



The Corporation of the City of Temiskaming Shores
Committee of the Whole
Tuesday, December 3, 2024 – 3:00 p.m.
City Hall – Council Chambers – 325 Farr Drive

Minutes

1. Land Acknowledgement

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

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

2. Call to Order

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

3. Roll Call

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

Present: Sandra Lee, City Manager
Logan Belanger, Municipal Clerk
Shelly Zubyck, Director of Corporate Services
Mathew Bahm, Director of Recreation
James Franks, Economic Development Officer
Jeremie Latour, Engineering Technologist
Steve Langford, Fire Chief
Steve Burnett, Manager of Environmental Services
Mitch McCrank, Manager of Transportation Services
Stephanie Leveille, Treasurer

Regrets: N/A

Media: 1

Delegates: N/A

Members of
the Public: 1

4. Review of Revisions or Deletions to the Agenda

N/A

5. Approval of the Agenda

Resolution No. 2024-413

Moved by: Councillor Dawson

Seconded by: Councillor Wilson

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

Carried

6. Disclosure of Pecuniary Interest and General Nature

None

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

a) Presentation – Draft No. 1 - 2025 Municipal Operating and Capital Budget

Stephanie Leveille, Treasurer presented the 2025 Capital and Operating Budgets. The Treasurer advised that work began in early fall, with the main objective of remaining fiscally responsible, while maintaining service levels and ensuring critical infrastructure needs were addressed, while minimizing the impact to taxpayers. Estimates are based on information available at the time the budget is compiled.

The operating and capital projects within the draft budget were reviewed closely and prioritized based on alignment with the Asset Management Plan, Recreation Master Plan, Active Transportation Plan and other internal capital replacement plans; in addition to immediate needs, end of life, funding opportunities and savings due to partnerships or combination of projects. The Management Team was asked to maintain capital spending to pre-pandemic levels, with the goal of not incurring

any new debt for 2025 capital investments. As such, the budget team set the following goals:

- No new debt for 2025 capital projects.
- Build reserves for future capital projects.
- Plan for potential recommendations from strategic plan and organizational review.
- Present tax impact scenarios based on an increase to the tax levy between 1.0% - 3.0%.

The presentation included charts and tables on historical trends; the 2025 general operations and environmental services summaries; the 2025 annual repayment of long-term debt; reserve balances; and the capital summaries for Corporate Services, Fire and Emergency Services, Public Works, Recreation, Property Maintenance, Fleet, Transit, and Environmental Services departments, along with a review of the funding sources and financing options. The Treasurer also reviewed several 2026 projects identified through the budget process.

Tax scenarios were prepared, and the median residential property and the average commercial property in 2024 were utilized for illustration purposes.

The proposed 2025 budget (total) is just under \$24M; representing a 2.4% increase to general operations, a 2.5% increase to environmental operations and a 37% decrease in combined capital.

The Treasurer noted that the provincial government establishes the province's assessment and taxation regulations, and the property assessments in 2025 continue to be based on 2016 values. Projected growth for the City in 2025 has not been incorporated into this budget.

Three increases to the tax levy were presented; however, it was the recommendation of staff to increase the tax levy by 1.5%, incorporate a 2% increase to both the water and sewer rates, and increase the solid waste fee by \$10. The proposed increase to the tax levy aligns with the increase to general operations, excluding the budgeted reserve allocation, and allows for a greater contribution towards a healthier reserve and/or increasing the contingency for implementation of any proposed initiatives or changes, related to the City's ongoing planning.

At the conclusion of the presentation, the Treasurer thanked the management team for their time and collaboration, and for Council's review and consideration of the 2025 Budget.

Council reviewed and adopted a number of resolutions providing direction to staff to finalize the 2025 operating and capital budget, for adoption in principle at the December 17, 2024 Regular Council meeting.

Resolution No. 2024-414

Moved by: Councillor Graydon

Seconded by: Councillor Whalen

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges the presentation of the 2025 Operating and Capital Budget, Draft No. 1.

Carried

Resolution No. 2024-415

Moved by: Councillor Ducharme

Seconded by: Councillor Wilson

Be it resolved that the Council of the City of Temiskaming Shores agrees to incorporate a 1.5 percent (1.5%) increase to the tax levy within the 2025 budget.

Carried

Resolution No. 2024-416

Moved by: Councillor Whalen

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that the Council of the City of Temiskaming Shores agrees to incorporate a two percent (2%) increase to both the water and sewer rates within the 2025 budget.

Carried

Resolution No. 2024-417

Moved by: Councillor Wilson

Seconded by: Councillor Ducharme

Be it resolved that the Council of the City of Temiskaming Shores agrees to incorporate an additional Summer Student position at an estimated annual cost of \$12,300, within the 2025 budget.

Carried

Resolution No. 2024-418

Moved by: Councillor Whalen

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that the Council of the City of Temiskaming Shores agrees to incorporate an extension to the Communications Coordinator position for an additional four (4) months at an estimated cost of \$20,000, within the 2025 budget.

Carried

Resolution No. 2024-419

Moved by: Councillor Dawson
Seconded by: Councillor Ducharme

Be it resolved that the Council of the City of Temiskaming Shores agrees to incorporate an increase of \$10.00 to the Solid Waste Fee within the 2025 budget.

Carried

Resolution No. 2024-420

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

Be it resolved that the Council of the City of Temiskaming Shores directs staff to finalize 2025 operating and capital budget, for adoption in principle at the December 17, 2024 Regular Council meeting.

Carried

8. Public Works

a) Delegations/Communications

None

b) Administrative Reports

1. Memo No. 027-2024-PW – 2024 OSIM Bridge and Culvert Inspection Program

Resolution No. 2024-421

Moved by: Councillor Wilson
Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 027-2024-PW, regarding the 2024 Bridges and Culverts Infrastructure report based on the Ontario Structure Inspection Manual (OSIM) and Capital Plan, prepared by EXP Services for information purposes.

Carried

2. Memo No. 028-2024-PW – Dymond Industrial Phase 1 Project – Project Update and Change Order

Resolution No. 2024-422

Moved by: Councillor Dawson

Seconded by: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 028-2024-PW; and

That Council approves a Contract Change Order of \$29,998.25 to the agreement with Miller Paving Limited for the Dymond Industrial Phase 1 Project, as authorized by By-law No. 2024-065, resulting in a revised contract value of \$730,728.25 plus applicable taxes.

Carried

3. Memo No. 029-2024-PW – Transportation Services Operations Update

Resolution No. 2024-423

Moved by: Councillor Pelletier-Lavigne

Seconded by: Councillor Graydon

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 029-2024-PW, regarding the Transportation Services Update for information purposes.

Carried

4. Memo No. 030-2024-PW – Environmental Services Operations Update

Resolution No. 2024-424

Moved by: Councillor Wilson

Seconded by: Councillor Dawson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 030-2024-PW, regarding the Environmental Services Update for information purposes.

Carried

5. Administrative Report No. PW-030-2024 – Equipment Rental – ExcavatorResolution No. 2024-425

Moved by: Councillor Graydon

Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-030-2024; and

That Council directs Staff to prepare the necessary By-law to enter into a one (1) year agreement with Pedersen Construction (2013) Inc., for the equipment rental excavator c/w operator for water/sewer breaks and repairs:

Description	Regular Rate (+tax)	After Hour Rate (+ tax)
Float Time	\$168.00/ hour	\$210.00/ hour
Breaker Attachment	\$273.00/ hour	\$315.00/ hour
Excavation Time	\$168.00/ hour	\$210.00/ hour

for consideration at the December 17, 2024, Regular Council Meeting.

Carried**6. Administrative Report No. PW-031-2024 – Non-eligible Recycling Collection and Processing**Resolution No. 2024-426

Moved by: Councillor Wilson

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-031-2024;

That Council agrees to provide payment to GFL Environmental Inc. for the collection and processing of recyclables from non-eligible properties that are currently receiving curbside collection during the transition period from January 1, 2025 until December 31, 2025;

That Council agrees to recover the costs related to the collection and processing of recyclables from non-eligible properties, at a rate of \$28 per bin per month through the property taxation process, effective February 1, 2025 until December 31, 2025; and

That Council directs staff to finalize negotiations with GFL Environmental Inc. (GFL) and prepare the necessary by-law to provide the collection/processing services, for consideration at the December 17, 2024, Regular Council Meeting.

Carried

c) New Business

None

9. Recreation Services

a) Delegations/Communications

None

b) Administrative Reports

1. Memo No. 030-2024-RS – Recreation Operations Update

Resolution No. 2024-427

Moved by: Councillor Graydon

Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 030-2024-RS, regarding the Recreation Operations Update for the month of December for information purposes.

Carried

2. Administrative Report No. RS-022-2024 – Pete's Dam Park Bridge Repair Update

Resolution No. 2024-428

Moved by: Councillor Whalen

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-022-2024, regarding the Pete's Dam Bridge Repair Update, for information purposes.

Carried

3. Administrative Report No. RS-023-2024 – EV ChargeON Funding Agreement

Resolution No. 2024-429

Moved by: Councillor Dawson

Seconded by: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-023-2024;

That Council directs staff to return previously purchased Level 2 charging equipment to the vendor;

That Council confirms its support of the City of Temiskaming Shores application to the EV ChargeON Program, for the installation of a Level 3 charger with two ports in the Municipal Parking Lot for a total project cost of \$200,000; and

That Council provides the Mayor and Clerk with the delegated authority to sign the EV ChargeON funding agreement with the Ministry of Transportation, and to prepare the necessary by-law to confirm the funding agreement in the amount of \$150,000, for consideration at the December 17, 2024, Regular Council meeting.

Carried

c) New Business

None

10. Fire Services

a) Delegations/Communications

None

b) Administrative Reports

1. Fire Activity Report – October to November 2024

Resolution No. 2024-430

Moved by: Councillor Whalen

Seconded by: Councillor Graydon

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of the Fire Activity Report from October 16, 2024 to November 27, 2024, for information purposes.

Carried

2. Administrative Report No. PPP-008-2024 – Appointment of Auxiliary Firefighter

Resolution No. 2024-431

Moved by: Councillor Wilson

Seconded by: Councillor Dawson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PPP-008-2024; and

That Council hereby appoints Rod McNair as Auxiliary Firefighter to the Temiskaming Shores Fire Department, in accordance with the Recruitment and Retention Program.

Carried

c) New Business

None

11. Corporate Services

a) Delegations/Communications

None

b) Administrative Reports

1. Memo No. 038-2024-CS – Annual Accessibility Status Report

Resolution No. 2024-432

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Timiskaming Shores acknowledges receipt of Memo No. 038-2024-CS, and accepts the 2024 Accessibility Status Report for information purposes; and

That Council directs staff to distribute the 2024 Accessibility Status Report to the Temiskaming Shores Accessibility Advisory Committee, and to post on the City's website.

Carried

2. Memo No. 039-2024-CS – Year End Transfers to/from Reserve and Reserve Funds

Resolution No. 2024-433

Moved by: Councillor Dawson

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Timiskaming Shores acknowledges receipt of Memo No. 039-2024-CS; and

That Council for the City of Timiskaming Shores hereby directs the Treasurer to transfer any surplus/deficit from 2024 to/from the applicable Reserve or Reserve Funds per the summary below:

Program or Service	To/From Reserve or Reserve Fund
Bucke Park Operations	Bucke Park Reserve
Business Improvement Area (BIA)	BIA Reserve
Cemetery Operations	Cemetery Reserve
District of Timiskaming Social Services Administration Board's (DTSSAB) Working Fund Reserve Refund	Working Funds Reserve
Doctor Recruitment	Doctor Recruitment Reserve
Elections	Elections Reserve
Fire Marque and Auto Extrication Net Revenues	Fire Equipment Reserve

Gain on Sale of Surplus Fleet Assets	Fleet Replacement Reserve
Land Leases and Net Land Sales	Community Development or Economic Development Reserve
Landfill Operations	Landfill Reserve
Medical Centre	Medical Centre Reserve
Municipal Budget Capital	Working Funds Reserve
Municipal Budget Environmental Operations	Environmental Water Working Fund and/or Environmental Sewer Working Fund Reserve
Municipal Budget General Operations	Working Funds Reserve
Municipal Transit Operations	Municipal Transit Reserve
Temiskaming Shores Library	Library Reserve

And further that any other surplus/deficit not listed above from the 2024 fiscal year be transferred to/from Working Funds Reserve.

Carried

3. Memo No. 040-2024-CS – 2025 Borrowing By-law

Resolution No. 2024-434

Moved by: Councillor Graydon

Seconded by: Councillor Whalen

Be it resolved that Council for the City of Timiskaming Shores acknowledges receipt of Memo No. 040-2024-CS; and

That Council directs staff to prepare the necessary by-law to authorize borrowing from time-to-time to meet current expenditures during the Fiscal Year ending December 31, 2025, for consideration at the December 17, 2024 Regular Council meeting.

Carried

4. Administrative Report No. CS-042-2024 – Lease Agreement – Dr. Peter Hutten-Czapski and Dr. Chelsea Pretty

Resolution No. 2024-435

Moved by: Councillor Dawson

Seconded by: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-042-2024;

That Council directs staff to prepare the necessary by-law to enter into a lease agreement with Doctor Peter Hutten-Czapski, for the rental of 648 square feet of office space in the Haileybury Medical Centre from January 1, 2025 to December 31, 2026, at a rate of \$15.26 per square foot plus HST, and to apply a 2 percent annual increase for the term of the lease, for consideration at the December 17, 2024 Regular Council meeting; and

That Council directs staff to prepare the necessary by-law to enter into a lease agreement with Doctor Chelsea Pretty, for the rental of 408 square feet of office space in the Haileybury Medical Centre from January 1, 2025 to December 31, 2026, at a rate of \$15.26 per square foot plus HST, and to apply a 2 percent annual increase for the term of the lease, for consideration at the December 17, 2024 Regular Council meeting.

Carried

5. Administrative Report No. CS-043-2024 – Health and Safety Compliance

Resolution No. 2024-436

Moved by: Councillor Graydon

Seconded by: Councillor Dawson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-043-2024; and

That Council confirms it has reviewed the City of Temiskaming Shores Health and Safety Policy and Program and the Violence in the Workplace Harassment and Violence in the Workplace Prevention Program, in accordance with the Occupational Health and Safety Act.

Carried

6. Administrative Report No. CS-044-2024 – Management Agreement Deferral

Resolution No. 2024-437

Moved by: Councillor Dawson

Seconded by: Councillor Wilson

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-044-2024; and

That Council agrees to defer review of the 2025 Management/ Non-Union agreement until July 1, 2025 and/or until completion of the organizational review.

Carried

7. Administrative Report No. CS-045-2024 – Pete's Dam & Devils Rock Trail System upgrades Project

Resolution No. 2024-438

Moved by: Councillor Wilson

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-045-2024;

That Council for the City of Temiskaming Shores confirms and approves the funding application to the Northern Ontario Heritage Fund Corporation (NOHFC) in the amount of \$500,000 for the Pete's Dam & Devils Rock Trail System Upgrades Project;

That Council for the City of Temiskaming Shores confirms and approves the funding application to the Federal Economic Development Agency for Northern Ontario (FedNor) in the amount of \$115,000, for the Pete's Dam & Devils Rock Trail System Upgrades Project; and

That Council confirms the City of Temiskaming Shores commitment to cover the municipal contribution for the Pete's Dam & Devils Rock Trail System Upgrades Project in the amount of \$70,000, funded through the working fund reserve, along with any project cost overruns should they occur.

Carried

c) New Business

None

12. Schedule of Council Meetings

- a) Regular Council Meeting – December 17, 2024 starting at 6:00 p.m.
- b) Committee of the Whole Meeting – January 21, 2025 starting at 3:00 p.m.
- c) Regular Council Meeting – January 21, 2025 starting immediately following the Committee of the Whole meeting

13. Closed Session

None

14. Adjournment

Resolution No. 2024-439

Moved by: Councillor Whalen

Seconded by: Councillor Ducharme

Be it resolved that Council hereby adjourns its meeting at 4:58 p.m.

Carried

Mayor

Clerk