaming Shores only) will be as follows:

- 2 Council Representatives
- 2 Community Representatives
- 1 Provincially Appointed Member

Appointments to the new Detachment Board are governed by Section 33 of the CSPA; in summary, an appointed member must have a clear police record check valid in the last year, and may not be one of the following ineligible persons:

- A judge;
- A justice of the peace;
- A member of police service, a special constable or First Nation Officer;
- Any person who practises criminal law as a defense counsel or as a prosecutor;
- A director, officer, or employee of a prescribed policing provider; or
- A former member of a police service, unless, they were not member of the police service, and at least one (1) year has passed since they ceased being a member of the police force, they belonged to.

All members of the new Detachment Board, including the Board Secretary and the respective OPP Detachment Commander will be receiving mandatory Training in accordance with the requirements outlined in Section 35 of the CSPA (Human Rights, Code of Conduct, Systemic Racism, AODA, etc.) directly from the Solicitor General’s Office prior to taking Office. This training will be hosted virtually and will be at no cost to the Detachment Board or Municipality. The term of the appointments will follow the current term of Council.

The following recommendation was passed at the March 25, 2024, Temiskaming Shores Police Services Board meeting for Council’s consideration.

The Temiskaming Shores Police Services Board hereby acknowledges the in-effect date of the CSPA, 2019 as April 1, 2024, and that this date will signify the creation of the new Temiskaming Shores OPP Detachment Board; and further that

The Temiskaming Shores Police Services Board hereby requests that all records of the Board be transferred into the possession of the City of Temiskaming Shores; and that all remaining financial obligations, such as meeting honorariums, if applicable, be paid in full following the dissolution of the current Board on March 31, 2024; and further that

The Temiskaming Shores Police Services hereby recommends that Council for the City of Temiskaming Shores appoints Mayor Jeff Laferriere and Councillor Danny Whalen to the new Detachment Board; as well as Monique Chartrand as one of the two Community Representatives; providing they meet the Appointment Criteria as outlined in Section 33 of the CSPA.

With the current approved structure of the new Detachment Board, Council will also be required to advertise for an additional Community Appointee in accordance with the requirements outlined above.

Prepared by:

Reviewed by:

Reviewed and submitted for Council’s consideration by:

“Original signed by”

“Original signed by”

“Original signed by”

Kelly Conlin
 Deputy Clerk

Shelly Zubycck
 Director of Corporate
 Services

Amy Vickery
 City Manager

Memo

To: Mayor and Council
From: Shelly Zubycyk
Date: April 2, 2024
Subject: Temiskaming Foundation Sponsorship – Horne Granite Little Rocks
Attachments: Appendix 01: Temiskaming Foundation - Community Fund Application
Appendix 02: Temiskaming Foundation – For Kids Sake Application

Mayor and Council:

The City has received a request from the Horne Granite Little Rocks to sponsor two funding applications to the Temiskaming Foundation - Community Fund (Appendix 01), and to the Temiskaming Foundation - For Kids Sake Fund (Appendix 02). The Applications are to expand the Little Rocks program with the purchase of new rocks, junior curling brooms and sliders, with the goal of introducing the game of curling to elementary school children in the hopes of instilling a lifelong passion for the sport, while keeping the program low-cost to ensure all kids would have access.

If successful, the Little Rocks would receive \$3,000 from each funding stream to apply to the program, in accordance with the attached project budgets. The Temiskaming Foundation and other community funding organizations often require applicants, who are not a registered charity, partner with a community agency who can accept charitable donations and provide tax receipts.

The City has sponsored applications for other community organizations in the past under the City's Charitable Sponsorship Policy, By-law No. 2018-039.

It is recommended that the City agree to sponsor the applications to the Temiskaming Foundation - Community Fund, and to the Temiskaming Foundation - For Kids Sake Fund, in support of the Horne Granite Little Rocks.

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Shelly Zubycyk
Director of Corporate
Services

Amy Vickery
City Manager

The Temiskaming Foundation
BOX 1084 NEW LISKEARD ON P0J 1P0
Email: ttf @temiskamingfoundation.ca **Tel:** (705) 647-1055

COMMUNITY FUND - GRANT APPLICATION FORM

Name of Organization: Horne Granite Little Rocks

Address of Organization: 11 May St, New Liskeard

Mailing Address: 11 May St, New Liskeard, Ontario, P0J1P0

Telephone Number: XXXXXXXXXX

E-mail Address: XXXXXXXXXX

Contact Person: Amber and Ryan Sayer

Charitable Registration Number (or equivalent if you are a tax exempt housing corp; or a municipality in Canada): NA

If your group does not have a charitable number, we request you provide us with the following information (see next page for more details):

Sponsoring Organization, contact name and information:

City of Temiskaming Shores, Pending approval April 2nd

Sponsoring group charitable number: _____

Project Title: Horne Granite Little Rocks Expansion

Give a brief statement of the purpose of the project, its specific goals and how they are to be accomplished (attach a separate page if space is insufficient):

Mission: to provide children aged 5 to 9 (of any language) with the opportunity to learn the game of curling in a fun, inclusive environment.

Our purpose is to introduce the game of curling to elementary school children in the hopes of instilling a lifelong passion for the sport.

This year we started a 'Little Rock' curling program at the Horne Granite Curling Club in New Liskeard.. We wanted to provide an opportunity for younger children to learn to curl and hopefully pick up a lifelong sport.

We are a 100% volunteer-run program and had no funding at all to run the program this year. We needed to rummage through an old basement to find an old (very old) partial set of junior-sized curling rocks to use. However, we needed more curling stones to run the program. Thankfully, a neighboring curling club had a second set of little rocks that they lent us for the season (as their junior curling program had folded several years ago). From there, our curling club provided adult-sized brooms and sliders for the children to use (the brooms were taller than most of our participants).

We wanted to keep the program low-cost to ensure all kids would have access. We charged \$60 for a 6-week program and all that money went to the curling club to use the ice and facility. We ran two sessions of the program (once in October and again in

The Temiskaming Foundation

January). The only other requirement for each child was that they were expected to bring a clean pair of running shoes and a helmet.

Our first session caught the interest of 20 children (with minimal advertising) but unfortunately, we had to limit the program at 16 participants due to equipment availability. In the second session, most children returned (15 total participants) and due to equipment restrictions (not enough rocks) we did not advertise for additional participants.

We were able to find an amazing group of volunteers who are interested in helping move the program forward. These volunteers allowed us to keep group sizes small and provide more one-on-one instruction. This was vital for the children with behavioral challenges and varying physical and mental skill levels.

After each session, the children would sit together (in typical curling fashion) and enjoy a treat and hot chocolate. Sportsmanship and comradery are a big part of curling and we wanted to instill these traits with the children as well. The treats and hot chocolate were donated by the organizers.

There is a desire for this type of low-cost extra-curricular program in our area. In order to expand and reach a large group of children in our community we need more junior curling rocks and equipment.

We plan to run two 6-week sessions again next year with up to 32 children if we gain the funding for more curling rocks. But curling rocks are expensive – a set of junior sized curling rocks cost \$4,500 + tax for one set of 16 rocks (enough for 1 sheet of ice). Ideally, we will need at least two sets of rocks. The life span of a curling rock is measured in decades, thus the initial financial investment will pay dividends for many years and many children to come.

We plan to keep the registration cost low for families (\$60 per 6 week session again) to promote participation from the diverse socioeconomic area that we reside in. Again, the registration fee only provides enough funds to rent the facility one night per week. The remainder of costs will fall onto the volunteer group to fundraise or provide in kind. Furthermore, we are hoping for sponsorship to cover some incidental costs and start a small fund for low-income families who wish to get involved.

Start Date of Project: October 2024 **Duration of Project:** indefinite

Amount of Funds Requested: \$3000

Estimated Total Budget of the Project: \$13,220.54

When are the Funds Required? Late summer to order in materials but we will make any time work

Please complete the Project Budget Form

How will you acknowledge a grant from The Temiskaming Foundation?

We will acknowledge the grant by adding sticker labels to the rocks and/or other equipment with the Temiskaming Foundation Logo. We will also add the Temiskaming Foundation Logo to our advertising and make sure to our participants and there families

The Temiskaming Foundation

that we can run the programs thanks to the Temiskaming Foundation. We would also ask the Speaker to come to the program for a photo and article including the generous donation from the Foundation.

Additional information requested:

1. List of Volunteer Board:

- a. Amber and Ryan Sayer

2. Current Operating Budget:

- a. \$0. We ran completely on volunteers this year and the organizers and parents donated cookies and hot chocolate.

3. Most recent Financials:

- a. As we are a new organization and had no budget for this year we do not have much for financials.

<i>Item:</i>	<i>Cost:</i>	<i>Funding Source</i>
Hot chocolate and snacks	\$100.00	Donation by Amber and Ryan as well as several parents
Borrowed equipment	\$0.00	Donation by Horne Granite Curling Club and Haileybury Curling Club
Total cost for year:	\$100.00	Covered by donations

* participants paid \$60/session that went directly to the club to cover use of the ice and facilities

4. Quotes:

- a. Junior Curling Stones are quite specialized and can be purchased through [LiteRock Junior Curling Stones – Canada Curling Stone](#). There is no second quote
- b. For the Brooms and Sliders, we have attached a quote from Source for Sport.

The Temiskaming Foundation, under Canada Revenue Agency rules, can only make grants to qualified donees (registered charities, municipalities and tax exempt housing authorities etc.)

If your group is not a registered charity, we request that to set up a partnership with a qualified donee. The grant will be forwarded to the sponsoring 'qualified' group. A sponsoring group should be an organization that has ties to the project/group you represent. For example you may use the geographic location of your group/project and approach the appropriate municipality for sponsorship. Your group/project may be

The Temiskaming Foundation

working in a specific field of interest, or your group may decide to approach a hospital, a church or museum for sponsorship.

Please visit www.cra-arc.gc.ca/chrts-gvng/lstngs/menu-eng.html to search for charitable organizations.

PROJECT BUDGET

Project Title: Horne Granite Little Rock Expansion

ESTIMATED EXPENSES:

_____	_____
New Rocks_(2sets)	\$10,170
20 Junior Curling Brooms	\$1806.87
20 Sliders	\$1016.77
_____	_____
_____	_____
_____	_____
<u>TOTAL EXPENSES:</u>	<u>\$12,993.64</u>

ANTICIPATED REVENUES OR FUNDS FROM OTHER SOURCES:

We currently have no other funding secured but will be applying to the following granting programs in the hope to securing enough funding:

- Gordon and Greyson Zubyck Memorial Fund (Temiskaming Foundation)
- Canada Post Community Fund
- For Kids Sake Fund (Temiskaming Foundation)

_____	_____
_____	_____
_____	_____

Amount requested from The Temiskaming Foundation: \$ 3000

TOTAL REVENUES: \$3000

The Temiskaming Foundation

January). The only other requirement for each child was that they were expected to bring a clean pair of running shoes and a helmet.

Our first session caught the interest of 20 children (with minimal advertising) but unfortunately, we had to limit the program at 16 participants due to equipment availability. In the second session, most children returned (15 total participants) and due to equipment restrictions (not enough rocks) we did not advertise for additional participants.

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We plan to keep the registration cost low for families (\$60 per 6 week session again) to promote participation from the diverse socioeconomic area that we reside in. Again, the registration fee only provides enough funds to rent the facility one night per week. The remainder of costs will fall onto the volunteer group to fundraise or provide in kind. Furthermore, we are hoping for sponsorship to cover some incidental costs and start a small fund for low-income families who wish to get involved.

Start Date of Project: October 2024 **Duration of Project:** indefinite

Amount of Funds Requested: \$3000

Estimated Total Budget of the Project: \$13,220.54

When are the Funds Required? Late summer to order in materials but we will make any time work

Please complete the Project Budget Form

How will you acknowledge a grant from The Temiskaming Foundation?

We will acknowledge the grant by adding sticker labels to the rocks and/or other equipment with the Temiskaming Foundation Logo. We will also add the Temiskaming Foundation Logo to our advertising and make sure to our participants and there families

The Temiskaming Foundation

that we can run the programs thanks to the Temiskaming Foundation. We would also ask the Speaker to come to the program for a photo and article including the generous donation from the Foundation.

Additional information requested:

1. List of Volunteer Board:

- a. Amber and Ryan Sayer

2. Current Operating Budget:

- a. \$0. We ran completely on volunteers this year and the organizers and parents donated cookies and hot chocolate.

3. Most recent Financials:

- a. As we are a new organization and had no budget for this year we do not have much for financials.

<i>Item:</i>	<i>Cost:</i>	<i>Funding Source</i>
Hot chocolate and snacks	\$100.00	Donation by Amber and Ryan as well as several parents
Borrowed equipment	\$0.00	Donation by Horne Granite Curling Club and Haileybury Curling Club
Total cost for year:	\$100.00	Covered by donations

* participants paid \$60/session that went directly to the club to cover use of the ice and facilities

4. Quotes:

- a. Junior Curling Stones are quite specialized and can be purchased through [LiteRock Junior Curling Stones – Canada Curling Stone](#). There is no second quote
- b. For the Brooms and Sliders, we have attached a quote from Source for Sport.

The Temiskaming Foundation, under Canada Revenue Agency rules, can only make grants to qualified donees (registered charities, municipalities and tax exempt housing authorities etc.)

If your group is not a registered charity, we request that to set up a partnership with a qualified donee. The grant will be forwarded to the sponsoring 'qualified' group. A sponsoring group should be an organization that has ties to the project/group you represent. For example you may use the geographic location of your group/project and approach the appropriate municipality for sponsorship. Your group/project may be

The Temiskaming Foundation

working in a specific field of interest, or your group may decide to approach a hospital, a church or museum for sponsorship.

Please visit www.cra-arc.gc.ca/chrts-gvng/lstngs/menu-eng.html to search for charitable organizations.

PROJECT BUDGET

Project Title: Horne Granite Little Rock Expansion

ESTIMATED EXPENSES:

_____	_____
New Rocks_(2sets)	\$10,170
20 Junior Curling Brooms	\$2033.77
20 Sliders	\$1016.77
_____	_____
_____	_____
_____	_____
TOTAL EXPENSES:	<u><u>\$13,220.54</u></u>

ANTICIPATED REVENUES OR FUNDS FROM OTHER SOURCES:

We currently have no other funding secured but will be applying to the following granting programs in the hope to securing enough funding:

- Gordon and Greyson Zubyck Memorial Fund (Temiskaming Foundation)
- Canada Post Community Fund
- Community Fund (Temiskaming Foundation)

_____	_____
_____	_____
_____	_____

Amount requested from The Temiskaming Foundation: \$ 3000

TOTAL REVENUES: \$3000

Memo

To: Mayor and Council
From: Shelly Zubyck
Date: April 2, 2024
Subject: Temiskaming Foundation Sponsorship – Temiskaming Shores Soccer Club
Attachments: Appendix 01: Temiskaming Foundation – For Kids Sake Fund Application

Mayor and Council:

The City has received a request from the Temiskaming Shores Soccer Club to sponsor a funding application to the Temiskaming Foundation - For Kids Sake Fund (Appendix 01). The Application is to purchase equipment that is not within the current sponsorship format, such as soccer balls, goalie gloves and goal jerseys, to ensure entry costs remain low for all participants.

If successful, the Temiskaming Shores Soccer Club would receive \$3,000 to apply to the program, in accordance with the attached project budget. The Temiskaming Foundation and other community funding organizations often require applicants, who are not a registered charity, partner with a community agency who can accept charitable donations and provide tax receipts.

The City has sponsored applications for other community organizations in the past under the City's Charitable Sponsorship Policy, By-law No. 2018-039.

It is recommended that the City agree to sponsor the application to the Temiskaming Foundation - For Kids Sake Fund, in support of the Temiskaming Shores Soccer Club.

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Shelly Zubyck
Director of Corporate
Services

Amy Vickery
City Manager

The Temiskaming Foundation
BOX 1084 NEW LISKEARD ON P0J 1P0
Email: ttf@temiskamingfoundation.ca **Tel:** (705) 647-1055

FOR KIDS SAKE FUND - GRANT APPLICATION FORM

Name of Organization:

Temiskaming Shores Soccer Club (OCN 1305658 Legal Name Tri-Town Soccer Club)

Address of Organization: 2 Whites Drive, New Liskeard ON P0J 1P0

Mailing Address: PO Box 2525 New Liskeard ON P0J 1P0

Telephone Number: [REDACTED]

E-mail Address: presidenttssc@gmail.com

Contact Person: Ashley Mayhew, President

Charitable Registration Number: not applicable

If your group does not have a charitable number, we request you provide us with the following information (see next page for more details):

Sponsoring Organization, contact name and information:

Organization: City of Temiskaming Shores

Contact: Stephanie Leveille, sleveille@temiskamingshores.ca

Sponsoring group charitable number:

Project Title: Soccer Equipment Replacement

Please tell us about your organization and your project:

The Temiskaming Shores Soccer Club (TSSC) is a volunteer-based community recreation organization in Temiskaming Shores. The TSSC operates under the umbrella of the Greater North Soccer Association, and all league activities are planned according to Soccer Ontario prescribed Grass Roots Standards, Rules and Practices. All TSSC volunteers are required to have a clear Vulnerable Sector police records check.

The ultimate mission of the TSSC is to promote an appreciation for physical activity and teamwork. Over a 10-week summer session, youth aged 4 to 17 have the opportunity to acquire new skills, compete, cultivate new friendships and develop leadership skills.

The 2024 soccer season is hosted at Haileybury Farr Park soccer fields for all age groups.

The TSSC aims to maintain a low cost of entry for all participants. For players who require financial assistance, a variety of organizations are approached to cover the cost of registration. Tim Hortons sponsors the cost of equipment for the two youngest age groups under the Timbits Sports Banner. Local businesses sponsor the other age groups, which helps to cover the cost of a jersey, shorts and socks for each player.

The Temiskaming Foundation

Items that are not included with the current sponsorship format include things such as:

- soccer balls for games and practices for the non-Timbit age groups
- goalie gloves
- goalie jerseys

Due to normal wear and tear, these equipment items need replacing every 3-4 years. It has been determined by the Executive Committee that replacements of these 3 items are required for the 2024 season.

Start Date of Project: March 1st, 2024 **Duration of Project:** 3 years

Amount of Funds Requested: \$3000

Estimated Total Budget of the Project: \$4182

When are the Funds Required? May 1, 2024

Please complete the Project Budget Form

Soccer Balls	\$3200
Goalie Gloves	\$339
Goalie Jerseys	\$643
Total	\$4182

How will you acknowledge a grant from The Temiskaming Foundation?

We will

- post a public message of gratitude acknowledging the generosity of The Temiskaming Foundation's 'For Kids Sake Fund' on our Facebook account
- post a public message of gratitude acknowledging the generosity of The Temiskaming Foundation's 'For Kids Sake Fund' on our website:
(<https://sites.google.com/view/temiskaming-shores-soccer-club/home>)
- acknowledge the contribution during the Day of Champs celebration
- consider other suggestions as requested by the Temiskaming Foundation

The Temiskaming Foundation, under Canada Revenue Agency rules, can only make grants to qualified donees (registered charities, municipalities and tax exempt housing authorities etc.)

If your group is not a registered charity, we request that to set up a partnership with a qualified donee. The grant will be forwarded to the sponsoring 'qualified' group. A sponsoring group should be an organization that has ties to the project/group you represent. For example you may use the geographic location of your group/project and approach the appropriate municipality for sponsorship. Your group/project may be working in a specific field of interest, or your group may decide to approach a hospital, a church or museum for sponsorship.

Please visit www.cra-arc.gc.ca/chrts-gvng/lstngs/menu-eng.html to search for charitable organizations.

PROJECT BUDGET

Project Title: **Soccer Equipment Replacement**

ESTIMATED EXPENSES:

Soccer Balls	\$3200
Goalie Gloves	\$339
Goalie Jerseys	\$643
Total	\$4182

*If your expenses include purchase of equipment or supplies, if applicable, please include 1-2 quotes, local quotes are preferred.

ANTICIPATED REVENUES:

There are no additional revenue expected from this project

Amount requested from The Temiskaming Foundation: \$ 3000

TOTAL REVENUES: \$

Subject: One Light Diversity Centre Agreement

Report No.: CS-009-2024

Agenda Date: April 2, 2024

Attachments

Appendix 01: One Light Diversity Centre Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-009-2024; and
2. That Council directs staff to prepare the necessary By-law to enter into a memorandum of understanding with the One Light Diversity Centre to provide settlement support, welcoming events and community integration services for newcomers to the Temiskaming Shores region for consideration at the April 2, 2024 Regular Council meeting.

Background

Immigration and workforce attraction have become the main focus of the City's economic development department for the past several years. Although we have spent many years marketing and attending career fairs to bring new residents to our community to fill job vacancies, it has become a priority since the onset of the COVID-19 pandemic in 2020.

The continued marketing efforts are having some success in attracting new residents to our community, however statistics are showing that although we are doing reasonably well at bringing people north, we are not doing as well at keeping them in our communities when they arrive. For this reason, new strategies are required to welcome those who come to our community and ensure that they feel home here so that they will stay and encourage others to join them.

Analysis

The City receives regular requests from local employers to assist them to find employees to fill vacancies in their businesses. We do our best to attract new residents and immigrants to our community through marketing campaigns, career fairs and trade show attendance. These programs bring people to the community for the first time, but statistics are showing that without some programs to make newcomers feel welcome and provide

a community hug, many new residents choose to move back south where they feel more integrated in their home community.

In an effort to reduce the numbers who come and then leave, we now have to consider how we can welcome newcomers into our community and make them feel at home. For this reason, staff are recommending that we partner with the One Light Diversity Centre, a not-for-profit agency who offers these services in our community.

The organisation is not yet sustainable without municipal support, therefore staff are proposing a 5 year agreement which offers sustainable funding of \$2,500 per month to the organisation in return for the provision of welcoming and settlement support services. The agreement lays out what each party will provide to ensure that the newcomers have access to services on a regular and consistent basis. See Appendix 1.

There are other agencies who offer some newcomer services to our community, however most are not within the community and only offer services virtually. The North Bay & District Multicultural Centre who operates the Timmins & District Multicultural Centre do offer virtual services to clients in our area and they have recently partnered with the Library to have a settlement worker on site in that facility for 10 hours per week. This is a great step forward, but still not great service to our local residents.

ACFO Témiskaming has applied to IRCC to become a settlement service provider to Francophone newcomers to the community. If successful, ACFO will be able to hire a Francophone settlement services worker in both Temiskaming Shores and Kirkland Lake to provide services to both communities. We have worked with Réseau du Nord to assist ACFO to prepare their application for funding support as this service will also assist newcomers to our area.

Our community is a partner in the Rural and Northern Immigration Pilot (RNIP) for the Timmins Region. We have been successful in attracting six residents and their families through the program in 2023. We hope to attract at least that number again in 2024 before the program wraps up in August.

These existing services require that we then have welcoming services within the community to not only settle newcomers but assist them to feel at home and become integrated into the community so that they will stay here. Our partnership with the One Light Diversity Centre will ensure that we are providing the community hug that it so important when working with residents that are new to our community.

Relevant Policy / Legislation / City By-Law

- 2024 Corporate Services Budget

Consultation / Communication

- ACFO was consulted as they are considering providing Francophone Immigration Settlement Services in the community. They would like to tie the two programs together should they be successful in attaining funding through Immigration, Refugees and Citizenship Canada (IRCC)

Financial / Staffing Implications

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

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

The City's financial contribution to the program is \$30,000 per year for a period of five years.

Due to the fact that One Light Diversity Centre will be doing much of the hands on work, the staff commitment will be minimal for this program.

Alternatives

An alternative would be for the City to hire a full time employee to offer these services within the community, however this would be considerably more expensive than the proposed service agreement.

Submission

Prepared by:

"Original signed by"

James Franks
 Economic
 Development Officer

Reviewed by:

"Original signed by"

Shelly Zubycyk
 Director of Corporate
 Services

Reviewed and submitted for
 Council's consideration by:

"Original signed by"

Amy Vickery
 City Manager

The Corporation of the City of Temiskaming Shores

By-law No. 2024-000

Being a by-law to authorize the execution of a Memorandum of Understanding between The Corporation of the City of Temiskaming Shores and One Light Diversity Centre to provide settlement support, welcoming events and community integration services for newcomers to the Temiskaming Shores region

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 for the City of Temiskaming Shores acknowledged receipt of Administrative Report No. CS-009-2024 at the April 2, 2024 Committee of the Whole meeting, and directed staff to prepare the necessary by-law to enter into a Memorandum of Understanding with One Light Diversity Centre to provide settlement support, welcoming events and community integration services for newcomers to the Temiskaming Shores region, for consideration at the April 16, 2024 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 execute a Memorandum of Understanding between The Corporation of the City of Temiskaming Shores and One Light Diversity Centre to provide settlement support, welcoming events and community integration services for newcomers to the Temiskaming Shores region, 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.

Read a first, second and third time and finally passed this 16th day of April, 2024.

Mayor

Clerk

DRAFT



Schedule "A" to
By-law No. 2024-000

Memorandum of Understanding between
The Corporation of the City of Temiskaming Shores
And
One Light Diversity Centre

This agreement made this 16th day of April, 2024.

Between:

The Corporation of the City of Temiskaming Shores

(hereinafter referred to as the "City")

and

One Light Diversity Centre

(hereinafter referred to as the "One Light")

Whereas the City and One Light wish to enter into a Memorandum of Understanding to outline the services and support the City is prepared to provide to the One Light in providing public settlement services on behalf of the City of Temiskaming Shores.

Purpose

To strengthen the shared vision of increasing newcomers recruitment and retention through community development opportunities while jointly exploring new ventures and finding the means to implement identified and future opportunities in settlement, immigration, diversity, heritage, and multicultural developments in the region of Temiskaming Shores.

Preamble

The One Light Diversity Centre and the Corporation of the City of Temiskaming Shores have traditionally shared an interest in the mutual benefits resulting from settlement services and other opportunities presented through this association as a means of providing continuously improved services for newcomers, immigrants, refugees and community members in the region of Temiskaming Shores.

A mutual commitment to community partnerships and our respective roles in preserving and exploring settlement, immigration, and diversity/multiculturalism opportunities in the region of Temiskaming Shores suggests a strategic alliance would benefit both organizations.

Principles

- Mutual benefit from furthering the progress and completion of several endorsed settlement and immigration development projects of significant social and economic importance for the City.
- Respect and support for the mandate of each organization as a foundation for collaboration.
- Economic and social sustainability in common endeavors is an essential consideration.

- Support of excellence through continuous improvement as a foundation for all activities.
- Best utilization of resources in reaching common goals.

Objectives

- Formally strengthen the partnership existing between One Light and the City.
- Jointly review and consider opportunities defined through previous meetings, studies, and community leaders.
- Achieve greater synergy by identifying opportunities for other partners with similar goals.
- Work toward the completion of mutually identified projects with a cooperative approach to sharing information, services, and expertise.

One Light's Covenants

- Welcome and ensure the swift transition of all residents, including newcomers, long-term residents and those passing migration processes.
- Provide regular (monthly) events and activities to assist newcomers to meet others and integrate into the community.
- Promote the diversity and inclusivity of the City and publicize the benefits of residency in this community.
- Be the point of contact for the newcomers to access City information and print material.
- Ensure staff are polite and knowledgeable about local services available and opportunities.
- Coordination of settlement and immigration programs and integration opportunities to assist local residency.
- Ensure City staff are aware of new settlement programs or multicultural, diverse opportunities through quarterly meetings between City Liaison and One Light Executive Member and annual review meeting.
- Represent the City at immigration and attraction events.
- Keep the most updated information on settlement and immigration available through One Light programs.
- Advocate for the minorities and vulnerable populations, and encourage City involvement in diverse and multicultural opportunities.
- Ensure that settlement and immigration brochures are displayed most prominently within the One Light Diversity Centre office.
- Provide support and comments from the minorities and vulnerable populations community regarding City and regional programs.

- Share information on local events, attractions, rental accommodations, business directory listings, service clubs, and etc.
- Mutual benefit from furthering the progress and completion of several endorsed settlement, immigration, and community development projects of significant social and economic importance to the City.

City's Covenants

- Provide One Light Diversity Centre with an operational location in the Bun Eckensviller Community Hall.
- Provide monetary support in the amount of \$2,500 per month for the services provided by One Light to the City.
- Ensure One Light services are included in City related printing, advertising or informational material.
- Provide City facilities to One Light Diversity Centre for events to a maximum of twelve (12) times per year. Facility use approval must be mutually agreed upon prior to use.
- Provide a City staff representative as a point of contact to liaise with One Light board.
- Ensure that One Light Diversity Centre is aware of new and emerging opportunities for diversity, inclusivity, multiculturalism, settlement and immigration services.
- Maintain confidentiality of One Light Diversity Centre operations.

Provisions

Provided always and it is hereby agreed as follows:

Amendments

This Memorandum of Understanding may not be modified or amended except by an instrument in writing signed by the parties hereto or by their successors or assigns. A review of the covenants may be performed on an annual basis to ensure that the Memorandum of Understanding remains viable.

Effect of Agreement

This Memorandum of Understanding and everything herein contained, shall extend to and bind and may be taken advantage of by the heirs, executors, administrators, as the case may be, of each (and every) of the parties hereto, and where there is more than one tenant or there is a female party or a corporation, the provisions hereof shall be read with

all grammatical changes thereby rendered necessary and all covenant shall be deemed joint and several.

Termination

The City and One Light hereby agree that either party to this Memorandum of Understanding may terminate the Memorandum of Understanding upon providing to the other party no less than six months prior written notice, including a motion of Council or the Board, of its intention to terminate this Memorandum of Understanding.

Any matters in dispute between the parties in relation to this Memorandum of Understanding (and amendments thereto) may be referred by either party to binding mediation by an agreed-upon mediator. The cost of mediation will be shared equally between the parties.

Any notice or other communication to be given in connection with this Memorandum of Understanding shall be given in writing and may be given by personal delivery, facsimile, email or by registered mail addressed to the recipient as follows:

To the City:

The Corporation of the City of Temiskaming Shores
P.O. Box 2050, 325 Farr Drive
Temiskaming Shores, Ontario
P0J 1K0
Attention: Municipal Clerk

To One Light:

One Light Diversity Centre
90 Whitewood Avenue
Temiskaming Shores, Ontario
P0J 1P0
Attention: Rammy Binning, Executive Lead

or such other address or individual as may be designated by written notice by either party to the other. Any notice given by personal delivery or facsimile shall be conclusively deemed to have been given on the day of actual delivery or transmission thereof and if made or given by registered mail, on the third day not counting Saturday, Sunday or statutory holiday in Ontario, following the deposit thereof in the mail.

This Memorandum of Understanding shall be governed by and construed in accordance with the laws of the Province of Ontario.

Neither this Memorandum of Understanding nor any of the rights or obligations of either of the parties hereunder may be assigned without the prior written consent of the other party to this Memorandum of Understanding.

Term

The term of this Memorandum of Understanding shall be from January 1, 2024 to December 30, 2028.

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.

Remainder of this page left intentionally blank

In witness whereof the parties have executed this Memorandum of Understanding the day and year first above written.

Signed and sealed in)
the presence of)

One Light Diversity Centre

Rammy Binning, Executive Lead

Municipal Seal)

**The Corporation of the City of Temiskaming
Shores**

Mayor

Clerk

Subject: Sale of Municipal Property –
Three Vacant Lots on Albert
Street

Report No.: CS-010-2024

Agenda Date: April 2, 2024

Attachments

Appendix 01: Public Meeting Presentation

Appendix 02: Preliminary Blueprints

Appendix 03: Notice of Public Meeting

Appendix 04: Excerpt - Steele & Associates Appraisal – Subject Property Photo Addendum

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report CS-010-2024;
2. That Council directs staff to continue with the disposition of municipal land, being three vacant lots described as PLAN M30NB LOTS 73 74 75 PCLS 6163 7724 14655SST, in accordance with By-law No. 2015-160; and
3. That Council directs staff to order a survey to legally describe the lands in order prepare an Offer of Purchase and Sale Agreement between the City of Temiskaming Shores as Vendor, and Yvon Champoux Inc. as Purchaser, in the amount of \$33,000 plus taxes (if applicable), plus all associated costs (legal, registration, survey, administration, etc.), in accordance with By-law No. 2015-160, for consideration at a future Regular Council meeting.

OR

2. That Council directs staff to cancel the disposition of municipal land process, as outlined in By-law No. 2015-160 for the three (3) vacant lots on Albert Street, described as PLAN M30NB LOTS 73 74 75 PCLS 6163 7724 14655SST.

Background

The City received an application from Yvon Champoux Inc. to purchase three (3) vacant Lots on Albert Street, described as Lots 73, 74, and 75 (PCLS 6163 7724 14655SST), identified on Plan M30-NB, as shown in **Appendix 01**.

The applicant is seeking to purchase the subject lands to create two lots (each sized 75'x125') for the purpose of constructing a residential fourplex (walkout ground apartments), on each lot (total of eight rental apartments). Preliminary blueprints illustrating the exterior of the proposed buildings are provided in **Appendix 02**.

The application was circulated to internal departments for comment, with no departments indicating any concern with the potential disposition of the lands. However, the City's Planner indicated that constructing two units on three lots would require the severance of the middle lot, which would involve a survey. The City has the authority to describe the lands via reference plan (i.e. survey), without proceeding with a formal Consent process. The Public Works Department noted that Albert Street is maintained year-round, and curbstops have been located for each lot, indicating that municipal water/sewer services are at the property line.

In accordance with the City's Land Disposition By-law (No. 2015-160), notice for the Public Meeting regarding the proposed disposition, was publicized via the City Bulletin (Speaker and Weekender Editions), and on the City's website, as well as mailed to neighbouring property owners and emailed to utility companies (**Appendix 03**), which included an area map to illustrate the general location of the subject lands. Three emails were received prior to the public meeting, and are summarized below:

Enbridge Gas Inc. provided the following comments:

- Service lines running within the area which may or may not be affected by the proposed Site Plan. Should the proposed site plan impact these services, it may be necessary to terminate the gas service and relocate the line according to the new property boundaries. Any service relocation required would be at the cost of the property owner.
- If there is any work at the Enbridge easement and on/near any existing facilities, request contacting them as early as possible (1 month in advance at least) so they can exercise an engineering assessment. The purpose is to ensure the integrity of the main is maintained and protected.
- In the event that an easement is required to service this development, and any future adjacent developments, the applicant would provide the easement(s) to Enbridge Gas at no cost.

Lionel Dinel, resident, provided the following comments:

- Water issues would need to be taken into account as it will cause significant issues for any properties/houses below these lots. The water issue is already a concern for both himself and the neighbours properties.
- Concerns about plans to construct 2 4-plex units on a small lot size, and the added traffic and disturbance this will bring to a quiet neighborhood.

- Inquired if the units will be single room/double room units, and what the targeted demographic will be.
- Inquired about plans for fencing for privacy and security.

Richard MacDonald and Anita Newport, residents, provided the following comments:

- Fourplexes do not become the character of our neighbourhood, as residences are single family on a typical property size of 100 x 125.
- Concerned about the drainage from the properties onto their and neighbouring properties.
- Notes that significant amounts of fill will be required to make the properties accessible to Albert St. which will create drainage problems.
- Concerned about the natural environment as there is a gully running through the properties that provides natural drainage and a habitat for birds and other creatures.

The Public Meeting was held during the February 20, 2024 regular Council meeting, and two residents provided the following comments:

Kevin Simpson, resident:

- Surprised by the proposed development of two fourplexes, as it is a significant change from the homes that are currently there.
- Significant ravine, and it would take a lot of fill to slope from the North side towards Albert Street for proper drainage.
- Although the land is zoned properly for the proposed development, if eight apartments are constructed, questioned:
 - how many parking spaces are required, as on-street parking is not permitted during the winter months
 - how will waste be managed (dumpster or bins)
 - how many accesses onto Albert Street
 - Blueprints or drawings of proposed development
 - Impact/ damage on recently improved Albert Street
 - Who is contacted for by-law infractions, such as noise, etc.

Richard MacDonald, resident:

- Discussed the comments and concerns outlined in his above-noted email.

The meeting concluded advising next steps would be an appraisal for the property, and an Administrative Report to Council recommending a Purchase and Sale Agreement, should Council wish to proceed with the sale.

Following the meeting, an appraisal was ordered from Steele & Associates, which was received on March 16, 2024. The fair market value for the property was determined to be

\$33,000, and the Subject Property Photo Addendum (excerpt from the Appraisal Report) is included as **Appendix 04**.

Staff is seeking direction from Council regarding the sale of lots prior to engaging the surveyor. A survey would be required to legally describe the lands for the sale, as creating two lots from the three lots would require the severance of the middle lot.

Analysis

The subject lots are situated in a residential neighbourhood, and the area consists of a mixture of detached single and multi-family dwellings. The lot has a sloped topography, which would require fill. The lots are designated Residential Neighbourhood in the City's Official Plan, and Medium Density Residential (R3) in the City's Zoning By-law. This Zone permits a multi-unit residential dwelling, up to four (4) units, and the proposed severance would create two lots that meet the minimum lot area and minimum lot frontage requirements. For these reasons, the proposed sale is recommended.

A building permit would be necessary for each of the proposed buildings, to ensure the Ontario Building Code, zoning requirements, and other building standards are met.

Following the public meeting, the comments were provided to the applicant for information, and the following feedback was provided:

Q: How will drainage be managed to ensure neighbouring properties won't be impacted?

A: Once the building is constructed, some water will slope towards the road which could reduce what is currently there.

Q: How many bedrooms in each unit?

A: Two bedrooms per apartment.

Q: How many parking spaces proposed for each lot?

A: Four (4) parking spaces

Staff Note: Zoning By-law outlines a minimum of one space per dwelling unit.

Q: How will waste be managed?

A: Manager of Environmental Services outlined that bins for automated collection would be supplied, if the sale is approved. Meaning four (4) 95-gallon recycling and four (4) 65-gallon garbage bins for each building (staff response).

Q: How many accesses onto Albert Street?

A: One driveway on each lot for access to Albert Street.

Q: Impact/ damage on recently improved Albert Street.

A: The Public Works Department has no concerns with new residential construction occurring on Albert Street (staff response).

Q: Who is contacted for by-law infractions, such as noise, etc.

A: The City's By-law Enforcement Officer would be the contact should there be any by-law infractions related to noise, parking, property standards, etc. (staff response).

Relevant Policy / Legislation / City By-Law

- By-law No. 2004-022 – Establish Procedures for Public Notice
- By-law No. 2015-160, Procedural Policy for the Disposal of Real Property

Consultation / Communication

- Regular Council Meeting – Public Meeting – February 20, 2024
- Notices in accordance with By-law No. 2004-022 & By-law No. 2015-160
- Circulated to Staff, Utility Companies and Neighbouring properties for comment.

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

It is recommended to sell the parcel of land directly to the Yvon Champoux Inc. for \$33,000, plus all costs related to the respective sale (i.e., survey fees, legal fees, registration fees, incidental costs, etc.), once the survey has been completed for the lot severance, and new property descriptions have been received.

The Purchase and Sale agreement, if approved, would include a statement that the subject property would be sold on an “as is” and “where is” basis, and the purchaser would need to satisfy themselves as to the suitability of the property for their purpose. The City of Temiskaming Shores provides no representations or warranties of any kind whatsoever.

Staffing implications are limited to normal administrative functions of staff.

Alternatives

No alternatives are being proposed by staff; however, the disposal of Municipally owned property is governed through By-law No. 2015-160 (Disposal By-law), and outlines a variety of methods for disposal and for determining fair market value. The relevant options for this proposed sale have been identified below.

Section 3: Disposal Methods

One or more of the following disposal methods may be utilized:

1. Direct sale by the City
2. Public Tender or Request for Proposals
3. Public Auction
4. Listing land with a broker and/or real estate firm at a negotiated commission
5. Posting on the proposed land to be sold a “For Sale” sign which will include contact information for inquiries
6. Funding agreements
7. Direct negotiation
8. Direct advertising
9. Property exchange

Section 4: Determining Fair Market Value

One or more of the following methods may be utilized to determine the fair market value:

1. Obtaining an appraisal
2. Using the assessed value
3. Comparing recent sales of similar properties based on willing buyer / willing seller
4. Using recent appraisals for similar properties

Submission

Prepared by:

Reviewed by:

Reviewed and submitted for
 Council’s consideration by:

“Original signed by”

“Original signed by”

“Original signed by”

Logan Belanger
 Municipal Clerk

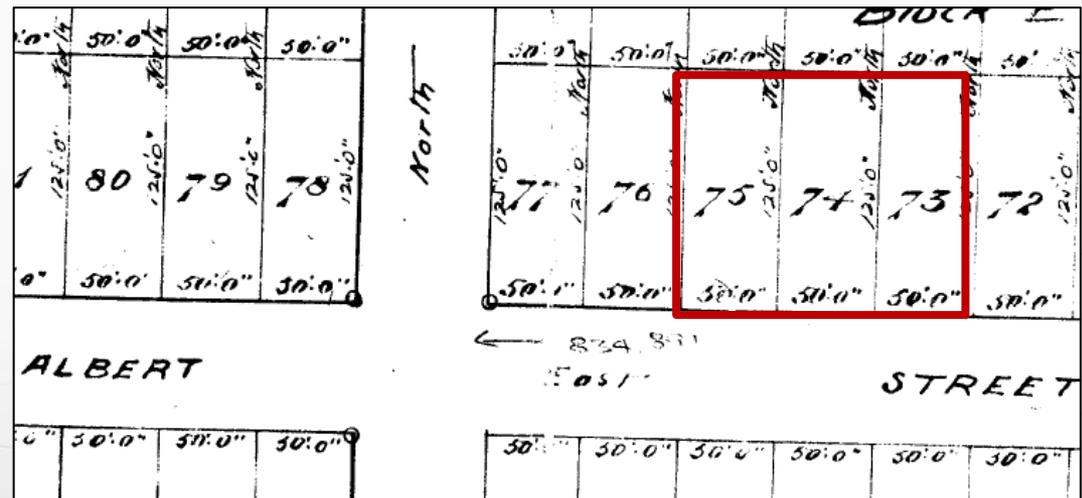
Shelly Zubyck
 Director of Corporate
 Services

Amy Vickery
 City Manager

Application to Purchase Municipal Land

Background

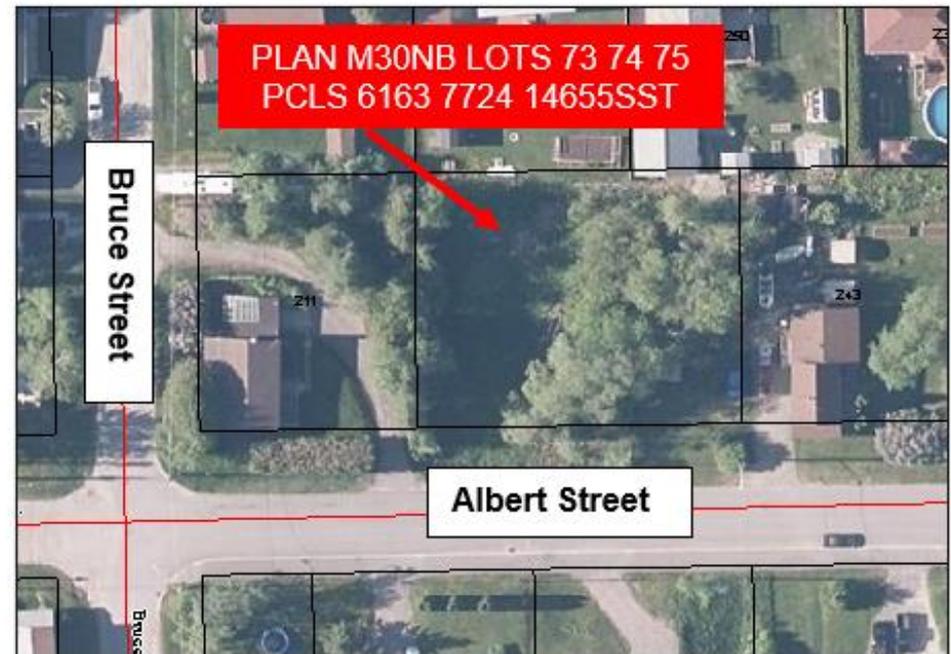
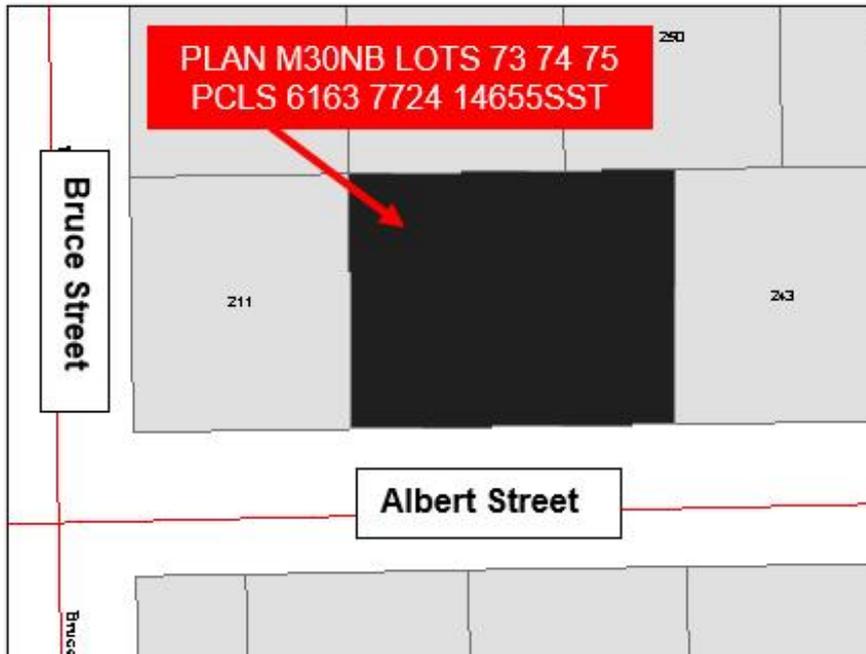
- Application from Yvon Champoux Inc., for the purchase of Lots 73, 74, and 75 (PCLS 6163 7724 14655SST) on Albert Street, shown on Plan M30-NB.
- The applicant is seeking to purchase the subject lands to create two lots (sized 75'x125') for the purpose of constructing a residential fourplex (walkout ground apartments), on each lot (total of eight apartments).



Excerpt of Plan M30-NB

Application to Purchase Municipal Land

Key Map



Disposition of Land By-law No. 2015-160

Section 3 – Disposal Method

If approved, a direct disposition to the applicant

Section 4 – Determination of Value

Recommend price for lots, based on an appraisal to determine fair market value, plus all associated costs.

Section 6 – Public Meeting Notice

Notice emailed to Utility Companies

Mailed to surrounding landowners

Notice via City Bulletin and Website

Additional Information

- The subject property is:
 - designated Residential Neighbourhood in the City's Official Plan
 - Medium Density Residential (R3) in the City's Zoning By-law

- Comments from Planner
 - The property is sloped west to east, and there is reason to believe that it may have been filled, so engineered fill may be required.
 - Installing 2 units on 3 lots would require the severance of the middle lot, which would involve a survey. The City has the authority to describe the lands via Reference Plan, without proceeding with a formal Consent process.

Application to Purchase Municipal Land

Comments

- Manager of Environmental Services - Curbstops have been located for each lot indicating that there are municipal water/sewer services at property line.
- No concerns from Staff, and they are supportive of the request.
- No public comments received to date on the application.
 - One member of the public is registered to speak following the presentation
- No concerns received from utility companies (notice emailed to Hydro, Bell, Eastlink, Telebec.).

Application to Purchase Municipal Land



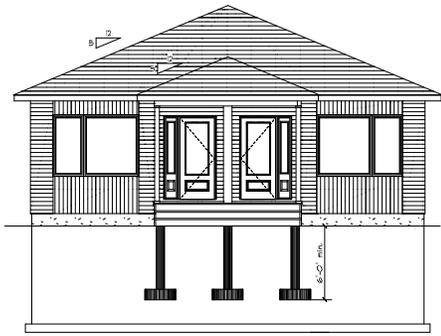
Comments

- Enbridge Gas Inc.:
- Service lines running within the area which may or may not be affected by the proposed Site Plan. Should the proposed site plan impact these services, it may be necessary to terminate the gas service and relocate the line according to the new property boundaries. Any Service relocation required would be at the cost of the property owner.
- If there is any work at the Enbridge easement and on/near any existing facilities, request contacting them as early as possible (1 month in advance at least) so they can exercise engineering assessment. The purpose is to ensure the integrity of the main is maintained and protected.
- In the event that an easement is required to service this development, and any future adjacent developments, the applicant would provide the easement(s) to Enbridge Gas at no cost.

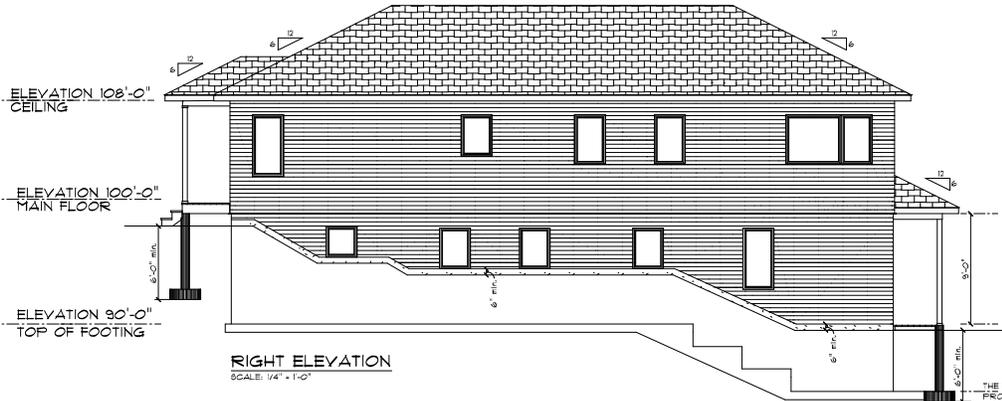
Application to Purchase Municipal Land

Next Steps – *conditional on public input, and if approved:*

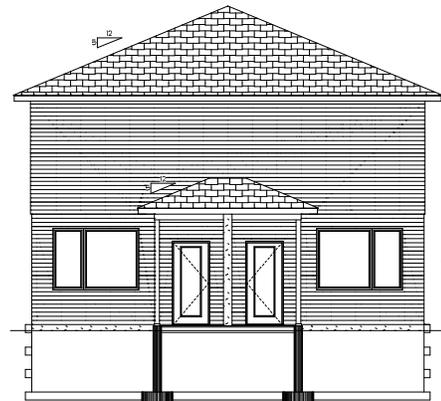
- Order a survey to legally describe the lands (three lots to two lots)
- Order an appraisal to determine fair market value for the two lots
- Administrative Report recommending a Purchase and Sale agreement.



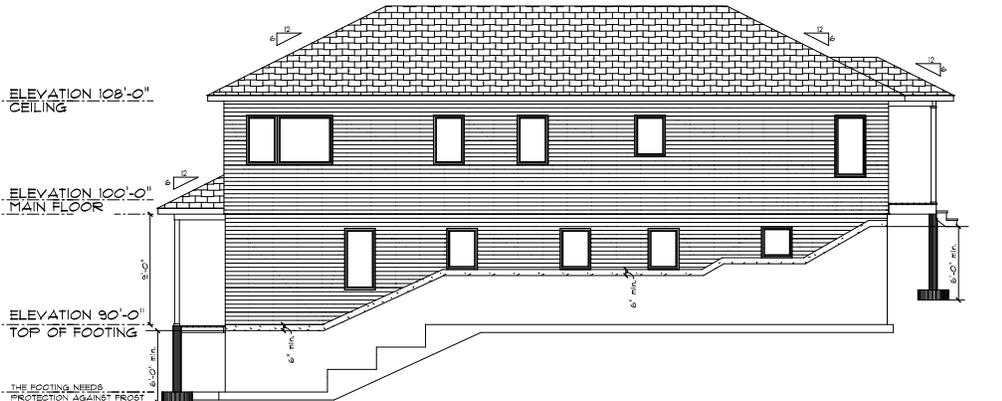
FRONT ELEVATION
SCALE: 1/4" = 1'-0"



RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



REAR ELEVATION
SCALE: 1/4" = 1'-0"



LEFT ELEVATION
SCALE: 1/4" = 1'-0"

	I, JULYSSA DUNNIGHAM, DECLARE THAT I REVISED AND TAKE RESPONSIBILITY FOR THE DESIGN WORK ON BEHALF OF A FIRM REGISTERED UNDER SUBSECTION 217.4 OF THE BUILDING CODE, I AM QUALIFIED AND THE FIRM IS REGISTERED, IN THE APPROPRIATE CLASS/ES/CATEGORY/ES.		Yvon Champoux inc. Ltd 811 Lone Avenue New Liskeard Ontario
	40 rue Ontario Notre-Dame-du-Nord Québec J2C1B0	PHONE: 819 723 2255 T.F.: 877 923 2255 OUTSIDE: 819 725 2101 www.champouxhomes.com	
DIMENSIONS: 32x54 SCALE: 1/4" = 1'-0" DATE: 6 septembre 2023			PAGE: 2 / 3 Elevations

**Notice of Public Meeting
Potential Sale of Municipal Land
PLAN M30NB LOTS 73 74 75 PCLS 6163 7724 14655SST**

Notice is hereby given in accordance with By-law No. 2015-160 in respect to the City considering the sale of Lots 73, 74, and 75 (PCLS 6163 7724 14655SST) on Albert Street, shown on Plan M30-NB.

This public notice is being given to advise the public that Council is considering the sale of the subject lands as described below and shown in the key map.

Any person may attend the public meeting or provide written comments prior to the public meeting.

The Public Meeting will be held:

Date: Tuesday, February 20, 2024
Time: 6:00 p.m.
Location: Council Chambers (325 Farr Drive)

Further information or written submissions:

Logan Belanger, Municipal Clerk
Email: clerk@temiskamingshores.ca
Phone: 705-672-3363 x 4136

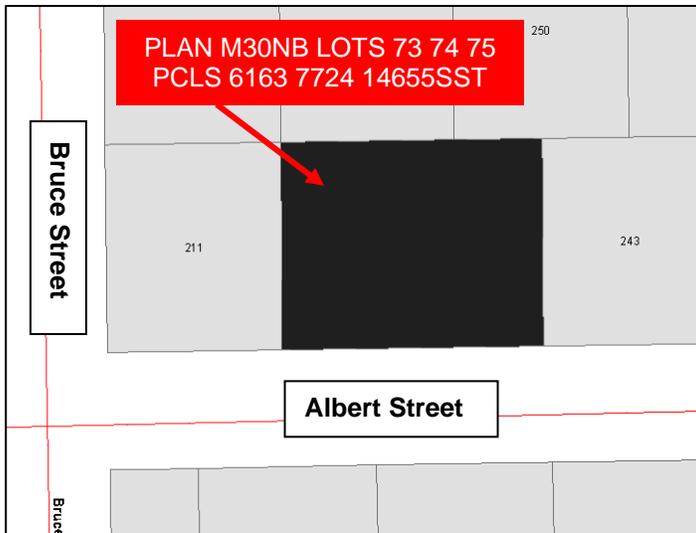
The public can provide input on the proposed sale, as follows:

- **Submit Comments in Writing:** Persons wishing to provide written comments may submit in writing, using the email address above, prior to 4:30 p.m. on Tuesday, February 20, 2024.
- **Register to Speak at the Meeting:** Persons wishing to speak to Council must register with the Clerk prior to 3:00 p.m. on Tuesday, February 20, 2024, using the above-noted email or telephone number.

Proponent / Purpose: The applicant is seeking to purchase the subject lands to create two lots (sized 75'x125') for the purpose of constructing a residential fourplex (walkout ground apartments), on each lot (total of eight apartments).

Description of Land: PLAN M30NB LOTS 73 74 75 PCLS 6163 7724 14655SST (150'x125')

Key Map



**This map is provided for illustrative purposes. It is not a substitute for a legal survey.
Boundaries on photos may be skewed.**

SUBJECT PROPERTY PHOTO ADDENDUM

Borrower: Logan Belanger	File No.: 240534
Property Address: Lots 73-74-75	Case No.: -
City: Temiskaming Shores	Prov.: ON P.C.: P0J 1R0
Lender: City of Temiskaming Shores	



**FRONT VIEW OF
SUBJECT PROPERTY**

Appraised Date: March 16, 2024
Appraised Value: \$ 33,000



**REAR VIEW OF
SUBJECT PROPERTY**



STREET SCENE