



The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, March 15, 2016
6:00 P.M.
City Hall Council Chambers – 325 Farr Drive

Agenda

1. Call to Order
2. Roll Call
3. Review of Revisions or Deletions to Agenda

4. Approval of Agenda

Draft Motion

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

5. Disclosure of Pecuniary Interest and General Nature

6. Review and adoption of Council Minutes

Draft Motion

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

- a) Regular Meeting of Council – March 1, 2016

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

8. **Question and Answer Period**

9. **Presentations / Delegations**

a) Mayor Carman Kidd

Re: Achievement Award – Village Noel

Draft Motion

Be it resolved that Council for the City of Temiskaming Shores acknowledges the Village Noel Temiskaming for being selected as the **Best New Festival** by Festival & Events Ontario; and

That Council extends congratulations and gratitude to all members of the steering committee and the multitude of volunteers that make the event such a success.

10. **Communications**

b) Ontario Good Road Association

Re: Heads Up Alert – Ontario Government Releases 2016 Budget

Reference: Received for Information

c) Alison Stanley, Information and Communications Officer – Federation of Northern Ontario Municipalities (FONOM)

Re: Ontario's 2016 Budget Commits to Investments Benefitting the North

Reference: Received for Information

- d) The Honourable Mario Sergio, Minister Responsible for Seniors Affairs
Re: 2016 Senior of the Year Award – Nomination Deadline: April 30, 2016
Reference: Referred to Senior Management

- e) Leo Sylvester, President – Royal Canadian Legion Branch 44
Re: Depositing snow at the Cobalt Veterans' Cemetery on Morissette Drive
Reference: Referred to the Director of Public Works

- f) Alison Stanley, Information and Communications Officer – Federation of Northern Ontario Municipalities (FONOM)
Re: Circulation of Community Schools Alliance Membership Application
Reference: Received for Information

- g) Catherine Gillier – Resident
Re: Objection letter to Wind Project in Lorrain Valley
Reference: Received for Information

- h) Charlie Angus – MP Timmins-James Bay
Re: Letter of concern to Minister James Carr – Ring of Fire
Reference: Received for Information

- i) Shara Lavallée, Clerk – Township of Gillies
Re: Request for Support – Petition Province to increase funding to Long Term Care Facilities
Reference: Received for Information

- j) Monique Chartrand, Executive Director – Victim Services of Temiskaming & District

Re: Request for Proclamation – 2016 Victims and Survivors of Crime Awareness Week

Reference: Received for Information

- k) Art Booth, Operations Manager Field and Advisory Services – Ministry of Community Safety and Correctional Services

Re: Notice of compliance with Ontario Regulation 380/04 – Emergency Management and Civil Protection Act

Reference: Received for Information

- l) Dawn Newhook, Clerk – Township of Minden Hills

Re: Letter to Minister of Community Safety and Correctional Services - Request for Review of the New OPP Billing Model

Reference: Received for Information

- m) Ken Noland, Reeve – Township of Burpee and Mills

Re: Letter to Premier Wynne – Conservation Land Tax Incentive Program

Reference: Received for Information

- n) Airport Authority Steering Committee – Earlton-Timiskaming Regional Airport

Re: Presentation – March 5, 2016

Reference: Motion to be presented under New Business

- o) Monique Legault, Regional Manager (North Region) – Ministry of Agriculture, Food and Rural Affairs

Re: Municipal Regulatory Toolkit for Agriculture (Binder)

Reference: Received for information. Binder available for viewing through Clerk's Office

- p) Marcy Farrow, Administrator – Extendicare Nursing Home

Re: Request to permit parking on east side of Bruce Street between Lawlor and Algonquin

Reference: Referred to the Director of Public Works

- q) Rhonda Latendresse, Executive Director – Seizure and Brain Injury Centre

Re: Request for Proclamation – March 26th Purple Day for Epilepsy and March as Epilepsy Awareness Month

Reference: Received for information

- r) Dr. Stacy Desilets, Program Director – Northern Ontario School of Medicine

Re: Consideration to become volunteer municipality – Basic Income Pilot Program

Reference: Referred to the Protection to Persons and Property Committee

- s) Michael Doody, President – Northeastern Ontario Municipal Association

Re: Letter to MNRF – request that all reference to Endangered Species Act be removed from the Forest Management Planning Manual

Reference: Received for Information

Draft Motion

Be it resolved that City Council agrees to deal with Communication Items 10. a) to 10. s) according to the Agenda references.

11. Committees of Council – Community and Regional

Draft Motion

Be it resolved that the following minutes and/or reports be accepted for information:

- a) Minutes of the Temiskaming Shores Accessibility Advisory Committee meeting held on January 20, 2016;
- b) Minutes of the Temiskaming Shores Accessibility Advisory Committee meeting held on February 17, 2016;
- c) Minutes of the New Liskeard Library Building Committee meeting held on February 25, 2016; and
- d) Minutes of the Timiskaming Board of Health meeting held on January 27, 2016.

12. Committees of Council – Internal Departments

Draft Motion

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

- a) Minutes of the Protection to Persons and Property Committee meeting held on February 19, 2016;
- b) Minutes of the Corporate Services Committee meeting held on March 3, 2016.

13. Reports by Members of Council

14. Notice of Motions

15. New Business

a) Airport Authority Steering Committee – Earlton-Timiskaming Regional Airport

Draft Motion

Whereas the Earlton-Timiskaming Regional Airport Authority Steering Committee made a presentation on March 5, 2016 regarding the future of our Regional Airport; and

Whereas the Steering Committee has recommended the creation of an incorporated, not-for-profit airport authority to own and operate the Earlton-Timiskaming Regional Airport; and

Whereas the ETRA Authority Steering Committee has requested that each Council pass a motion to indicate if they agree with the creation of an Airport Authority for the Earlton-Timiskaming Regional Airport and are willing to participate as a member;

Now therefore be it resolved that the Corporation of the City of Temiskaming Shores hereby supports the creation of an Airport Authority for the Earlton-Timiskaming Regional Airport and agrees to participate as a member.

b) Memo No. 004-2016-PPP – Amendment to By-law No. 2013-187 Fire Department Communications Systems Agreement

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 004-2016-PPP; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2013-187 for consideration at the March 15, 2016 Regular Council meeting.

c) Administrative Report No. PPP-001-2016 – Volunteer Recruitment and Retention Policy

Draft Motion

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PPP-001-2016;

That Council directs staff to prepare the necessary by-law to adopt a Volunteer Recruitment and Retention Program for consideration of 1st and 2nd Reading at the March 15, 2016 Regular Council meeting; and

That Council hereby agrees to repeal Resolution No. 2008-055 (Volunteer Firefighter Hiring and Promotional Policy) upon 3rd and Final Reading of the By-law to adopt a new Volunteer Firefighter Recruitment and Retention Program.

d) Administrative Report No. PPP-002-2016 – Appointment of Volunteer Firefighter Angela Labonté (Dymond Fire Station)

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PPP-002-2016; and

That Council hereby appoints Angela Labonté as a Volunteer Firefighter to the Temiskaming Shores Fire Department in accordance with the *Volunteer Firefighter Hiring and Promotional Policy*.

e) Administrative Report No. PPP-003-2016 – Appointment of Volunteer Firefighter Thomas Tinney (Haileybury Fire Station)

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PPP-003-2016; and

That Council hereby appoints Thomas Tinney as a Volunteer Firefighter to the Temiskaming Shores Fire Department in accordance with the *Volunteer Firefighter Hiring and Promotional Policy*.

f) Memo No. 004-2016-PW – Amendment to By-law No. 2015-096 – Agreement with Product Care Association

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 004-2016-PW; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-096 to incorporate payments associated with the collection of pesticides, solvents and fertilizers for consideration at the March 15, 2016 Regular Council meeting.

g) Memo No. 005-2016-PW – Amendment to By-law No. 2015-067 – Master Electrician Agreement with LISAND Electrical

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 005-2016-PW; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-067 to extend the agreement with LISAND Electrical Services for a Master Electrician Service Contract to March 31, 2017 for consideration at the March 15, 2016 Regular Council meeting.

h) Administrative Report No. PW-011-2016 – Annual Water Reports

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-011-2016, more specifically Appendices 01, 02 and 03 being the 2015 Annual Compliance and Summary Reports for the water systems within the municipality in accordance to Schedule 22 of O. Reg. 170/03 being a regulation under the Safe Drinking Water Act;

That Council hereby directs staff:

- To place the 2015 Annual Compliance and Summary Reports in the Water System Binders located at the municipal office (325 Farr Drive);
- To post the reports on the municipal website; and
- To place an ad in the community bulletin notifying the public of the availability of these reports for public review; and

That Council further directs staff to forward a copy of Administrative Report PW-011-2016 to the Ministry of Environment, Safe Drinking Water Branch - North Bay for their records.

i) Administrative Report No. PW-012-2016 – Equipment Rental – Spring Ditching

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-012-2016;

That as outlined in Section 3.5 of the City's Purchasing Policy, Council approves the award of the Equipment Rental – Excavator for Snow Ditching contract to *James Lathem Excavating Limited* at the rate of \$96.00 per hour plus HST and a total of \$2,360 plus HST for 5 float moves in each designated area; and

That Council directs staff to prepare the necessary by-law and agreement consideration at the March 15, 2016 Regular Council meeting.

j) Administrative Report No. CGP-006-2016 – Application for Approval of a Draft Plan of Subdivision: FPT Holdings Limited, Dawson Point Road (File NO. 54-T-16001)

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CGP-006-2016;

That Council hereby approves the draft plan of subdivision subject to the Proposed Conditions as set out in Appendix 03 to Administrative Report CGP-006-2016.

k) Administrative Report No. CGP-007-2016 – Site Plan Agreement Amendment – Temiskaming Propane

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CGP-007-2016;

That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-064 (Site Plan Control Agreement with 2419713 Ontario Inc. and 2419753 Ontario Inc. – Temiskaming Propane) for consideration at the March 15, 2016 Regular Council meeting.

16. By-laws

Draft Motion

Be it resolved that:

By-law No. 2016-038 Being a by-law to amend By-law No. 2015-096 (Agreement with Product Care Association for Phase 1 materials - *paints and coatings* - collected as part of the Municipal Hazardous or Special Waste – Orange Drop Collection Event)

By-law No. 2016-039 Being a by-law to enter into an agreement with James Lathem Excavating Limited for the Rental of a Track Mounted Excavator for snow ditching

By-law No. 2016-040 Being a by-law for the Adoption of a Volunteer Recruitment and Retention Program for the Temiskaming Shores Fire Department

By-law No. 2016-041 Being a by-law to amend By-law No. 2013-187 (Fire Department Communications Systems Agreement)

By-law No. 2016-042 Being a by-law to amend By-law No. 2015-067 (Master Electrician Services Contract with LISAND Electrical Services)

By-law No. 2016-043 Being a by-law to amend By-law No. 2015-064 (Site Plan Agreement with 2419713 Ontario Inc. and 2419753 Ontario Inc. for 744055 Brazeau Boulevard – Roll Nos. 54-18-020-001-027.19 and 54-18-020-001-027.18)

be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that:

By-law No. 2016-038;

By-law No. 2016-039;

By-law No. 2016-040;

By-law No. 2016-041;

By-law No. 2016-042;

By-law No. 2016-043;

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

17. Schedule of Council Meetings

- a) Regular – Tuesday, April 5, 2016 at 6:00 p.m.
- b) Regular – Tuesday, April 19, 2016 at 6:00 p.m.

18. Question and Answer Period

19. Closed Session

Draft Motion

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

- a) Adoption of the March 1, 2016 – Closed Session Minutes;
- b) Under Section 239 (2) (a) of the Municipal Act, 2001 – Security of the property of the Municipality – Temiskaming Municipal Building Association
- c) Under Section 239 (2) (d) of the Municipal Act, 2001 – Labour Relations – Human Resources Update

20. Confirming By-law

Draft Motion

Be it resolved that By-law No. 2016-044 being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular Meeting held on **March 15, 2016** be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that By-law No. 2016-044 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

21. Adjournment

Draft Motion

Be it resolved that City Council adjourns at _____ pm.

Mayor – Carman Kidd

Clerk – David B. Treen



**The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, March 1, 2016
6:00 P.M.
City Hall Council Chambers – 325 Farr Drive**

Minutes

1. Call to Order

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

2. Roll Call

Present: Mayor Carman Kidd
Councillors Jesse Foley, Patricia Hewitt, Doug Jelly, Jeff Laferriere, and Mike McArthur

Also Present: Christopher W. Oslund, City Manager
David B. Treen, Municipal Clerk
Doug Walsh, Director of Public Works
Kelly Conlin, Director of Corporate Services (A)
Tammie Caldwell, Director of Recreation
Jennifer Pye, Planner
James Franks, Economic Development Officer
Mitch Lafreniere, Manager of Physical Assets

Regrets: Councillor Danny Whalen

Media: Diane Johnston, Temiskaming Speaker
Bill Buchberger, CJTT

Members of the Public Present: 8

3. Review of Revisions or Deletions to Agenda

Deletions:

Under Item 19 – Closed Session delete:

- b) Under Section 239 (2) (d) of the Municipal Act, 2001 – Labour Relations – Human Resources Update

4. Approval of Agenda

Resolution No. 2016-090

Moved by: Councillor Jelly
Seconded by: Councillor Foley

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

Carried

5. Disclosure of Pecuniary Interest and General Nature

None

6. Review and adoption of Council Minutes

Resolution No. 2016-091

Moved by: Councillor Laferriere
Seconded by: Councillor Hewitt

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

- a) Regular Meeting of Council – February 16, 2016

Carried

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

7.1. Application for Approval of a Plan of Subdivision

Subject Land: Concession 2, Part of Lot 10 Dymond Twp.

Applicant: FPT Holdings Ltd.

Purpose: To create a 26 lot residential subdivision on 4.85 hectares of land located on the southern portion of the property.

Mayor Kidd indicated that the public meeting scheduled tonight is for an application for approval of a Draft Plan of Subdivision and that the Planning Act requires that a public meeting be held before Council decides whether to grant draft approval to a Plan of Subdivision. Mayor Kidd further indicated that the public meeting serves two purposes: first, to present to Council and the public the details and background to the proposed application and, second, to receive comments from the public and agencies before a decision is made by Council and declare the meeting to be open and to be a public meeting pursuant to Section 51 of the Planning Act and requested that Planner, Jennifer Pye present the application.

Planner, Jennifer Pye utilizing powerpoint indicated that the developer for the Plan of Subdivision is FPT Holdings Ltd. and is located in the southwest corner of Highway 65 East and Peters Road. The application is for the development of a 26 lot residential subdivision serviced with municipal water and sanitary with frontage and access on roads which are to be constructed by the developer and assumed by the City.

Jennifer noted that the subdivision had received draft approval by the Ministry of Municipal Affairs in Housing in 2013 and that the developer had been satisfying the conditions of approval (i.e. installation of services); however the approval lapsed as of January 10, 2016 and the developer was required to reapply.

Jennifer outlined how the application complied with both the applicable Official Plan and Zoning By-law and that a subdivision agreement was entered into between the developer and City through By-law No. 2013-199 and will require review if there are any proposed revisions with the new application. Jennifer outlined that the next steps include an Administrative Report/Planning Report for consideration by Council, notice of Council's decision circulated in accordance with the Planning Act; subsequent to the appeal period draft approval could be issued as early as April 6, 2016.

Mayor Kidd thanked Jennifer for her presentation and inquired if there any questions or comments from the applicant. Developer representative Rob Pedersen indicated that all documentation related to the first draft approval was forwarded to the Lands and Titles at which time it was determined that the application lapsed three days earlier and had requested an extension from the Province, but were denied; therefore a new application was submitted.

Mayor Kidd inquired if there were any questions or comments from members of the public. With none, Mayor Kidd inquired if there were any questions or comments from members of Council. With none, Mayor Kidd declared the public meeting to be closed and stated that an administrative report and planning report will be considered by Council at a future council meeting.

7.2. Declaration of Surplus Land – Barr Drive

Subject Land: Part 4, Plan 54R-2876

Applicant: 1470739 Ontario Ltd. (Hearn Construction)

Mayor Kidd indicated that the purpose of this public meeting is to present to Council and the public details related to the potential disposition of Part 4, Plan 54R-2876 on Barr Drive such that Council may determine if they wish to declare the subject property surplus to the needs of the municipality. Mayor Kidd also indicated that the meeting also allows the public to provide comments on the matter prior to Council making a decision and declared this to be an open public meeting and request the Planner, Jennifer Pye to outline the details of the proposed declaration.

Planner, Jennifer Pye indicated that the subject property is Part 4 on Plan 54R-2876 on the south side of Barr Drive off of Shepherdson Road. Jennifer indicated that Hearn Construction has submitted an Offer to Purchase and propose to clear the lot to create storage space, and eventually build a new facility and relocate their business to the subject land.

Jennifer outlined how the proposed use is in compliance with the applicable Official Plan and Zoning by-law and that the property is subject to Site Plan Control. Jennifer reviewed staff comments and outlined the next steps being a resolution of Council declaring the property surplus to the City's needs, determination of Fair Market Value followed by an Administrative Report for consideration by Council.

Mayor Kidd thanked Jennifer for her presentation and inquired if there any questions or comments from the proponent. With none, Mayor Kidd inquired if there were any questions or comments from members of the public. With none, Mayor Kidd inquired if there were any questions or comments from members of Council. With none, Mayor Kidd declared the public meeting to be closed and stated that an administrative report will be considered by Council at a future council meeting.

8. **Question and Answer Period**

None

9. Presentations / Delegations

- a) Jason Dias and Eric Lamothe, MDB Insight – South Temiskaming Cultural Sustainability Project

Re: Regional Cultural Sustainability Plan for South Temiskaming – Final Draft

Jason Dias, MDB Insight utilizing powerpoint made a presentation to Council in regards to the final draft of the South Temiskaming Regional Cultural Sustainability Plan. Jason spoke to the evolution of the Cultural Initiatives and Objectives with three main points; Cultural Mapping Project (2012); City of Temiskaming Shores Municipal Cultural Plan (2013) and the Regional Cultural Sustainability Plan (2015-16).

Jason outlined the four Phases to Cultural Sustainability being Phase 1 – Start up and Preliminary Information Gathering, Phase 2 – Consultations, Phase 3 – Regional Cultural Sustainability Plan and Phase 4 – Individual Cultural Sustainability Plans. Jason spoke to the Community engagement process followed by the themes derived which include communications and interaction, working toward a collaborative environment, shared spaces and resources, volunteer retention, online portal, cultural development support from government entities, educating the general public on the importance of Cultural Sustainability, culture and the economy and cultural development and diversity.

Jason identified six strategic objectives to sustain cultural resources as follows:

1. Communicating its economic impact;
2. Regional Leadership;
3. Maximizing the Region's resources;
4. Government support;
5. Embracing cultural and linguistic diversity;
6. Increasing awareness of volunteer opportunities.

Jason outlined that a forum was held earlier today in Cobalt to obtain community input on the draft document and next steps would include engaging area municipalities and building the implementation plan with the Arts, Culture and Heritage Councils.

Mayor Kidd thanked Mr. Dias for his presentation.

b) Steve Schmidt, VIP Energy

Re: City of Temiskaming Shores' Municipal Energy Plan

Steve Schmidt, VIP Energy utilizing powerpoint made a presentation to Council in regards to the City's Municipal Energy Plan (MEP) and that the City engaged VIP through an RFP process in the fall of 2014 with funding provided by the Ministry of Energy.

Steve outlined that there have been three stages to the development of the MEP; Stage 1 – Stakeholder Engagement (6 months), Stage 2 – Baseline Energy Study and Energy Map (6 months), Stage 3 – Municipal Energy Plan development (1 year). Steve indicated that energy consumption for natural gas and electricity based on various sectors for the City broke down as follows:

	Commercial	Industrial	Residential
Electrical consumption:	48%	12%	40%
Natural Gas consumption:	41%	8%	51%

Steve outlined that 63 initiatives have been identified within the MEP related to both city infrastructure and community based. Some of the city focused initiative include lighting upgrades/standards for new construction, increase the share of public transportation, installation of VFD's at water handling facilities, energy audits, improved energy efficiencies, retrofit buildings to high efficiency lighting and building envelope upgrades. Community focused initiatives include a culture of conservation, energy efficiency, energy generation/security, land use and growth.

Mayor Kidd thanked Mr. Schmidt for his presentation.

c) Tammy Borgen-Flood, Project Manager - Healthy Kids Community Challenge

Re: Community Needs Assessment – Overview

Tammy Borgen-Flood, Project Manager with Healthy Kids Community Challenge (HKCC) utilizing powerpoint provided an overview on the recently released Community Needs Assessment.

Tammy provided some statistics with respect to number of children that are overweight or obese which can lead to a variety of health problems as well as some of the root causes with the major factor being that children today are not active enough and the over consumption of high calorie foods.

Tammy stated that the Ontario Ministry of Health and Long-Term Care released a report in 2013 which has resulted in a community driven program that develops healthy communities for kids entitled "*The Healthy Kids Community Challenge*"

The City of Temiskaming Shores applied to the Government of Ontario and was chosen as 1 of 45 communities to participate in the HKCC and our community includes Temiskaming Shores, south to Temagami, west to Elk Lake and north to Earlton. The program supports initiatives that give kids a healthy start in life.

Tammy outlined that a new theme is introduced every 9 months through this program and the current program theme is entitled **Run. Jump. Play, every day.** Partnerships have been formed comprised of municipalities, school boards, health unit, recreation department and interested non-governmental organizations and local businesses to develop local policies and programs that reflect our local needs. Tammy outlined that each HKCC community is required to complete a Community Needs Assessment (CAN) and submit it to the Ministry of Health and Long-Term Care (MOHLTC) which has been completed and presented to Council.

Tammy presented a number of pictures that illustrated some of the activities to date featuring their Community Champion Mayor Kidd.

Mayor Kidd thanked Tammy for her hard work on this initiative and the presentation.

Resolution No. 2016-092

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

Be it resolved that the Council of the City of Temiskaming Shores acknowledges the presentation from Tammy Borgen-Flood, Project Manager – Healthy Kids Community; and

That Council further acknowledges the completion of the Healthy Kids Community Challenge – Community Needs Assessment for the City of Temiskaming Shores which is available through the Healthy Kids Project Manager.

Carried

d) Marc Dumont – 138334 Peters Road

Re: Bilingual Documents

Mr. Dumont read a letter requesting that Council consider the adoption of a policy or by-law defining parameters for printed documents to the Francophone population. Mr. Dumont indicated that if Council concurs with his suggestion that he would be more than willing to assist in developing the policy.

Resolution No. 2016-093

Moved by: Councillor McArthur
Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores acknowledges the presentation from Marc Dumont in regards to Bilingual Documents; and

That in accordance with Procedural By-law No. 2008-160, as amended that the City Manager assign this matter to the appropriate Director and/or Committee of Council for follow up.

Carried

10. Communications

- a) Carla Nell, Vice-President Municipal & Stakeholders Relations – Municipal Property Assessment Corporation

Re: Changes to the 2016 Assessment Update

Reference: Referred to the Treasurer

- b) Joel Locklin, Manager of Program Operations – Ministry of Agriculture, Food and Rural Affairs

Re: OCIF Funding - \$1,599,919 (85%) – North Cobalt Water Supply Stabilization Project

Reference: Motion to be presented under New Business

- c) Michael Jacek, Senior Advisor – Association of Municipalities of Ontario

Re: Ontario Announces Green Social Housing Retrofits

Reference: Referred to the District of Timiskaming Social Services Administrative Board (DTSSAB)

- d) Matthew Wilson, Senior Advisor – Association of Municipalities of Ontario

Re: Policing Consultations Announced

Reference: Referred to the Police Services Board

- e) Martin Quinn, Chair – Communities in Bloom
Re: Invitation to participate in 2016 Edition of Communities in Bloom Ontario
Reference: Received for Information

- f) Lynne Anderson, Vice President Applications – Ontario Energy Board
Re: Natural Gas Expansion in Ontario – Hearing notice
Reference: Received for Information

- g) Kevin Buckland, Manager/Client Satisfaction – True Steel Security
Re: False Alarm Credit Request – 380 Whitewood Avenue
Reference: Motion to be presented under New Business

- h) Province of Ontario – News Release
Re: Province Expanding Ontario Community Infrastructure Fund and Connecting Links Program
Reference: Referred to Senior Staff

Resolution No. 2016-094

Moved by: Councillor Jelly
Seconded by: Councillor Foley

Be it resolved that City Council agrees to deal with Communication Items 10. a) to 10. h) according to the Agenda references.

Carried

11. Committees of Council – Community and Regional

Resolution No. 2016-095

Moved by: Councillor Foley
Seconded by: Councillor Laferriere

Be it resolved that the following minutes and/or reports be accepted for information:

- a) 2013 and 2014 Audited Financial Statements for the Earlton Timiskaming Regional Airport Municipal Services Board;
- b) Minutes of the South Temiskaming Cultural Sustainability Project Committee meeting held on December 10, 2015;
- c) Minutes of the Temiskaming Shores Public Library Board meeting held on January 20, 2016; and
- d) Minutes of the Contract Consultation meeting with OCWA held on February 18, 2016.

Carried

12. Committees of Council – Internal Departments

Resolution No. 2016-096

Moved by: Councillor Jelly

Seconded by: Councillor Laferriere

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

- a) Minutes of the Building Maintenance Committee meeting held on February 17, 2016;
- b) Minutes of the Public Works Committee meeting held on February 17, 2016.

Carried

13. Reports by Members of Council

Councillor Jelly highlighted some of the issues discussed at the last Public Works Committee meeting including the finalization of the LED Street Light replacement program; snow removal program; have proceed with the stage 2 application for the Gray Road Sanitary Lift Station; staff are working on the 2016 roads program; extension of the STATO trail contract awarded; and the Dymond looping has been completed.

Councillor Jelly highlighted some of the issues discussed at the last Protection to Persons and Property (PPP) Committee meeting including the development of a Recruitment and Retention Policy as well as a Social Media Policy.

Councillor Jelly also spoke briefly in regards to the recently attended OGRA/ROMA conference.

Councillor Hewitt informed Council that FedNor has granted an extension for the BIA Coordinator for 1 year, Steph Lamothe and it is awesome to see that we are building some momentum for the downtown core.

Mayor Kidd outlined that Councillor Foley and himself will heading down to the PDAC event at the end of the week with the official opening on Sunday.

14. **Notice of Motions**

None

15. **New Business**

a) **Autism Ontario – Raise the Flag – Monday, April 4, 2016**

Resolution No. 2016-097

Moved by: Councillor McArthur

Seconded by: Councillor Laferriere

Whereas World Autism Awareness Day will be recognized on April 2, 2016 in Canada thanks to Liberal Senator Jim Munson's Bill S-206, an *Act Respecting World Autism Awareness Day*; and

Whereas Autism Spectrum Disorders affect over 100,000 Ontarians and is recognized as the most common neurological disorder affecting 1 in every 94 children, as well as their friends, family and community; and

Whereas ASD is a spectrum disorder, which means it not only manifests itself differently in every individual, but also its characteristics will change over the life of each individual as well.

Now therefore be it resolved that Council of the City of Temiskaming Shores hereby proclaims April 2, 2016 as "**World Autism Awareness Day**" and invites everyone to the raising of the Autism Ontario Flag at City Hall on Monday, April 4, 2016 at 11:30 am.

Carried

b) **City of Greater Sudbury – Support for opposing relocation of OPP helicopter from Sudbury to Orillia**

Resolution No. 2016-098

Moved by: Councillor Hewitt

Seconded by: Councillor Jelly

Whereas in April of 2015 the OPP search and rescue helicopter was re-deployed from Sudbury to Orillia; and

Whereas concerns have been expressed regarding the protection and safety of people in Northern Ontario since the response time has been increased; and

Whereas Orillia is located in a snow belt and helicopters are allegedly not always able to fly in an emergency as a result of adverse weather conditions; and

Whereas many areas in the North can only be accessed in a timely manner by air; and

Whereas faster response times can mean the difference between life and death in certain conditions; and

Whereas the results of a review of the decision to move the OPP search and rescue helicopter from Sudbury to Orillia have not yet been made available and the helicopter remains in Orillia.

Now therefore be it resolved that the Council of the Temiskaming Shores hereby respectfully requests that the Premier and the Minister of Community Safety and Correctional Services, expedite the return of the OPP search and rescue helicopter to the Sudbury airport to better serve the needs of Northern communities; and

Further be it resolved that a copy of this resolution be forwarded to the Honourable Kathleen Wynne, Premier of Ontario; the Honourable Yasir Naqvi, Minister of Community Safety and Correctional Services; and John Vanthof, MPP for Timiskaming-Cochrane.

Carried

c) Ontario Community Infrastructure Fund (OCIF) Application Based Component – Intake Two – North Cobalt Water Supply Stabilization Project

Resolution No. 2016-099

Moved by: Councillor Laferriere

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of correspondence from the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) approving the City's application in the amount of \$1,599,919 for the "North Cobalt Water Stabilization Project"; and

That Council directs staff to prepare the necessary by-law to enter into a funding agreement with OMAFRA for consideration at the March 1, 2016 Regular Council meeting.

Carried

d) True Steel Security – 380 Whitewood Avenue – False Alarm Charges

Resolution No. 2016-100

Moved by: Councillor Jelly
Seconded by: Councillor McArthur

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of a letter dated February 22, 2016 from True Steel Security with respect to three (3) false alarms at 380 Whitewood Avenue (Petro-Canada) on December 23, 2015; January 2, 2016; and January 11, 2016; and

Further be it resolved that Council hereby denies the request to reduce the false alarm fines that were applied in accordance to By-law 2015-178.

Carried

e) Administrative Report No. PW-007-2016 – Equipment Purchase – Service Van

Resolution No. 2016-101

Moved by: Councillor Jelly
Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-007-2016;

That Council approves the purchase of a service van, as detailed in Request for Proposal PW-RFP-007-2016, and directs staff to prepare the necessary by-law to enter into an agreement with Wilson Chevrolet Buick GMC for supply and delivery of a 2016 Service Van at an upset cost of \$61,832.00 plus applicable taxes for consideration at the March 1, 2016 Regular Council meeting.

Carried

f) Administrative Report No. PW-008-2016 – Flat Roof Replacement – New Liskeard Fire Hall and Haileybury Arena

Resolution No. 2016-102

Moved by: Councillor Laferriere

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-008-2016;

That as outlined in Section 3.5 of the City Purchasing Policy, Council approves the award of the contract to J.G. Fitzgerald & Sons Ltd. For the replacement of two flat roofs, as detailed in Request for Quote PW-RFQ-001-2016 for a total upset limit of \$116,920 plus applicable taxes; and

That Council directs Staff to prepare the necessary by-law and agreement for consideration at the March 1, 2016 Regular Council meeting.

Carried

g) Administrative Report No. PW-009-2016 – Haileybury Landfill Closure Plan – Award of Engineering Services

Resolution No. 2016-103

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-009-2016;

That as outlined in Section 3.5 of the City's Purchasing Policy, Council approves the award of the contract to EXP Services Inc. to proceed with the development of the required Closure Plan for the Haileybury Landfill as detailed in Request for Proposal PW-RFP-003-2016 for a total upset limit of \$15,750 plus applicable taxes; and

That Council directs staff to prepare the necessary by-law and agreement for consideration at the March 1, 2016 Regular Council meeting.

Carried

h) Administrative Report No. PW-010-2016 – Tender Award – STATO Trail Extension (Hessle Street to Highway 65 East)

Resolution No. 2016-104

Moved by: Councillor McArthur

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-010-2016;

That as outlined in Section 3.5 of the City's Purchasing Policy, Council approves the award of the contract for the *Construction of the STATO Trail – Armstrong Street to Miller Paving Limited* in the amount of \$120,875 plus applicable taxes; and

That Council directs staff to prepare the necessary by-law, with the inclusion of a conditional requirement that an Easement be secured from ARIO for the portion of the trail that traverses their property, for consideration at the March 1, 2016 Regular Council meeting.

Carried

i) Memo No. 004-2016-CGP – BIA Youth Intern – Amendment to By-law No. 2015-099

Resolution No. 2016-105

Moved by: Councillor Laferriere

Seconded by: Councillor Hewitt

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 004-2016-CGP; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-099 to extend the agreement with the Ministry of Industry – FedNor for funding assistance towards hiring of a Business Development Coordinator Intern for the New Liskeard Business Improvement Area.

Carried

j) Memo No. 003-2016-CS – Grant Municipal Drain – Assessed Owners’ Payment Options

Resolution No. 2016-106

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 003-2016-CS;

That Council authorizes staff to forward invoices to assessment valuations under \$1,500 in accordance with By-law No. 2015-067 with payment due in full within sixty (60) days from the date of the invoice; and

That Council authorizes staff to forward invoices to assessment valuations over \$1,500 with the following payment options:

Option No. 1

Payment in full due 60 days from the date of invoice.

Option No. 2

Five (5) year repayment plan:

- Annual Interest Rate: 5% (as per the Interest Act)
- Payments*: Five (5) equal payments

* Exception:

Year 1: If the annual payment in the first year of the plan is less than \$1,500; a \$1,500 minimum payment will be due and payable within sixty (60) days from the date of the invoice.

Year 2-5: The balance of the funds will be financed equally over the remaining term of the plan.

Carried

k) Declaration of Surplus Land – Part 4 on Plan 54R-2876 Barr Drive

Resolution No. 2016-107

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

Whereas By-law No. 2015-160 Procedural Policy for the Disposal of Real Property states Council must declare property as surplus through resolution prior to disposal; and

Whereas Public Notice of Council's intent to consider the sale of municipal property on Barr Drive was provided in accordance with Section 6 of the *Disposal of Real Property By-law* and a Public Meeting was held on March 1, 2016.

Now therefore be it resolved that Council of the City of Temiskaming Shores declares the following lands to be surplus to the municipality's needs:

Subject Land: Part of South ½ of Lot 7, Concession 1 Township of Dymond, more specifically being Part 4 on Plan 54R-2876.

Carried

I) Memo No. 003-2016-PPP – Haileybury Fire Station Building Condition Survey

Resolution No. 2016-108

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 003-2016-PPP;

That Council further acknowledges receipt of the Building Condition Survey prepared by Mitchell Architects for the Haileybury Fire Hall dated December 2015;

That Council refers the survey to the Fire Department Master Fire Plan Review Committee and requests that the committee provide recommendations to Council on capital improvements, and how best to allocate short and/or long term expenditures regarding the Haileybury Fire Station; and

That Council appoints Councillor Danny Whalen to replace Councillor Mike McArthur on the Fire Department Master Fire Plan Review Committee on an ad hoc/temporary basis for the purpose of reviewing the Haileybury Fire Station Condition Survey.

Carried

16. By-laws

Resolution No. 2016-109

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that:

By-law No. 2016-031 Being a by-law to enter into a Funding Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs under the Ontario Community Infrastructure Fund (OCIF) – Application Based Component – North Cobalt Water Stabilization Project – OCIF Project No. AC2-0286

By-law No. 2016-032 Being a by-law to enter into an agreement with EXP Services Inc. for the Provision of Engineering Services for the development of the required Closure Plan for the Haileybury Landfill

By-law No. 2016-033 Being a by-law to enter into an agreement with Miller Paving Limited for the supply of labour, equipment and material for the Construction of the Active Trail System from Hessele Street to Highway 65 East along the East side of Armstrong Street

By-law No. 2016-034 Being a by-law to enter into an Agreement with Wilson Chevrolet Limited for the supply and delivery of one (1) 2016 Service Van

By-law No. 2016-035 Being a by-law to enter into an Agreement with J.G. Fitzgerald & Sons Ltd. for the replacement of the flat roofs at the New Liskeard Fire Hall and the Haileybury Arena

By-law No. 2016-036 Being a by-law to amend By-law No. 2015-099 (Funding Agreement with FedNor for a Business Development Coordinator Intern for the New Liskeard Business Improvement Area)

be hereby introduced and given first and second reading.

Carried

Resolution No. 2016-110

Moved by: Councillor Laferriere

Seconded by: Councillor McArthur

Be it resolved that:

By-law No. 2016-031;

By-law No. 2016-032;

By-law No. 2016-033;

By-law No. 2016-034;

By-law No. 2016-035;

By-law No. 2016-036;

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

Carried

17. Schedule of Council Meetings

a) Regular – Tuesday, March 15, 2016 at 6:00 p.m.

b) Regular – Tuesday, April 5, 2016 at 6:00 p.m.

18. Question and Answer Period

None

19. Closed Session

Resolution No. 2016-111

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that Council agrees to convene in Closed Session at 7:50 p.m. to discuss the following matters:

a) Adoption of the February 16, 2016 – Closed Session Minutes;

- b) Under Section 239 (2) (a) of the Municipal Act, 2001 – Security of the property of the Municipality – Temiskaming Municipal Building Association

Carried

Resolution No. 2016-112

Moved by: Councillor Hewitt

Seconded by: Councillor Foley

Be it resolved that Council agrees to rise with report at 8:44 p.m.

Carried

- a) **Adoption of the February 16, 2016 – Closed Session Minutes**

Resolution No. 2016-113

Moved by: Councillor Jelly

Seconded by: Councillor McArthur

Be it resolved that Council approves the February 16, 2016 Closed Session Minutes as printed.

Carried

- b) **Under Section 239 (2) (a) of the Municipal Act, 2001 – Security of the property of the Municipality – Temiskaming Municipal Building Association**

Council provided staff with direction in closed.

20. Confirming By-law

Resolution No. 2016-114

Moved by: Councillor Laferriere

Seconded by: Councillor Hewitt

Be it resolved that By-law No. 2016-037 being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular Meeting held on **March 1, 2016** be hereby introduced and given first and second reading.

Carried

Resolution No. 2016-115

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Be it resolved that By-law No. 2016-037 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

Carried

21. Adjournment

Resolution No. 2016-116

Moved by: Councillor Foley

Seconded by: Councillor Jelly

Be it resolved that City Council adjourns at 8:45 p.m.

Carried

Mayor – Carman Kidd

Clerk – David B. Treen



Working for Municipalities

Heads UP



keeping members informed.

Ontario Government Releases 2016 Budget

The Government of Ontario released the 2016 Budget, entitled *Jobs for Today and Tomorrow*. [Earlier announcements](#) at the 2016 OGRA/ROMA Combined Conference prefaced the direction the government would take. Slightly modified numbers in public infrastructure funding will see \$160 billion invested over 12 years, starting in 2014-15. Of this \$160 billion, the government's *Moving Ontario Forward* plan will invest \$31.5 billion in transportation and public transit infrastructure. About \$15 billion is available outside the Greater Toronto and Hamilton Area (GTHA) and about \$16 billion is available within the GTHA. This includes:

- Expanding the Ontario Community Infrastructure Fund (OCIF) to \$300 million per year by 2018-19 to support projects in small, rural and northern communities.
- \$13.5 billion to implement GO Regional Express Rail (RER), which will quadruple the number of weekly trips to nearly 6,000.
- \$550 million in northern infrastructure through the Northern Highways Program.
- \$1 billion for strategic transportation infrastructure development in the Ring of Fire region.

The budget also includes funding for smaller communities. Through the Small Communities Fund, the provincial and the federal governments are each providing \$272 million to support projects in communities with populations of less than 100,000.

OGRA President Rob Burlie stated, "I am pleased to see that the Government of Ontario remains committed to implementation of its Building Together strategy. This program will provide the infrastructure investments that are needed for Ontario's municipalities and First Nations to grow and prosper."

"Today's announcement of \$160 Billion of infrastructure investment over 12 years, coming on the back of the tripling of the Ontario Community Infrastructure Fund and the doubling of Connecting Links that were announced at the OGRA/ROMA Combined Conference, the government is oriented in the right direction" stated OGRA Executive Director Joe Tiernay. "We will continue to press the government to ensure that this investment is made in a way that leverages the full benefits of asset management planning," added Tiernay. Ontario Minister of Finance Charles Sousa stated that this will be the last provincial budget in deficit.

The mandate of the Ontario Good Roads Association is to represent the infrastructure interests of Ontario's 444 municipalities through advocacy, consultation, training and the delivery of identified services. For more information, please visit ogra.org.

ONTARIO GOOD ROADS ASSOCIATION

1525 Cornwall Road, Unit 22 Oakville L6J 0B2
289-291-OGRA (6472)



For immediate release:

Ontario's 2016 Budget Commits to Investments Benefitting the North

February 26, 2016 – Kapuskasing, ON - The Federation of Northern Ontario Municipalities (FONOM) sees many benefits for Northern municipalities in 2016 Ontario Budget which was announced on February 25th by Minister of Finance, Charles Sousa.

The government committed to significant infrastructure investments outside of the Greater Toronto and Hamilton area as previously announced during the Ontario Good Roads Association and Rural Ontario Municipal Association's conference on February 22nd. These investments included doubling the Connecting Links program to \$30 million a year by 2018-2019 and increasing the Ontario Community Infrastructure Fund (OCIF) to \$300 million a year by 2018-2019 from the current \$100 million.

There were investments into the health care system by way of infrastructure and primary health services. Minister Sousa announced \$12 billion over ten years in capital grants to hospitals to continue building infrastructure in addition to \$50 million to assist hospitals in maintaining their facilities in good repair. Primary health care will receive \$85 million over three years through Community Health Centres, Nurse Practitioner-Led Clinics, Family Health Teams, Aboriginal Health Access Centres and nursing stations to provide services across the province including Northern and rural communities. "It is important that Northern residents will have increased access to primary care services as many do not have readily access to a physician, particularly in the rural and underserved areas," said Mayor Alan Spacek of Kapuskasing and FONOM President.

Ontario's housing and homelessness system will become more flexible as the province will look to provide benefits that respond to changing housing needs. The Long-Term Affordable Housing Strategy will be supported by \$178 million over three years to provide housing subsidies and benefits to additional households as well as the construction of 1,500 new supportive housing units.

The 2016 Budget also committed to ensuring more students have access to post-secondary education by making average tuition free for students from families with incomes of less than \$50,000 and making tuition more affordable for students from middle class families. "This is a positive step in ensuring all students have equal opportunity to access post-secondary education. Particularly, in Northern Ontario where students often have to leave home and travel long distances to access this education," stated Spacek.



“While we appreciate the efforts to address climate change through the implementation of the Cap and Trade system, we are concerned about the increase costs to Northerners. The majority of those living in the North do not use a transit system and are heavily dependent upon their vehicles to get to work, medical appointments or engage in day to day activities,” Mayor Spacek stated. “Further to the increase of 4.3 cents a litre for gasoline at a time where prices are already significantly higher in the North, is the increase to diesel by 4.7 cents a litre. This will add costs to the farming and forestry sectors as they are reliant on diesel to operate,” continued Spacek.

-30-

For More Information:

Mayor Alan Spacek
President of FONOM
705 335 0001

**Minister
Responsible for
Seniors Affairs**

6th Floor
400 University Avenue
Toronto ON M7A 2R9
Tel.: (416) 314-9710
Fax: (416) 325-4787

**Ministre délégué
aux Affaires des
personnes âgées**

6^e étage
400, avenue University
Toronto ON M7A 2R9
Tél.: (416) 314-9710
Télééc.: (416) 325-4787



March 2016

Dear Mayor, Reeve and Members of Council:

I am pleased to invite you to participate in the **2016 Senior of the Year Award**. This annual award was established in 1994 to give each municipality in Ontario the opportunity to **honour one outstanding local senior**, who after the age of 65 has enriched the social, cultural or civic life of his or her community.

Pay tribute to a Senior of the Year award recipient and show how seniors are making a difference in your community!

Make a nomination for **Senior of the Year!**

Deadline is April 30, 2016.

A certificate, provided by the Ontario government, is signed by Her Honour the Honourable Elizabeth Dowdeswell, Lieutenant Governor, myself as Minister Responsible for Seniors Affairs, and the local Head of Council.

The Government of Ontario is proud to offer this partnership with the municipalities. Seniors have generously offered their time, knowledge, expertise and more to make this province a great place to live. It is important to recognize their valuable contributions.

If you have questions, please contact the Ontario Honours and Awards Secretariat:

Email: ontariohonoursandawards@ontario.ca
Phone: 416 314-7526
Toll-free: 1 877-832-8622
TTY: 416 327-2391

Thank you in advance for taking the time to consider putting forward the name of a special senior in your community.

Sincerely,

A handwritten signature in black ink that reads "Mario Sergio".

The Honourable Mario Sergio
Minister

100



The Royal Canadian Legion

BRANCH 44
38 Silver Street P. O. Box 609
COBALT, ON P0J 1C0
(705)679-5707

RECEIVED
FEB 18 2016

February 16, 2016

City of Temiskaming Shores
Public Works Department
City Hall,
325 Farr Dr.
Haileybury, ON POK 1K0

ATTENTION: Mr. Doug Walsh

Dear Sir:

RE: Cobalt Veterans' Cemetery, Morissette Dr. HAILEYBURY

It has come to our attention that when snow is being removed from the Group Home across the street from the cemetery, it is being dumped in front of the cedar hedge of the cemetery and lately the plow has been raised to allow the snow to accumulate on top of the hedge and of course fall into the cemetery on the other side.

The combination of the snow and salt from the roadway could be detrimental to the grave stones over the course of time.

We have no objection to the snow being dumped on the ground outside of the hedge, but NOT over top of the hedge so as to land on the grave stones.


.....2

"They served till death! Why not we?"

MAR 15 116.

We trust this matter can be resolved and look forward to hearing from you.

Yours very truly,
ROYAL CANADIAN LEGION, BR. 44



Leo Sylvester, President

LS/pn

cc Mayor and Council

THE COMMUNITY SCHOOLS ALLIANCE

- Founded in 2009
- Operating under a constitution adopted in 2015
- Governed by an elected executive of volunteers

We believe the communities of Ontario will be better served if:

- School boards and municipalities collaborate on student accommodation decisions.
- A decision to close a school is made only after considering the value of the school to the community and the local economy.
- The Ministry of Education's funding formula has the flexibility to support small schools in rural and northern single-school communities.
- Schools are part of community hubs.
- Surplus space in a school is made available for community use before the school is closed.
- Students are able to attend elementary and secondary schools in their home communities.
- The absolute power to close schools is not held by school boards.



Community Schools Alliance
399 Ridout St. N.
London, Ontario
N6A 2P1
www.communityschoolsalliance.ca

Membership Application Form

Select Membership Category	Category A: Municipalities Category B: Provincial Agencies & Organizations Category C: Local Organizations & Individuals
Payment by Cheque	Community Schools Alliance c/o Councillor James Collard, Town of Niagara-on-the-Lake, Box 100, Virgil ON L0S 1T0

Category A: Municipalities

Name:
Mailing Address:
Membership Fee Based on Population :
<input type="radio"/> 0001 - 5,000 \$250.00 <input type="radio"/> 5,001-10,000 \$500.00 <input type="radio"/> 10,001-20,000 \$750.00
<input type="radio"/> 20,001 - 30,000 \$1,000.00 <input type="radio"/> 30,001- 50,000 \$1,500.00 <input type="radio"/> 50,001 Plus \$3,000.00

Category B: Provincial Agencies & Organizations

Membership Fee:	\$3,000.00	Email:
Name:		
Mailing Address:		
Executive Director or Voting Delegate:		

Category C1 : Local Organizations

Membership Fee:	\$50.00	Email:
Name of Organization:		
Mailing Address:		
Executive Director or Voting Delegate:		

Category C2 : Individuals

Membership Fee:	\$50.00	Email:
Name:		
Mailing Address:		

Office Use Only

Date Received:	Membership Number:
Fee Enclosed:	Date Forwarded to AMO:

To Temiskaming Shores Council and Mayor
written by Catherine Gillier Haileybury 705-672-2840

It is important to speak out against the so-called green energy project in Lorrain Valley. To be silent is to accept it.

There is nothing sustainable or biodegradable or useful about the project. There will be massive tons of concrete carried over newly widened roads slashed into what is now an environment where the cycle of life can evolve and enrich the community. The machinery, the noise, the destruction, will not be the only things insinuated into The Valley:

Vibrations along a fault line.

Continual repairs to cumbersome and faulty towers.

Money leaving the community.

Arsenic flowing down to Ottawa.

Once again, those with the liquor and the disease will cut and run with their pockets full; never acknowledging their “legal” crimes.

Taking control. Pushing hard. And leaving destroyed lives behind. This is rape.

House of Commons

Room 649D Centre Block
Ottawa, ON K1A 0A6
Tel: (613) 992-2919
Fax: (613) 995-0747

**Chambre des communes**

Piece 649D, Édifice du Centre
Ottawa, ON K1A 0A6
Tel: (613) 992-2919
Fax: (613) 995-0747

Timmins

202-60 Wilson Avenue
Timmins, ON P4N 2S7
Tel: (705) 268-6464
Fax: (705) 268-6460

Charlie Angus

Member of Parliament for Timmins - James Bay
Député de Timmins - Baie James

Kirkland Lake

201-30 Second Street
Kirkland Lake, ON P2N 3H7
Tel: (705) 567-2747
Fax: (705) 567-5232

Minister of Natural Resources James Gordon Carr
House of Commons
Ottawa, Ontario
K1A 0A6

March 2nd 2016

RE: Ring of Fire

Minister Carr,

The Ring of Fire provides a tremendous opportunity to unlock the economic potential of Northern Ontario, Ontario, and the entire Canadian economy. Federal leadership is sorely needed to move this project forward. I am writing to ask that this government ensure that the Ring of Fire is part of the promised commitment to infrastructure projects across the country. As well, the Federal government has an important role to play in engaging in meaningful consultation with First Nation communities to ensure that all the benefits of this huge project leads to meaningful improvements in the lives of the people of the north.

The previous government's lack of leadership on this issue was very unfortunate. There was no attempt to bring together the major players, there was no infrastructure plan, and there was no consultation with First Nations. In fact, then minister Tony Clement s received a failing grade from the Ontario Chamber of Commerce.

While I recognize that little can be done to overcome the fundamental economic conditions of the commodity market, it must be recognized that consultations with First Nations and long-term infrastructure investments are complicated projects that take time to work out and implement. It is imperative that the government start to put the fundamentals for the Ring of Fire in place, so, that we can take advantage of the market on the upswing. That is why there must be urgency to start now, especially in a downturn.

The Ontario Chamber of Commerce estimates the project will generate in short term 9.4 billion in GDP, 6.2 billion for the mining industry, sustain 5,500 annual full time jobs, and generate 2 billion in government revenues. Over the 32 year lifespan of the project it is estimated that the project will generate over 25 billion in GDP, up to 16.7 billion for the mining industry, and 6.7 billion in government revenue. And yet, the project still faces the same major challenges: lack of coordinated consultation with First Nations, the inadequacy of infrastructure, and no coherent plan from the government.

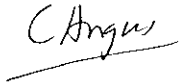
The Ontario Provincial budget that was tabled last week committed, “up to one billion dollars for strategic transportation infrastructure development in the Ring of Fire region.” Infrastructure is a necessity to getting this project off the ground. I am asking that the federal government match this provincial commitment in our upcoming federal budget. With your government so intimately tied to the provincial government, there is no excuse for inaction.

As a part of this commitment the federal government needs to convene relevant stakeholders to identify a long term infrastructure plan for the development of the Ring of Fire to ensure that isolated communities in the region are able to benefit from infrastructure investments in roads and hydro. Full time year round surface transportation will provide immediate benefits to any First Nations communities that they connect to especially with these communities facing increasingly precarious ice roads from climate change.

Lastly, any plan for the Ring of Fire must capture value added processing. We need to move away from the rip, strip, and ship mentality of the previous government to our natural resources. It is imperative that we gain full value and maximize economic growth out of our country’s resources.

The previous government has wasted ten years on getting the Ring of Fire to move forward. I am asking that we work together to ensure the federal government provide leadership in matching the provincial commitment of 1 billion dollars for infrastructure, meaningful consultation with First Nations, and captures the value from processing the materials. I look forward to seeing these issues highlighted in the upcoming budget and working with you to get it done.

Sincerely,

A handwritten signature in cursive script that reads "C Angus". The signature is written in black ink and is positioned above a horizontal line that serves as a separator.

Charlie Angus
MP Timmins-James Bay

March 1, 2016

Re: Resolution from the Town of Northeastern Manitoulin and the Islands

At the regular meeting of the Township of Gillies held February 22nd, 2016, Council considered correspondence regarding a resolution adopted by the Town of Northeastern Manitoulin and the Islands Council supporting the request to the Province to increase funding to Long Term Care Facilities.

Please be advised that the following resolution was passed at the meeting:

RESOLUTION NO. 2016/047

Moved by Councillor Wendy; Seconded by Councillor Groenheide:

BE IT RESOLVED THAT Council supports the resolution as passed by The Town of Northeastern Manitoulin and the Islands on February 15th 2016 which supports a request to the Province to increase funding to Long Term Care Facilities

AND THAT copies of this Resolution be sent to the Minister of Health, MPP Bill Mauro, UCCMM and all municipalities in Ontario **CARRIED**

If you require further information, please do not hesitate to contact the undersigned at 807-475-3185 or gillies@tbaytel.net.

Sincerely,



Shara Lavallée
Clerk

The Town of
NORTHEASTERN MANITOULIN
and the ISLANDS

Municipal Office
14 Water Street East

PO Box 608
Little Current, ON
P0P 1K0

Resolution No. 34-02-15

Moved by: M. Erskine

Seconded by: D. Orr

Resolved that the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands supports the following resolution forwarded from the Manitoulin Centennial Manor and forward a copy of this resolution on to Minister of Health, Dr. Eris Hoskins, MPP Michael Mantha, other municipalities, First Nations and UCCMM for support.

Whereas funding requests from member municipalities was frozen from 2010-2011 resulting in a zero growth budget;

And Whereas funding increases from the Ministry of Health and Long Term Care has been increased but not kept pace with increases in costs to Long Term Care Facilities including staff salaries and benefits;

And Whereas Long Term facilities are one of the most important aspects of eldercare in the Province's care scheme;

And Whereas Capital renewal funding needs to be provided to ensure facility standards are maintained;

And Whereas additional funding is required by the LTC's to meet increased costs for Behavioral Services Ontario (BSO) to better manage dementia and mental health care;

And Whereas funding has not been provided to provide Alternate Care for complex health conditions requiring specialized staff and equipment such as IV therapy or tube feeding especially in smaller facilities;

And Whereas attracting and maintaining adequate staff requires recognition of the partnerships that exist between the LTC's and the health sector;

And Whereas fundraising campaigns have not met the needs of the Manitoulin Centennial Manor in its efforts to maintain superior care for its residents;

Be it resolved that the Board request its member municipalities support a request to the Province to increase funding to Long Term Care Facilities in keeping with the foregoing;

And Further that this request be forwarded to the Manitoulin Municipal Association for whatever action they deem necessary;

Carried



VICTIM SERVICES of Temiskaming & District

March 2, 2016

Sent by email to dtreen@temiskamingshores.ca

David B. Treen, CET
Municipal Clerk
City of Temiskaming Shores – Mayor and Council Members
PO Box 2050, 325 Farr Drive
Haileybury, ON P0J 1K0

Re: 2016 Victims and Survivors of Crime Awareness Week

“THE POWER OF OUR VOICES”! That is the theme of the 2016 Victims and Survivors of Crime Awareness Week which will take place from May 29th to June 4, 2016.

Victim Services of Temiskaming & District would like to make a request to council that they proclaim the week of May 29th to June 4, 2016 as “Victims and Survivors of Crime Awareness Week” in the City of Temiskaming Shores.

“We can all help shape a future in which victims and survivors of crime are treated with the compassion, courtesy, and respect they deserve. Victims Week is about raising awareness about issues facing victims of crime and the services, programs, and laws in place to help them and their families.”

Thank you for your consideration.

Sincerely,

Monique Chartrand, Executive Director
Victim Services of Temiskaming & District
Email: temvcars@ntl.sympatico.ca

Temiskaming Shores Main Office
P.O. Box 1312, 300 Armstrong St. N.
New Liskeard, Ontario P0J 1P0
(705) 647-0096 Fax: (705) 647-5646
Email: temvcars@ntl.sympatico.ca

Kirkland Lake Satellite Office
145 Government Road E.
Kirkland Lake, Ontario P2N 3P4
(705) 568-2154 Fax: (705) 568-2153
Website: www.temiskamingvcars.com

**Ministry of
Community Safety and
Correctional Services**

**Ministère de la
Sécurité communautaire et
des Services correctionnels**

Office of the
Fire Marshal and
Emergency Management

Bureau du
commissaire des incendies et
de la gestion des situations d'urgence

Suite 6
3767 Hwy. 69 South
Sudbury, ON P3G 0A7
Tel: 1-800-565-1842
Fax: (705) 564-4555

Suite 6
3767, route 69 sud
Sudbury, ON P3G 0A7
Tél: 1-800-565-1842
Télé: (705) 564-4555

March 02, 2016

Dear Mayor:

It is the responsibility of municipalities to ensure they are in compliance with the Emergency Management and Civil Protection Act (EMCPA) and its associated Regulation, Ontario Regulation 380/04.

The Office of the Fire Marshal and Emergency Management (OFMEM) has determined that your municipality has complied with the Act and the Regulation for 2015.

	Completed
Community Emergency Management Coordinator (CEMC) appointed (O.Reg.380/04,s.10(1))	yes
CEMC completed the required training (O.Reg.380/04,s.10(2)) and Fire Marshal & Chief, Emergency Management Guidance: 2015-01-08 (O. Reg 380/04 Training Requirements)	yes
The Municipality Emergency Management Program Committee met at least once this year (O. Reg. 380/04, s.11 (6))	yes
Current by-law for the municipality's adoption of its emergency management program (EMCPA s. 2.1(1))	yes
Municipal Community Risk Profile reviewed by the Emergency Management Program Committee (EMCPA s. 2.1(3))	yes
Municipality's Emergency Response Plan reviewed and the most current copy submitted to EMO (EMCPA s.3(1), s.3(6) s. 6.2 (1))	yes
Current by-law for the municipality's Emergency Response Plan? (EMCPA s. 3(1))	yes
Municipal Emergency Operations Centre designated (O.Reg.380/04,s.13 (1))	yes

Municipality's EOC communications system deemed to be appropriate (O. Reg. 380/04,s.13 (2))	yes
Municipality's Critical Infrastructure reviewed by the Emergency Management Program Committee (EMCPA s. 2.1 (3))	yes
Four (4) hours of annual municipal training conducted for the Municipal Emergency Control Group, staff and others identified in the ER Plan (EMCPA s.2.1(2), O. Reg. 380/04,s.12 (3))	yes
Municipal annual Exercise for the Municipal Emergency Control Group, staff and others identified in the ER Plan (EMCPA s.2.1(2), O.Reg.380/04 s. 12 (6)) and Fire Marshal & Chief, Emergency Management Guidance: 2015-01-08 (O. Reg 380/04 Training Requirements)	yes
Municipal designated employee appointed to act as Emergency Information Officer (O.Reg.380/04, s. 14 (1))	yes
Public Education Strategy completed (EMCPA s. 2.1 (2c))	yes
Municipality's Emergency Management Program Committee conducted an Annual Review of the Program (O.Reg.380/04,s.11 (6))	yes

The safety of your citizens is important, and one way to increase that safety is to ensure that your municipality is prepared in case of an emergency and is compliant with the applicable legislation and regulation. You are to be congratulated on your municipality's efforts in achieving compliance in 2015.

I hope and trust that you will continue your efforts to be compliant in 2016.

If you have any questions regarding the monitoring process, please contact your Emergency Management Field Officer.

Sincerely,



Art Booth
Operations Manager
Field and Advisory Services

cc: CEMC
CAO/Clerk
Field Officer

THE TOWNSHIP OF MINDEN HILLS

IN SEASON, EVERY SEASON

7 Milne Street, P.O. Box 359, Minden, Ontario K0M 2K0

Telephone: 705-286-1260

Website: www.mindenhills.ca

Email: admin@mindenhills.ca

March 1, 2016

The Honourable Yasir Naqi
Minister of Community Safety and
Correctional Services
25 Grosvenor Street, 18th Floor
Toronto, ON M7A 1Y6

Dear Minister Naqi:

Re: Request for Review of the New OPP Billing Model

Council, at its Regular Council meeting held on February 25, 2015 passed resolution #16-95 requesting the Minister of Community Safety and Correctional Services to:

- Review and reconsider the new OPP Billing Model;
- Reconsider assuming a larger portion of the overall budget for all Ontario Municipalities services by OPP;
- Perform an in-depth review of the current expenditures in order to reduce the cost per household.

Enclosed is a certified true copy of Resolution #16-95.

If you have any questions please contact me at (705) 286-1260 ext. 205 or email dnewhook@mindenhills.ca

Sincerely,



Dawn Newhook,
Clerk

CC: The Honourable Kathleen O. Wynne, Premier of Ontario
The Honourable Charles Sousa, Minister of Finance
Laurie Scott, MPP Haliburton-Kawartha Lakes-Brock
Gary McNamara, AMO President
Ontario Municipalities served by the OPP

Encl.



The Corporation of the Township of Minden Hills

Regular Council

Resolution **February 25, 2016**

Certified under the hand of
Deputy Clerk and seal of
The Corporation of the
Township of Minden Hills
to be a true copy of

Resolution 16-95

Moved by: *Joanne Anthon*

Dated this 3 day of March 2016

Seconded by: *Lise Schell*

Victoria Bull
Victoria Bull,
Deputy Clerk, Township of Minden Hills

Whereas the new OPP billing model was implemented in 2015 and will be phased in over a four (4) year period;

And Whereas the Township of Minden Hills' 2015 OPP Services invoice was \$1,460,470, an increase of \$260,518 over 2014;

And Whereas the 2016 OPP invoice for the Township of Minden Hills increases another \$391,801 to a total of \$1,852,271;

And Whereas the 2016 OPP services increase results in a 6.24% increase to the tax levy for OPP services alone;

Be it resolved that the Township of Minden Hills requests that the Minister of Community Safety and Correctional Services:

- Review and reconsider the new OPP Billing model;
- Reconsider assuming a larger portion of the overall OPP budget for all Ontario municipalities serviced by the OPP;
- Perform an in-depth review of the current expenditures in order to reduce the cost per household.

And further that a copy of this resolution be forwarded to the Honourable Kathleen Wynne, Premier of Ontario; The Honourable Yasir Naqi, Minister of Community Safety and Correctional Services; The Honourable Charles Sousa, Minister of Finance; Laurie Scott, MPP Haliburton-Kawartha Lakes-Brock; AMO; and to all municipalities serviced by the OPP.

CARRIED DEFEATED DEFERRED RECORDED VOTE

ABSTAIN	YEA	VOTING	NAY
		ANTHON	
		MURDOCH	
		NESBITT	
		NEVILLE	
		SAYNE	
		SHELL	
		DEVOLIN	

REEVE *Victoria Bull*

MOTION NO.: 16-95



The Corporation of the Township of Burpee and Mills

8 Bailey Line Road
Evansville ON P0P 1E0
Phone & Fax: 705 282 0624
E-mail: burpeemills@vianet.ca

Monday, February 22, 2016

Association of Municipalities of Ontario (AMO)
200 University Ave., Suite 801
Toronto, Ontario M5H 3C6

To Whom It May Concern,

The Municipality of Burpee-Mills is seeking support in the form of a resolution forwarded to Premier Kathleen Wynne's office. Tax incentive programs are put in place to benefit all Ontarians. Unfortunately, the reality is that the cost to fund these programs is only absorbed by the municipalities where these designations are applied. We feel, what benefits all of Ontario, should be paid for by all of Ontario.

Yours Truly,

A handwritten signature in black ink, appearing to read "Ken Noland".

Ken Noland, Reeve
Township of Burpee and Mills



The Corporation of the Township of Burpee and Mills

8 Bailey Line Road
Evansville ON P0P 1E0
Phone & Fax: 705 282 0624
E-mail: burpeemills@vianet.ca

Monday, February 22, 2016

The Honourable Kathleen Wynne, Premier of Ontario
Room 281
Main Legislative Building
Queen's Park
Toronto, ON
M7A 1A1

Dear Premier Wynne,

The Municipal Council of Burpee and Mills is very concerned that the Provincial Government continues to advocate that private conservation organizations purchase lands on Manitoulin Island. Under the Conservation Land Tax Incentive Program (CLTIP), these lands become designated "Tax Exempt" by the Ministry of Natural Resources and Forestry (MNRF).

To date, Burpee and Mills Township properties, assessed at approximately \$900,000.00, have been designated eligible for CLTIP tax exemption. There has been absolutely no consultation or regard for the municipality's ability to absorb the lost revenue. Our Municipality is now required to deal with this serious shortfall, while being forced to continue funding other programs originally created as Provincial responsibilities and then downloaded to the Municipalities. Managed Forest Tax Incentive Program, Agricultural Land Tax Incentive Program, and the Conservation Land Tax Incentive Program cost the Municipality of Burpee and Mills over \$73,000.00 each year. This represents a 13% loss in annual tax revenue.

Nature Conservancy of Canada is presently negotiating purchase of an additional 160 hectares in Burpee Township. Our Municipality has reached a level of critical tax base erosion resulting from such tax reduced and tax exempt properties. Council is now prepared to challenge the eligibility of any such conservation lands for CLTIP designation.

Our Council requests that the Province assist this Municipality by:

- Requirement to pay fair taxes on all properties with conservation status designated under the CLTIP.
- Provision of Provincial "grants in lieu" for any land designations resulting from Provincial incentive programs.
- A moratorium on all further CLTIP designations on Burpee and Mills properties by the MNRF.

Our Council requests a meeting with you and appropriate Ministers to find a resolution to these financial shortfalls to our Municipality created by these incentive programs. A timely response, suggesting viable solutions, would be appreciated.

Yours Truly,

A handwritten signature in black ink, appearing to read "Ken Noland".

Ken Noland, Reeve
Township of Burpee and Mills

Cc. Gary McNamara, President, Association of Municipalities of Ontario (AMO)
Al Spacek, President, Federation of Northern Ontario Municipalities (FONOM)

Earlton-Timiskaming Regional Airport

Steering Committee

Carman Kidd
Danny Whalen
Chris Oslund

Nina Wallace
Doug Metson
Pauline Archambault

Robert Ethier
Ron Vottera
Reynald Rivard

User/Municipal Meeting
March 5th, 2016



EARLTON-TIMISKAMING
Regional Airport



January 20th, 2016:

- Explorer Solutions presented Final Report
- Development of a Strategic Business Plan

Opportunities Identified:

- 1) The various funding programs available
(FedNor/ ACAP / NOHFC)
- 2) Create a flight training program
- 3) Relaunching commercial air service
- 4) Growing the general aviation hub
- 5) Using airport land for agriculture or renewable energy
- 6) Creating an industrial park

Recommendations

- Creation of an incorporated not-for-profit airport authority comprised of a Board of Directors and an Executive Board
- Transfer all ETRA assets to the airport authority
- The Board of Directors be comprised of all regional municipalities who have signed an airport services contract and paid their annual municipal fee
- Directors appointed by their Councils for a four-year term
- Responsible for reviewing and approving airport vision and mission
- Executive Committee – coordinates and monitors daily activities:
 - 1 from Englehart
 - 1 from Temiskaming Shores
 - 1 from Armstrong Township
 - 2 representatives designated by the other municipalities
 - plus:** 1 observer (airport manager)

Annual Municipal Fee

- Would replace the voluntary municipal fee presently requested from all regional municipalities
- The amount of this annual fee would be recommended by the Executive Committee to the Board annually, to cover gap between YXR self-generated revenues and the required annual fee.
- Fee could include funds to build up a small Capital Fund, to cover our share of future capital improvements
- Would be based on a per capita basis of all participating members

Community Contribution Summary

Community	Population	2014	2015	2016
		\$5.45 per capita	\$7.95 per capita	\$10.37 per capita
Armstrong	1265	\$6,894	\$10,057	\$13,118
Casey	374	\$2,038	\$2,973	\$3,878
Chamberlain	346	\$1,886	\$2,751	\$3,588
Charlton & Dack	670	\$3,652	\$5,327	\$6,948
Cobalt	1103	\$6,011	\$8,769	\$11,438
Coleman	531	\$2,894	\$4,221	\$5,506
Englehart	1546	\$8,426	\$12,291	\$16,032
Evantural	464	\$2,529	\$3,689	\$4,812
Harley	526	\$2,867	\$4,182	\$5,455
Hilliard	227	\$1,237	\$1,805	\$2,354
Hudson	457	\$2,491	\$3,633	\$4,739
James	474	\$2,583	\$3,768	\$4,915
Kerns	349	\$1,902	\$2,775	\$3,619
Temiskaming Shores	10125	\$55,181	\$80,494	\$104,996
Thornloe	110	\$600	\$875	\$1,141
Totals	18567	\$101,190	\$147,608	\$192,540

Future of Airport

- Maintain air ambulance services
- Establish a regular scheduled air service
- Develop a general aviation park
 - Pre-book and build new T-hangers
- Establish a flight training school
- Develop an industrial development zone
- Develop possible solar park area

Benefits to the Township of Armstrong:

- ETRA A. would assume all liability and responsibility for the property, airport operations, and the certificate of operation from Transport Canada.
- ETRA A. would be responsible for all capital requirements and asset management of the airport facilities.
- ETRAA. would be responsible for preparing and submitting funding applications.
- ETRA A. would pay property taxes to the Township of Armstrong.
- The Township of Armstrong could be contracted for payroll administration of airport employees.
- If and when the ETRA is dissolved/closed, the airport would be sold back to the Township of Armstrong, after any and all debt is absolved by member municipalities.

Benefits of municipal airport authority ownership

- Ability to develop the airport property for the benefit of ensuring its continued operations;
- Ownership would also ensure that a stable revenue source (lease of farmlands) is available for the airport operations;
- Ensure long-term economic development opportunities from airport; and
- Maintain air ambulance services.

Questions?

**Ministry of Agriculture,
Food and Rural Affairs**

**Ministère de l'Agriculture, de
l'Alimentation et des Affaires
rurales**



Regional Economic
Development Branch

Direction du développement
économique régional

11790 Hwy 64
P.O. Box 521
Verner ON P0H 2M0
Tel.: 705-594-2312
Fax: 705-594-9675

11790 route 64
CP 521
Verner ON P0H 2M0
Tél. : 705-594-2312
Fac: 705-594-9675

Regional Economic Development Branch

December 15, 2015

Mayor Carman Kidd
City of Temiskaming Shores
325 Farr Drive
PO Box 2050
Haileybury ON P0J 1K0

The **Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA)** is pleased to present the Municipal Regulatory Toolkit for Agriculture to all of our **Northern Ontario Municipal partners**. Its contents describe the authority Municipalities have to regulate and support the Agriculture and Agri-food sectors within their jurisdiction. This Toolkit is intended to provide summary information about the legislation as it was at the time of its publication.

This manual provides a summary overview of pertinent legislation that Municipal staff (Clerks, CAOs, Building Officials, etc.) may encounter on a day to day basis. It is intended to be a guide and reference to elected officials and municipal employees.

The resource is not a complete statement of the law or of all protocols that may be relevant to regulating and supporting the Agriculture and Agri-food sectors in municipalities. Its users are solely responsible for ensuring that they understand and comply with all relevant federal, provincial and municipal laws, regulations and by-laws related to the Agriculture and Agri-food sectors within Ontario.

In order to keep the contents of this publication as current as possible, we will email your municipal office when changes to legislations or regulations occur. Please ensure that both the binder and its included flash drive are updated.

OMAFRA has Agriculture Development Advisors located across Northern Ontario who are available to discuss ways of supporting and encouraging the development of the Agriculture and Agri-food sectors within your municipality. Please feel free to contact the Advisors in your area, Barry Potter at 705-647-2086 or Daniel Tassé at 705-647-2085, with any questions or feedback regarding the contents of this binder or if you require any advice or assistance on anything related to the agriculture sector.

Thank you

Monique Legault
Regional Manager, North Region

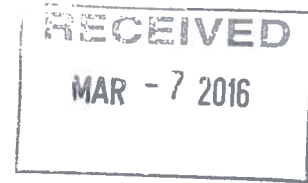


Good Things
Grow in Ontario

À bonne terre,
bons produits



EXTENDICARE



March 4, 2016

Dear Mayor Kidd;

Please accept this letter as Extendicare Tri Town's request to have the no parking signs removed from the east side of Bruce Street between Lawlor and Algonquin. Many of our resident's families are elderly and have difficulty walking across the road to the alternate parking space. We will send communication to the families that the no parking will continue on the west side of the road and will enforce this.

Thank you for taking the time to listen to our concerns, come visit the home and observing that the vehicles are not actually parked on the road but on the grass. We will in return create 2 handicapped parking spaces to allow easy access to those with disabilities.

Please see attached diagram of where the parking and handicapped parking will be located.

Sincerely,

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end.

Marcy Farrow

Extendicare Tri Town

Administrator

APPROXIMATE LOCATION OF CATCH BASIN

320.00'

METAL ROOF OVER EXISTING - SEE DETAILS DWG # 0

NEW CATCH BASIN. CONNECT TO EXISTING 15" STORM SEWER ON STREET ACCORDING TO DWG'S OF HAILEYBURY SPECIFICATIONS. SEE MECHANICAL DRAWINGS.

other parking

EXISTING ROOF

EXISTING PATIO AREA

NEW ROOF + TRELLIS + ADDITION TO LOBBY AREA.

Handicap parking

EXISTING ONE STOREY BUILDING FIN. FLOOR ELEV 695.8

EXPANSION JOINT

ASPHALT PAVING N.I.C.

PLANTING AREA

EXISTING ROOM

METAL ROOF AS DETAILED ON DRAWING # 6 DETAIL 7

7'0" x 7'0" CONC. SPLASH PAD AT EXIST. ROOF

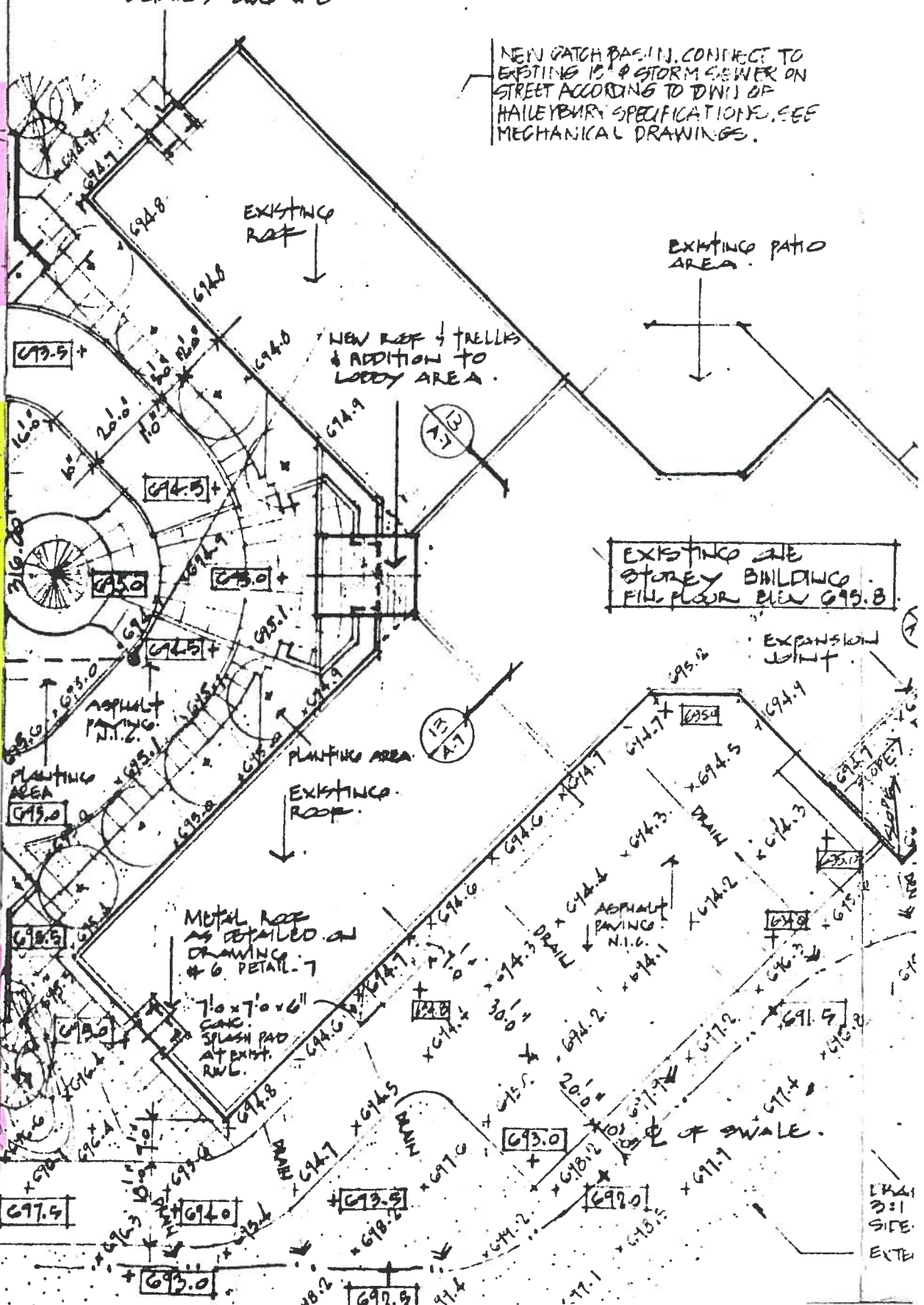
ASPHALT PAVING N.I.C.

15" Ø OF SWALE

other parking

1/4" = 1' SIDE EXTE

BRUCE ST





SEIZURE & BRAIN INJURY CENTRE

education • awareness • support

Enhancing lives...

Mayor Carman Kidd
Temiskamig Shores
325 Farr Avenue
Haileybury, ON POJ 1K0

RECEIVED

FEB 29 2016

February 22, 2016

Dear Mayor Kidd:

Re: Epilepsy Month – March

I am writing to you today on behalf of those in the Temiskaming Shores area affected by seizures (epilepsy). March is Epilepsy Awareness Month which is celebrated throughout Canada coast to coast. We are inviting Temiskaming Shores to help us participate in this unique event that is supported throughout the country.

We would also like to declare March Epilepsy Month in Temiskaming Shores area. The Centre will supply all staff and council members with a purple ribbon to wear during the week of March 26th. Of course we hope you will be encouraging all citizens to wear a lavender ribbon in support of epilepsy. Finally, we would like to ask if it would be possible to promote "*March 26th Purple Day for Epilepsy*" on any community owned billboards.

Please feel free to contact me at 264-2933 for further discussion. Thanking you ahead.

Yours sincerely,

Rhonda Latendresse
Executive Director
sabicrl@eastlink.ca

March 3, 2016

City of Temiskaming Shores

P.O. Box 2050
325 Farr Drive
Haileybury, Ontario
P0J 1K0

Attention: Mayor Carman Kidd

Re: Trial Community for Basic Income

Dear Carman:

I read with great interest the release of the liberal budget on Thursday and to my delight saw that there is mention of the provincial government's intent to trial a guaranteed or basic income in a community somewhere in Ontario over the next three years. I have no idea how they will select a community but if they are looking for volunteer communities, I think city council should look at this as an incredible opportunity to do something transformative for our low income constituents.

I am not sure if you are familiar with the theory behind basic income for low income households, but it essentially eliminates poverty by ensuring that each household has a minimum income (sometimes called "mincome") by providing supplementary income on a regular basis. This is not a new thought, it was trialed in Canada before (Dauphin Manitoba in the 70's was the test community) but for political reasons never took hold. In the Dauphin trial, Mincome showed great promise in improving many health outcomes including reducing hospital admissions (most notable mental health admissions), as well as increasing high school graduation levels and other significant benefits, at a relatively reasonable cost to the taxpayers.

I have long explained to people why I think this is the way we should be moving in Canada so I really was delighted to read that the Liberal government wants to try this again. I really do think they should consider this for Temiskaming Shores - the potential benefits are innumerable.

With that, if council would consider volunteering to take on a project like this, then I think we should contact the ministry right away (maybe through our MPP John Vanthof). I would be happy to be involved in writing a proposal or meeting with ministry representatives about why they should choose our community for this opportunity or in any other way that I might be of assistance.

Thank-you in advance for your consideration.

Stacy Desilets, MD CCFP
Program Director NOSM FM RoCS
Temiskaming Shores, Ontario
swoods@nosm.ca

NEOMA

NORTHEASTERN ONTARIO MUNICIPAL ASSOCIATION

220 Algonquin Blvd. East, TIMMINS, ON P4N 1B3

Counc. Michael Doody, President
(705) 363-7634
michael.doody@timmins.ca

Joe Torlone, Secretary-Treasurer
(705) 360-2601
joe.torlone@timmins.ca

March 7, 2016

Ministry of Natural Resources and Forestry
Policy Division
Crown Forests and Lands Policy Branch
Forest Legislation and Planning Section
70 Foster Drive, Suite 400
Sault Ste Marie, Ontario P6A6V5

ATTENTION: Craig Crosson, FOREST MANAGEMENT PLANNING SPECIALIST

Dear Mr. Crosson:

RE: Response to EBR Registry Number 012-5973

I am writing on behalf of the fifteen (15) municipalities which make up the Northeastern Ontario Municipal Association (NEOMA). NEOMA is asking **that all references to the Endangered Species Act (ESA) be removed from the Forest Management Planning Manual (FMPM) until a committee of stakeholders develops a comprehensive strategy.**

On January 8th, 2016 a 60-day regulation proposal notice was posted to the Environmental Registry entitled, "*Proposed Revisions to the Forest Management Planning Manual for Crown Forests in Ontario, Forest Information Manual and Forest Operations and Silviculture Manual*" (EBR Registry Number 012-5973). This post contains changes to the regulated Forest Management Planning Manual that demonstrate one of the biggest shifts in forest policy direction made in recent memory and comes at a time when the sector is just recovering from one of the worst sustained economic downturns ever experienced.

Most concerning are revisions that will insert Endangered Species Act (ESA) language within the Crown Forest Sustainability Act (CFSA). These changes send a clear message that the ESA will take primacy over the CFSA. This is in direct conflict with a

2007 commitment from the Ministry of Natural Resources that made these two acts equivalent.

Since 2007, government, municipalities and the forest sector have agreed that it is not possible to insert the requirements of the ESA requirements into the CFSA. The protection of an individual species at risk and its habitat at the expense of other forest management objectives would not be considered sustainable under the Crown Forest Sustainability Act. This is why after months of discussion and consultation and before passing the ESA, government made the following written commitment:

“Equivalency: If Bill 184 is passed by the Legislature, it is our intention to put forward a regulation that will exempt Forest management Plans (FMPs) from the prohibitions in dealing with species at risk. This regulation will be based on recognition of the efficacy of FMPs in addressing endangered and threatened species.” (Minister of Natural Resources, May 9, 2007)

The only way to provide for the sustainable management of Ontario’s Crown Forests, while protecting species at risk would be to declare these two pieces of legislation equivalent, under the provisions of Section 55 (1) b of the Endangered Species Act. This would allow for the ongoing protection of species at risk through the development of forest management plans.

In 2013, government made the following commitment:

“Forestry companies are required to develop forest management plans under the Crown Forest Sustainability Act. These plans include provisions for species at risk protection, which in some cases overlap with requirements under the ESA. MNR will establish a panel to review the linkages between the two acts, with members from Aboriginal communities, the forest industry, municipalities and environmental organizations.” (MNRF News Release, May 31, 2013)

This panel was never established and stakeholders were not consulted on the substantive and selective ESA revisions that are now being proposed. Until a panel of affected stakeholders is organized to develop a comprehensive strategy that addresses the linkages between the two Acts and provides pragmatic revisions, we request that all “Section 18 Overall Benefit” and associated ESA language be removed from the proposed FMPM revisions.

The proposed changes to the Forest Management Planning Manual (FMPM) have the potential to negatively impact the forest sector and the northern and rural communities that rely on it.

We are asking government not to proceed with this initiative given the potentially grave impacts to the forest sector, the complete absence of consultation with affected communities, and the lack of a comprehensive strategy. Furthermore, at this stage it is

difficult to provide feedback on something that is being presented as only an option (the Section 18 Overall Benefit Instrument) without other options being presented.

The Province of Ontario is launching the Red Tape Challenge this spring – an online consultation tool designed to identify and eliminate duplication, lessen compliance burdens, shorten response times and make it easier for businesses to interact with the government. If this proposed language in the FMPM is approved, the forest sector will be required to operate under the requirements of two separate acts. This will create more duplication, increase compliance burden, increase delays, and add more complexity and uncertainty.

We want to reiterate: without knowing what the comprehensive strategy of the ESA and CFSA is, we cannot support these proposed changes in the Environmental Registry.

Ontario's forests are thriving and we are counting on the forest sector to grow with a strengthening economy. By harvesting less than one percent of Ontario's forests, the sector supports 170,000 direct and indirect jobs. We remain concerned that these jobs will be put in jeopardy and expect the government to take action on this within a reasonable timeline and look forward to your response.

Sincerely,

A handwritten signature in black ink that reads "Michael Doody". The signature is written in a cursive style with a large, stylized initial "M".

Councillor Michael Doody
President, NEOMA

cc. NEOMA Municipalities
Minister Bill Mauro, MNRF



**THE CORPORATION OF THE CITY OF TEMISKAMING SHORES
ACCESSIBILITY ADVISORY COMMITTEE REGULAR MEETING**

Wednesday, January 20, 2016 – 10:30 AM

Timiskaming Health Unit

Vision Statement: All people of the City of Temiskaming Shores shall live in dignity, with independence, inclusion and equal opportunity.

Mission Statement: To ensure through education, promotion, and advocacy, that all persons with disabilities can with dignity and independence have full, equal, inclusionary participation and opportunity within the boundaries of the City of Temiskaming Shores.

MINUTES

1. CALL TO ORDER

- Meeting called to order at 10:35 am

2. ROLL CALL

MEMBERS:

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Janice Labonte - Chair | <input type="checkbox"/> George Depencier | <input checked="" type="checkbox"/> Debbie Despres |
| <input checked="" type="checkbox"/> Carman Kidd (Mayor) | <input checked="" type="checkbox"/> Josette Cote | <input checked="" type="checkbox"/> Bob Hobbs |
| <input checked="" type="checkbox"/> Mike McArthur (Councillor) | <input checked="" type="checkbox"/> Walter Humeniuk | <input type="checkbox"/> Nicki Galley |

CITY STAFF:

- Christopher Oslund, City Manager
- Jennifer Pye, City Planner
- Mitch Lafreniere, Manager of Physical Assets

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

The following items were added under New Business:
10.4 Waste Collection Schedule

4. APPROVAL OF AGENDA

Moved by: Josette Cote

Seconded by: Walter Humeniuk

Be it resolved that:

The agenda for the January 20, 2016 TSAAC meeting be approved as amended.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST AND GENERAL NATURE

None

6. DELEGATION/PRESENTATION

None

7. BUSINESS ARISING FROM THE MINUTES

Josette inquired about the recommendation from the previous meeting regarding the audible pedestrian signals and Carman provided the Committee with an update in regards to the City's position on the recommendation.

Josette also inquired about budget items, the Forrest Willet presentation and the Designability presentation that was made. All of these items are on the current agenda for discussion

8. ADOPTION OF PREVIOUS MINUTES

Moved by: Carman Kidd

Seconded by: Mike McArthur

Be it resolved that:

The Minutes for the October 21, 2015 TSAAC meeting be approved as printed

CARRIED

9. UNFINISHED BUSINESS

9.1 Audible Pedestrian Signals Update – Verbal Update

Chris Oslund spoke to the Committee about the work that was being done from the City's standpoint in regards to the audible signals. Chris informed the Committee that the City is working with Miller Maintenance to resolve all issues, however, all the recommendations from the Committee cannot be addressed until such time there is a complete road reconstruction. The City will continue to work on the issues with volume levels.

9.2 2016 Approved Budget – Verbal Update

Chris Oslund informed the Committee that the 2016 Budget was approved on December 15, 2015. The approval for the funds required for the guest speaker, Forrest Willett was approved, as well as, \$10,000 in the Public Works budget for accessibility considerations such as signage and line painting.

9.3 DesignAbility – Verbal Review from Debbie Despres

Debbie Despres provided the Committee with a summary of the recent Designability presentation that was made in the Community. The event was not well attended, however, there were several other events happening at the same time in the area. The parties that did attend found the presentation and information to be of great value.

10. NEW BUSINESS

10.1 Site-Plan Control – Ecole St. Michel

Moved by: Josette Cote

Seconded by: Walter Humeniuk

Whereas TSAAC has reviewed the site plan drawings submitted by WSP Group on behalf of Conseil scolaire catholique de district des Grandes Rivières for the proposed addition at Ecole St. Michel;

Whereas TSAAC notes that the following information must be shown on the site plan drawings:

- Lot grading details;
- Lighting detail in the parking areas;

- Location, grading, and dimensions of the barrier free path of travel from accessible parking spaces to accessible entrance(s) including curb cut and curb ramp detail;
- Painted lines delineating the edges of walkways and ramps;
- Location and detail of accessible entrance doors and door openers.
- Location of Accessible bus drop off zone

Be it resolved that:

TSAAC requests to review the revised Site Plan drawings prior to their submission to Council for approval.

CARRIED

The Committee will await further detail from the developer.

10.2 Review of 2016 Capital Projects

Mitch Lafreniere provided a list of approved capital projects for 2016 in the City including:

- Flooring and retaining wall upgrades in the Haileybury Medical Centre
- Road reconstruction on Lakeshore from Cottage Road to Radley Hill Road

10.3 Committee Structure Discussion

Chris Oslund spoke to the Committee about proposed changes to the TSAAC Committee structure. With recent changes in staffing at City Hall, staff will be recommending amending the Terms of Reference in regards to meeting frequency.

Moved by: Bob Hobbs

Seconded by: Walter Humeniuk

Whereas TSAAC has agreed to undertake a pilot project to test the feasibility of meeting every second month on the third Wednesday and permitting special meetings as required.

CARRIED

10.4 Waste Collection Schedule

Josette Cote brought forward a concern regarding the recent Waste Collection schedule. The schedule that was mailed out to the ratepayers was only in English. Chris Oslund stated that he will follow up with City staff, however, residents should be contacting City Hall for such request.

11. SCHEDULING OF MEETINGS – Third Wednesday of each month

Moved by: Janice Labonte
Seconded by: Josette Cote

Be it resolved that:
The next regular TSAAC meeting is to be held on February 17, 2016 at 10:30 a.m. at the Timiskaming Health Unit.

CARRIED

12. ITEMS FOR FUTURE MEETINGS

- St. Michel Site Plan
- Forrest Willett Update

11. ADJOURNMENT

Moved by: Walter Humeniuk
Seconded by: Janice Labonte

Be it resolved that:

TSAAC adjourns at 12:10 PM

CARRIED



**THE CORPORATION OF THE CITY OF TEMISKAMING SHORES
ACCESSIBILITY ADVISORY COMMITTEE REGULAR MEETING**

Wednesday, February 17, 2016 – 10:30 AM

Timiskaming Health Unit

Vision Statement: All people of the City of Temiskaming Shores shall live in dignity, with independence, inclusion and equal opportunity.

Mission Statement: To ensure through education, promotion, and advocacy, that all persons with disabilities can with dignity and independence have full, equal, inclusionary participation and opportunity within the boundaries of the City of Temiskaming Shores.

MINUTES

1. CALL TO ORDER

- Meeting called to order at 10:45 am

2. ROLL CALL

MEMBERS:

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Janice Labonte - Chair | <input checked="" type="checkbox"/> George Depencier | <input checked="" type="checkbox"/> Debbie Despres |
| <input type="checkbox"/> Carman Kidd (Mayor) | <input checked="" type="checkbox"/> Josette Cote | <input type="checkbox"/> Bob Hobbs |
| <input type="checkbox"/> Mike McArthur (Councillor) | <input type="checkbox"/> Walter Humeniuk | <input checked="" type="checkbox"/> Nicki Galley |

CITY STAFF:

- Christopher Oslund, City Manager
- Jennifer Pye, City Planner

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

The following items were added under New Business:

- 9.3 Audible Pedestrian Signals
- 10.1 Festival Fraco-Fun
- 10.2 Responding to Meeting Notifications

4. APPROVAL OF AGENDA

Moved by: Josette Cote

Seconded by: Nicki Galley

Be it resolved that:

The agenda for the February 17, 2016 TSAAC meeting be approved as amended.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST AND GENERAL NATURE

None

6. DELEGATION/PRESENTATION

None

7. BUSINESS ARISING FROM THE MINUTES

Josette stated that the wording of the resolution under item 10.3, Committee Structure Discussion, needs to be changed as the Committee is not amending the Terms of Reference at this point; the change in meeting schedule is just a pilot project.

8. ADOPTION OF PREVIOUS MINUTES

Moved by: Debbie Despres

Seconded by: Janice Labonte

Be it resolved that:

The Minutes for the January 20, 2016 TSAAC meeting be approved as amended.

CARRIED

9. UNFINISHED BUSINESS

9.1 Site Plan Control – École St-Michel

Jennifer Pye reviewed the revised site plan for the proposed addition and site work at École St-Michel with the Committee. The Committee requested further information about the surfacing and accessibility of the play areas, play structures, and pathways.

Moved by: Janice Labonte

Seconded by: George Depencier

Whereas TSAAC has reviewed the site plan drawings submitted by WSP Group on behalf of Conseil scolaire catholique de district des Grandes Rivières for the proposed addition at École St-Michel;

Whereas TSAAC is pleased with the accessibility features of the site plan and recommends that Council ensure that these features are included in the Site Plan Control Agreement between the landowner and the City;

Whereas TSAAC also requests further information on the surfacing of the plan structures and pathways and recommends the inclusion of accessible surfacing and structures.

CARRIED

9.2 Update on Forrest Willett Sponsorship

Debbie Despres informed the Committee that funding has been completed for the Forrest Willett event. The event will be held May 18, 2016 at Riverside Place with a session from 1:00pm – 3:00pm and another from 6:00pm – 8:00pm.

9.3 Audible Pedestrian Signals

Josette went on a walk in downtown New Liskeard with Cynthia Barty from CNIB in January and provided the Committee with an assessment of their observations specifically related to the audible pedestrian signals:

- Pole beacons weren't loud enough;
- Large snow pile located close to the pole on the southwest corner of Paget Street and Whitewood Avenue (in front of Mac's) muffles the beacon;
- Heavy traffic at the time of day they did their walk and the beacons were not any louder;
- No audible beacon for the button to cross south to north on the west side of the Paget Street and Whitewood Avenue intersection (crossing from Mac's to the post office);

- Snow was blocking the pole at the northeast corner of Whitewood Avenue and Armstrong Street (Royal Bank).

Josette requested to be included in the group that does the next inspection with Miller Maintenance, and would like Cynthia Barty (CNIB) to be included as well.

10. NEW BUSINESS

10.1 Festival Franco-Fun

Josette informed the Committee that the Festival Franco-Fun is being held again this year. The event is for persons ages 55 and over and is being held April 28, 2016 from 10am until 3pm. She has spoken to James Franks, Economic Development Officer, who indicated he would attend but would need someone who speaks French to help him.

10.2 Responding to Meeting Notifications

Josette stated that Committee members need to respond to the person sending out the meeting packages to let them know who will be attending the meeting and who is unavailable to ensure quorum. The meeting notifications could be sent as a meeting request in Outlook so members can either accept or decline.

11. SCHEDULING OF MEETINGS – Third Wednesday of each month

Moved by: Josette Cote

Seconded by: Debbie Depres

Be it resolved that:

The next regular TSAAC meeting is to be held on April 20, 2016 at 10:30 a.m. at the Timiskaming Health Unit.

CARRIED

12. ITEMS FOR FUTURE MEETINGS

- Accessibility Awareness Walk
- Forrest Willett Update
- Stop-gap Accessible Ramp Project
- Festival Franco-Fun

11. ADJOURNMENT

Moved by: George Depencier

Be it resolved that:
TSAAC adjourns at 11:50 PM

CARRIED

DRAFT

1.0 CALL TO ORDER

The meeting was called to order at 3:05 pm.

2.0 ROLL CALL

Present:	Mayor Carman Kidd; Councillor Doug Jelly; Councillor Danny Whalen
Regrets:	None
Also Present:	Christopher Oslund, City Manager; Mitch Lafreniere, Manager of Physical Assets; Rebecca Hunt, CEO Libraries, Donald Bisson, Chair, Library Board; Roger Oblin, Member, Library Board; Robert Dodge, Member, Library Board; Airianna Misener, Executive Assistant

3.0 REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- **Add: Under New Business 8.0**
8.1 Update on Canada 150
8.3 Community Hub

4.0 ADOPTION OF AGENDA

Recommendation LB-2016-001

Moved by: Robert Dodge

Be it recommended that:

The Library Building Committee agenda for February 25, 2016 be adopted as printed.

Carried

5.0 ADOPTION OF MINUTES

Recommendation LB-2016-002

Moved by: Roger Oblin

Be it recommended that:

The Library building Committee minutes of November 12, 2015 be adopted as printed.

Carried

6.0 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- None

7.0 DELEGATIONS/PUBLIC PRESENTATIONS

- None

8.0 NEW BUSINESS

8.1. Update on Canada 150

Discussion:

Christopher Oslund updated the committee that an email was received regarding the Canada 150 funding program. The email advised the City that: due to number of applications received, they are decreasing the amount of funding in which the federal government will contribute. The maximum contribution amount would be set at \$100,000.

The committee suggests that the City move forward with the grant proposal basis on the federal government's contribution of \$100,000. However, the scope of work would need to change. The funding would assist with the New Liskeard Library upgrades/repairs.

8.2. Status update on the New Liskeard Library

Discussion:

Recommendation LB-2016-003

Moved by: Councillor Doug Jelly

The Library Building Committee hereby recommends that staff proceed with the request for an RFP to get the engineering design and cost estimate, to stabilize the New Liskeard Library building.

CARRIED

8.3. Community Hub

Discussion:

Christopher Oslund informed the group that District School Board Ontario North East has recently approach the City of Temiskaming Shores to discuss the City's interest, in a community hub project. Mayor Carman Kidd and Councillor Doug Jelly have met with the school board and provided DSB1 with a letter of support regarding potential future partnerships on a public library within the new "super school".

The school board will make a decision on March 31st, if they plan to go ahead with the application for new construction.

9.0 ADMINISTRATIVE REPORTS

- None

10.0 CLOSED SESSION

- None

11.0 NEXT MEETING

The Committee will meet quarterly or as required.

12.0 ADJOURNMENT

Recommendation LB-2016-004

Moved by: Roger Oblin

Be it recommended that:

The New Liskeard Library Building Maintenance Committee, be hereby adjourned at 3:58 p.m.

Carried

DRAFT



MINUTES

Timiskaming Health Unit Board of Health

Regular Meeting held on January 27, 2016 at 6:30 P.M.

Kirkland Lake – Timiskaming Health Unit Boardroom

1. The meeting was called to order at 6:30 p.m.

2. **ROLL CALL**

Board of Health Members

Carman Kidd	Chair, Municipal Appointee for Temiskaming Shores
Tony Antoniazzi	Vice-Chair, Municipal Appointee for Town of Kirkland Lake
Mike McArthur	Municipal Appointee for Temiskaming Shores
Jesse Foley	Municipal Appointee for Temiskaming Shores
Jean-Guy Chamailard	Municipal Appointee for Town of Kirkland Lake
Sue Cote	Municipal Appointee for Town of Cobalt, Town of Latchford, Municipality of Temagami, and Township of Coleman
Merrill Bond	Municipal Appointee for Township of Chamberlain, Charlton, Evanturel, Hilliard, Dack & Town of Englehart
Audrey Lacarte	Municipal Appointee for Township of Brethour, Harris, Harley & Casey, Village of Thornloe
Maria Overton	Provincial Appointee (<i>Teleconference</i>)

Regrets

Vacant	Municipal Appointee for Township of Larder Lake, McGarry & Gauthier
Kimberly Gauthier	Municipal Appointee for Township of Armstrong, Hudson, James, Kerns & Matachewan
Sherri Louttit	Provincial Appointee

Timiskaming Health Unit Staff Members

Dr. Marlene Spruyt	Medical Officer of Health/Chief Executive Officer
Randy Winters	Manager of Corporate Services
Rachelle Leveille	Executive Assistant

3. **ELECTIONS OF OFFICERS/APPOINTMENT OF SUB-COMMITTEES**

Nominations were opened by Dr. Marlene Spruyt.

a. **ELECTION OF CHAIRPERSON**

MOTION #1R-2016

Moved by: Merrill Bond

Seconded by: Tony Antoniazzi

That the Board of Health approves the appointment of Carman Kidd as Chairperson for the Timiskaming Board of Health for year 2016.

CARRIED

b. **ELECTION OF VICE-CHAIR**

MOTION #2R-2016

Moved by: Mike McArthur

Seconded by: Carman Kidd

That the Board of Health approves the appointment of Tony Antoniazzi as Vice-Chair for the Timiskaming Board of Health for year 2016.

CARRIED

c. **APPOINTMENT OF AUDITORS**

MOTION #3R-2016

Moved by: Audrey Lacarte

Seconded by: Jesse Foley

That the Board of Health approves the appointment of Kemp Elliott & Blair as auditors for the Timiskaming Health Unit for the calendar year of 2016.

CARRIED

d. **APPOINTMENT OF SIGNING OFFICERS**

MOTION #4R-2016

Moved by: Merrill Bond

Seconded by: Jean-Guy Chamailard

That the Board of Health approves the appointment of the following individuals for year 2016:

- Carman Kidd, Chair (*ex officio*)
- Mike McArthur
- Jesse Foley
- Tony Antoniazzi
- Dr. Marlene Spruyt, MOH/CEO
- Randy Winters, Manager of Corporate Services

CARRIED

e. **APPOINTMENT OF FINANCE/AUDIT SUB-COMMITTEE**

MOTION #5R-2016

Moved by: Merrill Bond

Seconded by: Sue Cote

That the Board of Health approves the appointment of the following individuals for year 2016:

- Carman Kidd, Chair (*ex officio*)
- Tony Antoniazzi
- Maria Overton
- Audrey Lacarte
- Dr. Marlene Spruyt, MOH/CEO
- Randy Winters, Manager of Corporate Services

CARRIED

f. **APPOINTMENT OF GRIEVANCE/PERSONNEL SUB-COMMITTEE**

MOTION #6R-2016

Moved by: Mike McArthur

Seconded by: Jean-Guy Chamailard

That the Board of Health approves the appointment of the following individuals for year 2016:

- Sherri Louttit
- Sue Cote
- Jesse Foley
- Tony Antoniazzi, Vice-Chair, *ex officio-to replace Chair due to Conflict of Interest*
- Dr. Marlene Spruyt, MOH/CEO
- Randy Winters, Manager of Corporate Services

CARRIED

g. **APPOINTMENT OF POLICY/PROCEDURE SUB-COMMITTEE**

MOTION #7R-2016

Moved by: Mike McArthur

Seconded by: Jesse Foley

That the Board of Health approves the appointment of the following individuals for year 2016:

- Carman Kidd, Chair (*ex officio*)
- Sue Cote
- Merrill Bond
- Dr. Marlene Spruyt, MOH/CEO
- Rachelle Leveille, Executive Assistant

CARRIED

4. **APPROVAL OF AGENDA**

MOTION #8R-2016

Moved by: Audrey Lacarte

Seconded by: Jesse Foley

Be it resolved that the Board of Health adopts the agenda for its regular meeting held on January 27, 2016, as presented.

CARRIED

5. **DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE**

None.

6. **APPROVAL OF MINUTES**

MOTION #9R-2016

Moved by: Merrill Bond

Seconded by: Sue Cote

Be it resolved that the Board of Health approves the minutes of its regular meeting held on December 9, 2015, as presented.

CARRIED

7. **BUSINESS ARISING**

None

8. **2016 PUBLIC HEALTH/RELATED PROGRAMS BUDGET**

MOTION #10R-2016

Moved by: Sue Cote

Seconded by: Merrill Bond

Be it resolved that the Board of Health approves the 2016 Public Health & Related Programs Budget Proposal as presented.

CARRIED

Note: The final draft budget is due to the Ministry at the end of February 2016. Still awaiting on the assigned budget for the new integrated dental program, if different than last year, the Board will be informed of the revised amount. Negotiations for a new Collective Agreement are also underway for year 2016.

9. **REPORT OF THE MEDICAL OFFICER OF HEALTH/CHIEF EXECUTIVE OFFICER**

MOTION #11R-2016

Moved by: Mike McArthur

Seconded by: Audrey Lacarte

Be it resolved that the Board of Health accepts the report of the Medical Officer of Health/Chief Executive Officer as distributed.

CARRIED

10. MANAGEMENT REPORTS

The 2015 Q4 Board Report and Staff List was reviewed by the Board for information.

11. NEW BUSINESS**a. #01-2016-SUPPORT FOR SMOKE-FREE MULTI-UNIT HOUSING
MOTION #12R-2016**

Moved by: Tony Antoniazzi

Seconded by: Sue Cote

That the Board of Health approves the resolution #01-2016 as presented.

CARRIED

12. CORRESPONDENCE**MOTION #13R-2016**

Moved by: Sue Cote

Seconded by: Merrill Bond

The Board of Health acknowledges receipt of the correspondence for information purposes;

- Sudbury & District Health Unit
 - Resolution #49-15, to endorse the correspondence and resolution from ALPHa concerning the public health funding formula and to call the MOHLTC to increase investments in public health.
 - Resolution #54-15, to support a public health approach to the forthcoming cannabis legalization including strict health-focused regulations to reduce the health and social harms associated with cannabis.
 - Resolution #55-15, to support the Northwestern Health Unit on smoke-free multi-unit housing to reduce the exposure of second-hand smoke.
- Algoma Health Unit

Resolution #2015-161, to endorse the correspondence and resolution from ALPHa concerning the public health funding formula and to call the MOHLTC to increase investments in public health.
- Leeds, Grenville & Lanark District HU

Letter to Ministries to express support for a joint federal-provincial investigation into a basic income guarantee for Ontarians and all Canadians.
- Elgin St. Thomas Public Health

Letter to MOHLTC, to endorse the correspondence and resolution from ALPHa concerning the public health funding formula.
- Huron County Health Unit

Letter to the Minister of Community and Social Services to express concerns with the 2015 Nutritious Food Basket Costing and the urgent need to address the financial barriers that people with low income experience in accessing nutritious food.
- North Bay Parry Sound District Health Unit

Resolution #2015-11-04, to endorse the actions and policies to reduce the exposure of second-hand smoke in multi-unit housing.

CARRIED

Maria Overton disconnected from the teleconference line at 7:37 p.m.

13. **IN-CAMERA**

MOTION #14R-2016

Moved by: Mike McArthur

Seconded by: Jesse Foley

Be it resolved that the Board of Health agrees to move in-camera at 7:38 p.m. to discuss the following matters under section 239 (2):

- a. In-Camera Minutes (December 9, 2015)
- b. THU Property
- c. Identifiable Individuals

CARRIED

14. **RISE AND REPORT**

MOTION #15R-2016

Moved by: Mike McArthur

Seconded by: Audrey Lacarte

Be it resolved that the Board of Health agrees to rise with report at 8:10 p.m.

In-Camera Minutes

MOTION #16R-2016

Moved by: Merrill Bond

Seconded by: Jean-Guy Chamaillard

Be it resolved that the Board of Health approves the in-camera minutes of meeting held on December 9, 2015 as presented.

CARRIED

15. **DATES OF NEXT MEETINGS**

The next Board of Health meeting will be held on March 2, 2016 at 6:30 p.m. in New Liskeard.

16. **ADJOURNMENT**

MOTION #17R-2016

Moved by: Tony Antoniazzi

Seconded by: Mike McArthur

Be it resolved that the Board of Health agrees to adjourn the regular meeting at 8:13 p.m.

CARRIED

1. CALL TO ORDER

Meeting called to order at 1:30 PM

2. ROLL CALL

- | | |
|--|--|
| <input checked="" type="checkbox"/> Mayor Carman Kidd | <input type="checkbox"/> Jennifer Pye, Planner |
| <input checked="" type="checkbox"/> Councillor Mike McArthur | <input checked="" type="checkbox"/> Tim Uttley, Fire Chief |
| <input checked="" type="checkbox"/> Councillor Doug Jelly | <input checked="" type="checkbox"/> Kelly Conlin, Director of Corporate Services (A) |
| <input checked="" type="checkbox"/> Chris Oslund, City Manager | <input checked="" type="checkbox"/> Airianna Misener, Executive Assistant |

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- Addition under Fire and Emergency Services: c) Master Fire Plan Committee

4. APPROVAL OF AGENDA

Recommendation PPP-2016-012

Moved by: Councillor Mike McArthur

Be it recommended that:

The Protection to Persons and Property Committee agenda for the February 19, 2016 meeting be approved as amended.

CARRIED

5. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- None

6. REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation PPP-2016-013

Moved by: Mayor Carmen Kidd

Be it recommended that:

The Protection to Persons and Property Committee minutes of the January 22, 2016 meeting be adopted as presented.

CARRIED

7. DELEGATIONS

- None

8. FIRE AND EMERGENCY SERVICES

a) Monthly Report – Verbal update

Tim Uttley provided the Committee with an overview of the monthly report, highlighting the year to date fire calls, fire safety inspections, training sessions, conferences, meeting and events that were attended in January. Tim further noted a resignation of one member stationed at the Dymond fire hall. Currently the department is interviewing one candidate and a recommendation for appointment is anticipated to be presented to Council at the March 16, 2016 Council Meeting.

As of January 19th, 2016 the department received notification from the OPP that they would no longer be able to provide accident reports to fire departments, and that departments would now have to register with the MTO to directly obtain these reports. Chris Oslund and Tim Uttley are currently working on establishing systems to obtain accident reports involving incidents on municipal road ways.

Tim further reported of a recent fire call which resulted in the OFM being called in. However, all reported ok and no unsuspecting act was involved.

b) Recruitment and Retention Program

Tim Uttley presented the committee with a Draft copy of the Recruitment and Retention program. The committee reviewed and discussed changes in the program. The final copy will be presented to council at the next regular meeting on March 15th.

c) Master Fire Plan Committee

The committee will meet in late March to review the Master fire plan. Councillor Danny Whalen will replace Councillor Mike McArthur on the committee on an ad hoc/temporary basis for the purpose of reviewing the Haileybury Fire Station Building Condition Report in order to have both the PPP Committee and Building Maintenance Committee represented at the one meeting. Councillor McArthur was in favour of this arrangement.

9. PLANNING

a) MMAH Training

A training session was held by the Municipal Affairs and Housing yesterday. Members of City hall attended the training opportunity and the City planner was presented with an approval stamp.

10. CLOSED SESSION

Recommendation PPP-2016-014

Moved by: Councillor Mike McArthur

Be it recommended that:

The Protection to Persons and Property Committee convene into Closed Session at 2:08 PM to discuss a personnel matter about an identifiable individual, including municipal or local board employees as per section 239 (2) b) of the Municipal Act.

Carried.

Recommendation PPP-2016-015

Moved by: Councillor Mike McArthur

Be it recommended that:

The Protection to Persons and Property Committee rise with report at 2:47 PM

The committee provided direction to staff.

Carried.

11. SCHEDULE OF MEETINGS

The next Protection to Persons and Property Committee meeting is scheduled for March 10 starting at 1:30 PM.

12. ADJOURNMENT

Recommendation PPP-2016-016

Moved by: Mayor Carmen Kidd

Be it recommended that:

The Protection to Persons and Property Committee meeting is adjourned at 2:51 p.m.

CARRIED

CALL TO ORDER

Meeting called to order at 2:02 p.m.

1. ROLL CALL

PRESENT:	Mayor Carman Kidd; Councillor Jeff Laferriere; Councillor Danny Whalen; Christopher Oslund, City Manager; Kelly Conlin, Director of Corporate Services (A); Dave Treen, Clerk; Laura Lee Macleod, Treasurer; Airianna Misener, Executive Assistant
REGRETS:	
OTHERS PRESENT:	Doug Walsh, Director of Public Works; Steve Burnett, Technical and Environmental Compliance Coordinator

2. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- New Business: Strategic Planning Session

3. APPROVAL OF AGENDA

Recommendation CS-2016-001

Moved by: Mayor Carman Kidd

Be it resolved that the Corporate Services Committee agenda for the March 3, 2016 meeting be approved as amended.

CARRIED

4. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- None

5. DELEGATIONS/PRESENTATIONS

- None

6. NEW BUSINESS

7.1 Business Licensing

Discussion:

Dave Treen presented the Committee with a draft of the 2016 Business Licensing Policy. Dave asked the Committee to review the draft package and provide him with feedback. Dave will work on finalizing the policy and develop an application form with staff. The Committee provided direction to go forward with the policy. The final policy will be presented to Council in the coming months.

7.2 Water/Sewer rate review

Discussion:

The Committee reviewed the 2016 water and sewer rates and was presented with possible billing options. The group was presented with equalized billing as an option for commercial/industrial properties across Temiskaming Shores, as well as, the possibility of smart meter installation and billing methods for industrial, institutional and higher volume commercial consumers.

The Committee advised staff to proceed with a cost investigation on the different proposals and report back to the Committee.

7.3 By-law 2013-110 (Skate Sharpening Booth- NL Arena) – Payment terms

Discussion:

Laura Lee MacLeod will be presenting a memo to Council at a future meeting regarding the amendment to the payment terms for the Skate Sharpening Booth at the New Liskeard arena. This change will result in payment terms to be in line with other lease agreements.

7.4 By-law 2015-201 (Bucke Park Agreement) – Payment Terms

Discussion:

Laura Lee MacLeod will be presenting a memo to Council at a future meeting regarding an amendment to the Bucke Park payment terms from weekly to monthly payments. This change will result in payment terms to be in line with other lease agreements. Furthermore, the City will add an “Independent Contractor” clause to the other applicable agreements where the City is paying a third party contractor for services. This clause will accurately reflect the relationship between the City and the contractor.

7.5 Budget Reporting

Discussion:

Laura Lee Macleod informed the Committee that the final budget is expected to be presented by the first Council meeting in May. Laura further noted that budget reporting will commence on a monthly basis starting in April. The idea of establishing capital budget re-allocation guidelines was brought forward to the group for feedback.

Recommendation CS-2016-002

Moved by: Councillor Danny Whalen

Be it resolved that the Corporate Services Committee hereby recommends proceeding with the establishment of Capital Budget Re-allocation guideline which states that a Capital Project exceeding 10% or \$5,000 of its approved Capital Budget envelope be reviewed by Corporate Services prior to being submitted to Council for approval.

CARRIED

7.6 2015 Audit Update

Discussion:

The 2015 Audit is currently underway. Laura Lee explained that Hydro One is currently working on issuing one master bill for the municipality, and therefore, this is causing delays and issues with year-end reporting. A meeting will be scheduled with the Audit Committee as soon as it is required.

7. NEW BUSINESS

8.1 Strategic Planning

Discussion:

Christopher Oslund proposed scheduling a Saturday session with all Council members present for strategic planning for the current year, as well as, moving forward in the next 5 years. This will be a good opportunity to discuss/determine Council priorities. A date is yet to be determined.

8. CLOSED SESSION

Recommendation CS-2016-003

Moved by: Mayor Carman Kidd

Be it resolved that the Corporate Services Committee convene into Closed Session at 3:55 p.m. to discuss the security of the property of the municipality or local board under Section 239 (2) (a) of the Municipal Act, 2001.

Carried

Recommendation CS-2016-004

Moved by: Councillor Danny Whalen

Be it resolved that the Corporate Services Committee rise without report at 4:09 p.m.

Carried

9. SCHEDULE OF MEETINGS

- To be determined

10. ADJOURNMENT

Recommendation CS-2016-005

Moved by: Councillor Danny Whalen

Be it resolved that the Corporate Services Committee meeting is adjourned at 4:25 p.m.

CARRIED

COMMITTEE CHAIR

RECORDER



Memo

To: Mayor and Council
From: Timothy H. Uttley, Fire Chief/CEMC
Date: March 15, 2016
Subject: Amendment to By-law No. 2013-187 Fire Department Communication Systems Agreement
Attachments: Draft By-law and Amendments

Mayor and Council:

On November 19, 2013 Council passed By-law No. 2013-187 to enter into a Fire Department Communication Systems agreement with eight other municipalities for the joint use and maintenance of communications systems.

On August 20, 2015 the Fire Department Communications Steering Committee (FDCSC) met to review and discuss the current agreement. As a result of that review, a motion was presented and carried recommending a number of amendments be made. The amendments being proposed reflect a more current and fair cost sharing arrangement between the parties and also address a number of current changes with the use of the system. Specifically, Temiskaming Shores will now be charged one bill for the entire Department vs. each station being apportioned a share of the cost. This will result in an annual operational savings of approximately \$900.

As a result, these draft amendments are being forwarded to all Council's involved in the agreement for their review and consideration. It is recommended that Council direct staff to prepare the necessary By-law to amend By-law No. 2013-187 authorizing the proposed amendments as presented.

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Timothy H. Uttley
Fire Chief/CEMC

Christopher W. Oslund
City Manager

**The Corporation of the City of Temiskaming Shores
By-law No. 2016-000**

Being a by-law to amend By-law No. 2013-187 being a by-law to enter into a Fire Department Communications Systems Agreement between the City of Temiskaming Shores and the Townships of Armstrong, Casey, Coleman, Harley, Hudson and Kerns, the Towns of Cobalt and Latchford for the joint use and maintenance of Communication Systems

Whereas pursuant to Section 20 (1) of the Municipal Act S.O. 2001, c25, as amended, every municipality may enter into an agreement with one or more municipalities or local bodies, to provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

And whereas the Council of the Corporation of the City of Temiskaming Shores adopted By-law No. 2013-187 to authorize an agreement for the cost sharing sum for the joint operation and/or maintenance of a Communication System on November 19, 2013;

And whereas Council considered Memo No. 000-2016-PPP at the March 15, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2013-187 to pass housekeeping amendments as recommended by the Fire Department Communications Steering Committee as per their minutes of August 20, 2015 for consideration at the March 15, 2016 Regular Council meeting;

Now therefore the Council of the Corporation of the City of Temiskaming Shores enacts as follows:

1. That Schedule "A" to By-law No. 2013-187 is hereby amended by deleting Article 1.2 and replaced with the following:
 - 1.2 The parties wish to provide on a per fire department basis, a cost sharing sum for the joint operation and/or maintenance of the communication systems located at Dia Base Mountain, Cobalt (owned by Spectrum Communications), and Township of Armstrong Tower (owned by the Township of Armstrong), including the phone lines as outlined in Subsection 2.1 being used by either of the parties for its radio and paging communications of the respective fire departments.**
2. That Article 2.1 of Schedule "A" to By-law No. 2013-187 is hereby amended by deleting the bullet which reads as follows:
 - **Phone Line (Business) 705-647-6360**
3. That Article 2.2 of Schedule "A" to By-law No. 2013-187 is hereby amended by replacing the word "**Station**" in the fourth line with "**Fire Department**".

4. That Article 2.3 of Schedule "A" to By-law No. 2013-187 is hereby amended by replacing the word "**Station**" in the first line with "**Fire Department**".
5. That this by-law will come into force and effect on the day of its final passing.
6. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantical 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 15th, day of March, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

Subject: Volunteer Recruitment and Retention

Report No.: PPP-001-2016

Agenda Date: March 15, 2016

Attachments

Appendix 01 – Volunteer Recruitment & Retention Program

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PPP-001-2016;
2. That Council directs staff to prepare the necessary by-law to adopt a Volunteer Recruitment and Retention Program for consideration of 1st and 2nd Reading at the March 15, 2016 Regular Council meeting; and
3. That Council hereby agrees to repeal Resolution No. 2008-055 (Volunteer Firefighter Hiring and Promotional Policy) upon 3rd and Final Reading of the By-law to adopt a new Volunteer Firefighter Recruitment and Retention Program.

Background

In 2008 Council authorized a Volunteer Firefighter Hiring and Promotional Policy through Resolution No. 2008-055 which established the qualifications and criteria for the recruitment and appointment of Volunteer Firefighters and also for the promotion and advancement of Volunteer Firefighters within the Department. It was the intent at the time of passing of the policy, to develop a Volunteer Recruitment & Retention Program that would replace the Hiring and Promotional Policy.

Analysis

In 2008 the Fire Department implemented the Volunteer Firefighter Hiring and Promotional Policy. The main purpose of the policy was to:

- To establish the qualifications and criteria for the recruitment and appointment of Volunteer Firefighters to the Temiskaming Shores Fire Department; and
- To establish the qualifications and criteria for the promotion and advancement of Volunteer Firefighters of the Temiskaming Shores Fire Department.

Since that time the policy has assisted those interested in becoming a member of the department of the processes in place for appointment, and has ensured a fair and consistent system for the appointment and promotion of Volunteer Firefighters.

It has been identified however that the department needed to look beyond just recruitment, but also for the retention of our members as there are many factors that contribute to the success of recruiting and maintaining a solid Volunteer base. These include implementing organized marketing, recruitment, selection, hiring, training and retention initiatives.

The draft Volunteer Recruitment & Retention Program being presented to Council will assist the department with addressing the challenges of recruiting and retaining Volunteer Firefighters, and offer more comprehensive strategies and tools to help strengthen our fire department for the future.

It is recommended that Council repeal Resolution No. 2008-055 authorizing a Volunteer Firefighter Hiring and Promotional Policy and direct staff to prepare the necessary by-law to adopt a Volunteer Recruitment & Retention Program to replace the Volunteer Firefighter Hiring and Promotional Policy for consideration by Council for 1st and 2nd reading at the March 15, 2016 Regular Council meeting.

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 over and above the appointment of Volunteer Firefighters would include the provision of any identifying apparel (i.e. T-shirt) and any protective equipment as may be required, that would be drawn from the fire department's approved operational budgets. Other financial implications would include costs associated with WSIB coverages for Auxiliary Firefighters only estimated at \$900.00 per year for a full complement of 6 Auxiliary Firefighters.

Staffing implications associated with the Volunteer Recruitment & Retention Program are limited to normal administrative functions and duties.

Alternatives

No alternatives were considered in the preparation of the report.

Submission

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Timothy H. Uttley
Fire Chief

Christopher W. Oslund
City Manager

Appendix 01, not attached – Refer to By-law No. 2016-040

Subject: Appointment of Volunteer Firefighter Angela Labonté (Dymond Fire Station)	Report No.: PPP-002-2016
	Agenda Date: March 15, 2016

Attachments

None

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PPP-002-2016; and
2. That Council hereby appoints Angela Labonté as a Volunteer Firefighter to the Temiskaming Shores Fire Department in accordance with the *Volunteer Firefighter Hiring and Promotional Policy*.

Background

In an effort to fill a vacancy within the department at the Dymond Fire Station, and to help ensure adequate staffing levels are maintained, the Department is seeking to fill a vacant Volunteer Firefighter's position at the Dymond Fire Station.

Analysis

Section 4.02 of Schedule "A" to By-law 2008-030, 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 one of the vacancies at the Dymond Fire Station, an interview with the candidate was conducted by the Fire Chief and the Fire Department's Interview panel. Subsequently a recommendation from the Dymond Fire Station was provided to the Fire Chief requesting consideration of the appointment of Angela Labonté as a 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 her work related experience, and experience with the Elk Lake Fire Department make her an excellent candidate for the position she is being recommended for.

Based on the above, I am pleased to recommend Angela Labonté as a Volunteer Firefighter to the Temiskaming Shores Fire Department in accordance with the Volunteer Firefighter Hiring and Promotional Policy.

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 2016 Fire and Emergency Management 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 2016 and 2017 operational budgets.

Staffing implications associated with the proposed appointment are limited to normal administrative functions and duties, and the requirement to fill the vacant position at the Dymond Fire Station. 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:

- 21 members for the Dymond Station.
- 20 for the Haileybury Station, and
- 23 for the New Liskeard Station.

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Timothy H. Uttley
Fire Chief

Christopher W. Oslund
City Manager

Subject: Appointment of Volunteer Firefighter
Tom Tinney (Hlby Fire Station)

Report No.: PPP-003-2016
Agenda Date: March 15, 2016

Attachments

None

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PPP-003-2016; and
2. That Council hereby appoints Thomas Tinney as a Volunteer Firefighter to the Temiskaming Shores Fire Department in accordance with the *Volunteer Firefighter Hiring and Promotional Policy*.

Background

In an effort to fill a vacancy within the department at the Haileybury Fire Station, and to help ensure adequate staffing levels are maintained, the Department is seeking to fill a vacant Volunteer Firefighter's position at the Haileybury Fire Station.

Analysis

Section 4.02 of Schedule "A" to By-law 2008-030, 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 one of the vacancies at the Haileybury Fire Station, an interview with the candidate was conducted by the Fire Chief and the Fire Department's Interview panel. Subsequently a recommendation from the Haileybury Fire Station was provided to the Fire Chief requesting consideration of the appointment of Thomas Tinney as a 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 related experience, and previous 10 years' experience on the Temiskaming Shores Fire Department, make him an excellent candidate for the position he is being recommended for.

Based on the above, I am pleased to recommend Thomas Tinney as a Volunteer Firefighter to the Temiskaming Shores Fire Department in accordance with the Volunteer Firefighter Hiring and Promotional Policy.

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 2016 Fire and Emergency Management 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 2016 and 2017 operational budgets.

Staffing implications associated with the proposed appointment are limited to normal administrative functions and duties, and the requirement to fill a vacant position at the Haileybury Fire Station. 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:

- 21 members for the Dymond Station with one member on leave of absence.
- 20 for the Haileybury Station, and
- 23 for the New Liskeard Station.

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and submitted for
Council’s consideration by:

“Original signed by”

“Original signed by”

Timothy H. Uttley
Fire Chief

Christopher W. Oslund
City Manager

Memo

To: Mayor and Council
From: Steve Burnett, Technical and Environmental Compliance Coordinator
Date: March 15, 2016
Subject: Amendment to By-law No. 2015-096 – Product Care Association
Attachments: Appendix 01 - Amended Agreement - PCA

Mayor and Council:

At the Regular Meeting of Council held on May 5, 2015, Council approved entering into an agreement, through By-law No. 2015-096, with Product Care Association (PCA) for payment of paints collected at our annual Orange Drop event.

In 2015, Waste Diversion Ontario approved the PCA Industry Stewardship Plan (ISP) for the end-of-life management of pesticides, solvents and fertilizers. The effective date for this ISP is April 1, 2016.

The approved ISP results in the necessity to amend the current agreement between the City and Product Care Association to include payment associated with the collection of pesticides, solvents and fertilizers.

Appendix 01 – Amended Agreement - PCA outlines the changes and additions to the agreement with Product Care Association.

Prepared by:	Reviewed and approved by:	Reviewed and submitted for Council's consideration by:
“Original signed by”	“Original signed by”	“Original signed by”
<hr/> Steve Burnett Technical and Environmental Compliance Coordinator	<hr/> G. Douglas Walsh Director of Public Works	<hr/> Christopher W. Oslund City Manager

The Corporation of the City of Temiskaming Shores
By-law No. 2016-000

Being a by-law to amend By-law No. 2015-096 being a
by-law to enter into an Agreement with Product Care
Association and the City of Temiskaming Shores for
Phase 1 materials (paints and coatings) collected as part
of the Municipal Hazardous or Special Waste – Orange
Drop Collection Event

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 PCA and the City of Temiskaming Shores entered into an agreement concerning the provision of certain services by the City to PCA concerning Phase 1 materials, paints and coatings;

And whereas Council considered Memo No. 004-2016-PW at the March 15, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2015-096 to incorporate amendment agreement provided by Product Care to include payments associated with the collection of pesticides, solvents and fertilizers for consideration at the March 15, 2016 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 Schedule "A" to By-law No. 2015-096, as amended be hereby further 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 15th day of March, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law No. 2016-000

Amending Agreement between

The Corporation of the City of Temiskaming Shores

and

Product Care Association

**AMENDING AGREEMENT
PRODUCT CARE ASSOCIATION – MUNICIPAL
INDUSTRY STEWARDSHIP PLAN SERVICE AGREEMENT**

WHEREAS:

- A. Product Care Association of Canada and THE CORPORATION OF THE CITY OF TEMISKAMING SHORES (collectively, the “Parties”) entered into an agreement concerning Phase 1 material which is paints and coatings, and the containers in which they are contained dated June 30, 2015 (the “Agreement”);
- B. The parties wish to make certain amendments to the Agreement as set out herein.

THE PARTIES THEREFORE AGREE AS FOLLOWS:

- A. The Agreement is hereby amended effective April 1, 2016 as set out in Attachment 1 hereto.
- B. All other provisions of the Agreement remain un-amended and in full effect.

IN WITNESS WHEREOF the Parties have signed this AMENDING AGREEMENT as of April 1, 2016.

Product Care Association of Canada

by: _____
Name: Mark Kurschner
Title: President

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

by: _____
Name: Carman Kidd
Title: Mayor

by: _____
Name: David B. Treen
Title: Clerk

**ATTACHMENT 1 TO THE AMENDING AGREEMENT
PRODUCT CARE ASSOCIATION – MUNICIPAL
INDUSTRY STEWARDSHIP PLAN SERVICE AGREEMENT**

Preamble: The Parties agree that the preamble of the Agreement is deleted in its entirety and replaced with the following:

RECITALS:

- A. By letter received by Waste Diversion Ontario December 12, 2006, the Minister of the Environment for the Province of Ontario required Waste Diversion Ontario (“WDO”) to develop a waste diversion program for municipal hazardous or special waste (“MHSW”) and that Stewardship Ontario (“SO”) act as the Industry Funding Organization (“IFO”) for the program.
- B. SO, at the direction of and in cooperation with WDO, developed a municipal hazardous or special waste program plan for 9 materials (the Phase 1 materials), which was approved for implementation by the Minister of the Environment by letter dated February 19, 2008.
- C. SO and the Municipality are parties to an agreement as amended (the “SO Phase 1 Agreement”) concerning the provision of certain services by the Municipality to SO concerning the Phase 1 materials.
- D. On December 10, 2014 WDO approved PCA’s Industry Stewardship Plan for Paints and Coatings pursuant to the provisions of s. 34 of the *Waste Diversion Act, 2002*.
- E. On March 25, 2015, WDO designated June 30, 2015 as the effective date of the Paint ISP.
- F. On October 28, 2015 WDO approved PCA’s ISP for Pesticide, Solvent and Fertilizer pursuant to the provisions of s. 34 of the *Waste Diversion Act, 2002*.
- G. On December 17, 2015 WDO designated April 1, 2016 as the effective date of the Pesticide, Solvent and Fertilizer ISP.
- H. PCA and the Municipality wish to enter into an agreement concerning the provision of certain services by the Municipality to PCA concerning the Phase 1 materials which are paints and coatings, and pesticides, solvents and fertilizers and the containers in which they are contained as defined by the ISPs.

1.0 Definitions and Interpretation. The Parties agree that Section 1.0 of the Agreement is deleted in its entirety and replaced with the following:

- 1.1. Terms beginning with capital letters and used herein without definition shall have the meanings given to them in either the *Waste Diversion Act, 2002* (Ontario) or the *Municipal Act, 2001* (Ontario), as the case may be unless otherwise specified.
- 1.2. In this Agreement:

- (a) **“Agreement”** means this Agreement and includes all schedules and amendments thereto;
- (b) **“Business Day”** means Monday through Friday, excluding statutory holidays and any other day that the Government of Ontario has elected to be closed for business;
- (c) **“Claims Submission”** means submission to PCA of data required to validate claim for payment;
- (d) **“Collection Services”** means all the activities, including those conducted at Events and Depots operated by or on behalf of the Municipality, for the purpose of receiving, classifying, packing, storing and transferring ISP Materials onto transportation vehicles, including the manifesting of the MHSW prior to transportation away from the Event or Depot;
- (e) **“Commingled Materials”** means the ISP Materials listed in Schedule E that can be safely packed together for transportation as per the Packing Standards;
- (f) **“Current Price”** means the price for Post Collection Services for Commingled Materials in effect as of April 1, 2015 or subsequently approved by PCA;
- (g) **“Depot”** means a collection and transfer facility/location operated by or on behalf of the Municipality for receiving MHSW from the public and/or Exempt Small Quantity IC&I Generators and transferring same to transporters for processing or recycling;
- (h) **“Diversion Report”** means invoices, MHSW material tonnage reports, or other such documents as may reasonably be required by PCA from time to time for the validation of Claims Submissions;
- (i) **“End Processor”** means a Service Provider that processes collected ISP Materials;
- (j) **“Event”** means a one-day or other collection event, operated by or on behalf of the Municipality to collect, pack, transport, weigh, and process ISP Materials from the public and/or Exempt Small Quantity IC&I Generators;
- (k) **“Exempt Small Quantity IC&I Generator” or “Exempt SQG”** means a business that is not required to submit a Generator Registration Report with respect to MHSW under subsection 18 (1) of Regulation 347, made under the *Environmental Protection Act* (Ontario), as amended from time to time;
- (l) **“FOB”** means free on board;
- (m) **“Generator”** means the final user who generates waste which will be reused, recycled or disposed;
- (n) **“ISPs”** means the Paint ISP and the PSF ISP;
- (o) **“ISP Materials”** means paints and coatings, and PSF, and the containers in which

they are contained as defined in the ISPs;

- (p) **“ISP Services”** means the Collection Services and/or Post-Collection Services provided by the Service Provider for the ISP Materials;
- (q) **“ISP Effective Date”** means June 30, 2015 for the Paint ISP and April 1, 2016 for the PSF ISP;
- (r) **“Lab Pack Audit”** means a lab pack study conducted by a third party, with optional observation by no more than two representatives of the Member Associations at their discretion, that follows a methodology designed by SO with input from Member Associations to achieve a high level of statistical confidence, the results of which, after providing an opportunity for representatives of the Member Associations to review them in confidence, are used to determine the proportionate share of each Commingled Material to be paid by PCA as set out in this Agreement;
- (s) **“Manifesting”** means those activities associated with preparing a manifest for Post-Collection Services in accordance with Regulation 347 made under the *Environmental Protection Act* (Ontario);
- (t) **“Member Associations”** has the meaning set out in Section 4.3;
- (u) **“Minister”** means the Minister of the Environment and Climate Change for the Province of Ontario;
- (v) **“Non-Commingled Materials”** means the materials listed in Schedule E that must be packed separately for transportation as per the Packing Standards;
- (w) **“Obligated MHSW”** means MHSW designated as Phase 1 in the Minister’s program request letter to Waste Diversion Ontario received on October 25, 2010 requesting a revised waste diversion program for Phase 1 MHSW and as may be further defined by the Minister from time to time;
- (x) **“Packing Standards”** means the Waste Packing Protocols listed in Schedule “E” as amended by PCA from time to time;
- (y) **“PCA Portal”** means PCA’s online system for uploading Claims Submissions;
- (z) **“Paint Industry Stewardship Plan” or “Paint ISP”** means the PCA Paints and Coatings waste diversion program dated May 23, 2014 as it applies to Phase 1 materials approved by Waste Diversion Ontario on December 10, 2014 to commence on the ISP Effective Date, pursuant to section 34 of the *Waste Diversion Act, 2002* (Ontario), and any amendments thereto and replacements thereof;
- (aa) **“PSF”** means pesticides, solvents and fertilizers as defined in the PSF ISP;
- (bb) **“PSF Industry Stewardship Plan” or “PSF ISP”** means the PCA PSF waste diversion program dated May 15, 2015 for pesticides, solvents and fertilizers as it applies to Phase 1 materials approved by Waste Diversion Ontario on October 28,

2015 to commence on the ISP Effective Date, pursuant to section 34 of the *Waste Diversion Act, 2002* (Ontario), and any amendments thereto and replacements thereof;

- (cc) **“Post-Collection Services”** means the management of ISP Materials after delivery of such ISP Materials to a transportation Service Provider FOB the Event or Depot location, including but not limited to transportation of ISP Materials from Events and Depots, consolidation, sorting, weighing, processing, recycling, and safe disposal of residual waste and other post-collection waste management activities; and
- (dd) **“Service Provider”** means the Municipality and/or a commercial party that provides ISP Services to PCA or the Municipality as the case may be.

2.0 ISP Services. The Parties agree that Subsections 2.1 and 2.3 of the Agreement are deleted in their entirety and replaced with the following:

2.1. Schedule “A” to this Agreement sets out schematically three different service location types for the provision of ISP Services by the Municipality to PCA. These are as follows:

- (a) Depot
- (b) Event
- (c) Event (and transportation to Depot)

For the purpose of this Agreement, PCA and the Municipality have agreed that the service location types marked with an “X” below will be the ones under which the Municipality will provide ISP Services to PCA.

- Depot
- Event
- Event (and transportation to Depot)

2.3. The Parties recognize that there may be changes, including addition or removal of some materials, to the ISPs. In the event of such changes, either Party may request appropriate amendments to this Agreement to reflect those changes, and the Parties will negotiate same in good faith, failing which the matter will be resolved by arbitration in accordance with the provisions hereof.

3.0 Price and Payment. The Parties agree that Subsections 3.1 and 3.3 of the Agreement are deleted in their entirety and replaced with the following:

- 3.1. Price
 - (a) ISP Materials Services – Depot. As described in Schedule “A” hereto, PCA will

pay for ISP Services provided by the Municipality as of the respective ISP Effective Dates for the ISPs as follows:

- (i) PCA will pay the Municipality the hourly rate as set out in Schedule “C” for the Total Reimbursable Hours of Operation as specified in Schedule “B” for the Collection Services.
 - (ii) PCA will pay the Municipality PCA’s proportionate share (weight of ISP Materials as a proportion of total weight of transported MHSW) of the Post-Collection Services transportation costs for the Commingled Materials to a maximum of the Current Price as defined in Section 3.6 of this Agreement. The proportionate share will be based on the most recent Lab Pack Audit conducted by or on behalf of an authorized representative of PCA.
 - (iii) Post-Collection Services for Non-Commingled ISP Materials collected at Depots will be paid directly to Service Providers by PCA as part of the PCA Municipal Depot Transportation and Processing Incentive Program (“MDTPIP”)
- (b) ISP Materials Services - Event. As described in Schedule “A” hereto, PCA will pay for ISP Services provided by the Municipality as follows:
- (i) PCA will pay the Municipality an amount per tonne as set out in Schedule “C” for the Collection Services and Post-Collection Services for Events approved by PCA in accordance with Schedule “B”. The actual weight of the ISP Materials as determined by the Service Provider providing the Post-Collection Services will be used. PCA will pay the Municipality PCA’s proportionate share (weight of ISP Materials as a proportion of total weight of transported MHSW) for the Commingled Materials. The proportionate share will be based on the most recent Lab Pack Audit conducted by or on behalf of by an authorized representative of PCA.
- (c) ISP Materials Services – Event (and transportation to Depot). As described in Schedule “A” hereto, PCA will pay for ISP Services provided by the Municipality as follows:
- (i) PCA will pay the Municipality an amount per tonne as set out in Schedule “C” for the Collection Services and transportation of ISP Materials to a Depot for Events approved by PCA in accordance with Schedule “B”. The actual weight of the ISP Materials as determined by the Service Provider providing the Post-Collection Services will be used. PCA will pay the Municipality PCA’s proportionate share (weight of ISP Materials as a proportion of total weight of transported MHSW) for the Commingled Materials. The proportionate share will be based on the most recent Lab Pack Audit conducted by or on behalf of by an authorized representative of PCA.
 - (ii) PCA will pay the Municipality for Post-Collection Services (transportation from Depot and end processing) as set out in Section 3.1(a)

3.3. The Municipality will provide any additional back-up/supporting information reasonably requested by PCA to verify the accuracy of the Claims Submissions from time to time.

4.0 Term. The Parties agree that Subsection 4.1 of the Agreement is deleted in its entirety and replaced with the following:

4.1. The initial term of this Agreement will be for a period commencing on the ISP Effective Date for the Paint ISP and unless otherwise extended or terminated earlier in accordance with the provisions of this Agreement shall end on December 31, 2016.

5.0 Title and Compliance with Laws. The Parties agree that Subsections 5.1 and 5.2 of the Agreement are deleted in their entirety and replaced with the following:

5.1. Title to all ISP Materials collected by Municipality at Events and Depots will belong to PCA from the time of collection, and whether the ISP Materials is transported to the End Processor by the Municipality's Service Providers or PCA's Service Providers. Any contract entered into between Municipality and an End Processor for ISP Materials must provide that title transfers to the End Processor in accordance with the Processor Standards in Schedule "E", as amended from time to time. Notwithstanding the foregoing, if the Municipality operates a reuse program for any ISP Materials, title to the ISP Materials being reused shall transfer to Municipality one (1) second prior to being given to the person or entity requesting it for reuse purposes.

5.2. In performing the ISP Services hereunder, the Municipality represents and warrants that it will at all times, and will require its Service Providers to, have all Certificates of Approval/Environmental Compliance Approval and any other approvals required and that it will otherwise comply at all times and require its Service Providers to comply, with all applicable laws, regulations and requirements of any governmental authority having jurisdiction, including without limitation the Ontario Ministry of the Environment and Climate Change and the Ontario Ministry of Labour.

8.0 Indemnity and Insurance. The Parties agree that Subsection 8.1 of the Agreement is deleted in its entirety and replaced with the following:

8.1. Each party (the "Indemnifying Party") hereby indemnifies and saves harmless the other party (the "Indemnified Party") on its behalf and as trustee for, its respective council members, directors, officers, contractors, employees and agent, from and against any and all manner of actions or causes of actions, damages (but not including consequential damages), costs, loss or expenses of whatever kind (including related legal fees on a full indemnity basis) which the Indemnified Party, its council members, directors, officers, contractors, employees and agents may sustain, incur or be put to by reason of or directly or indirectly arising out of any breach of this Agreement by the Indemnifying Party or any willful misconduct or negligence of the Indemnifying Party or any person for whom the Indemnifying Party is, at law, responsible, in relation to matters arising out of this Agreement.

10.0 Notice. The Parties agree that Section 10.0 of the Agreement is deleted in its entirety and replaced with the following:.

Any notice, request, demand or other instrument or communication herein provide, permitted or required to be given by either PCA or the Municipality will be in writing and sufficiently given if delivered personally, by facsimile transmission or other electronic means of written communication tested prior to transmission to the extent such testing is available (unless otherwise expressly provided herein) or if sent by registered mail to the following respective address hereinafter set out, namely:

Notices to PCA will be delivered to:

President
Product Care Association of Canada
105 West 3rd Avenue
Vancouver BC V5Y1E6
Facsimile: 604-592-2982
Email: ontario@productcare.org

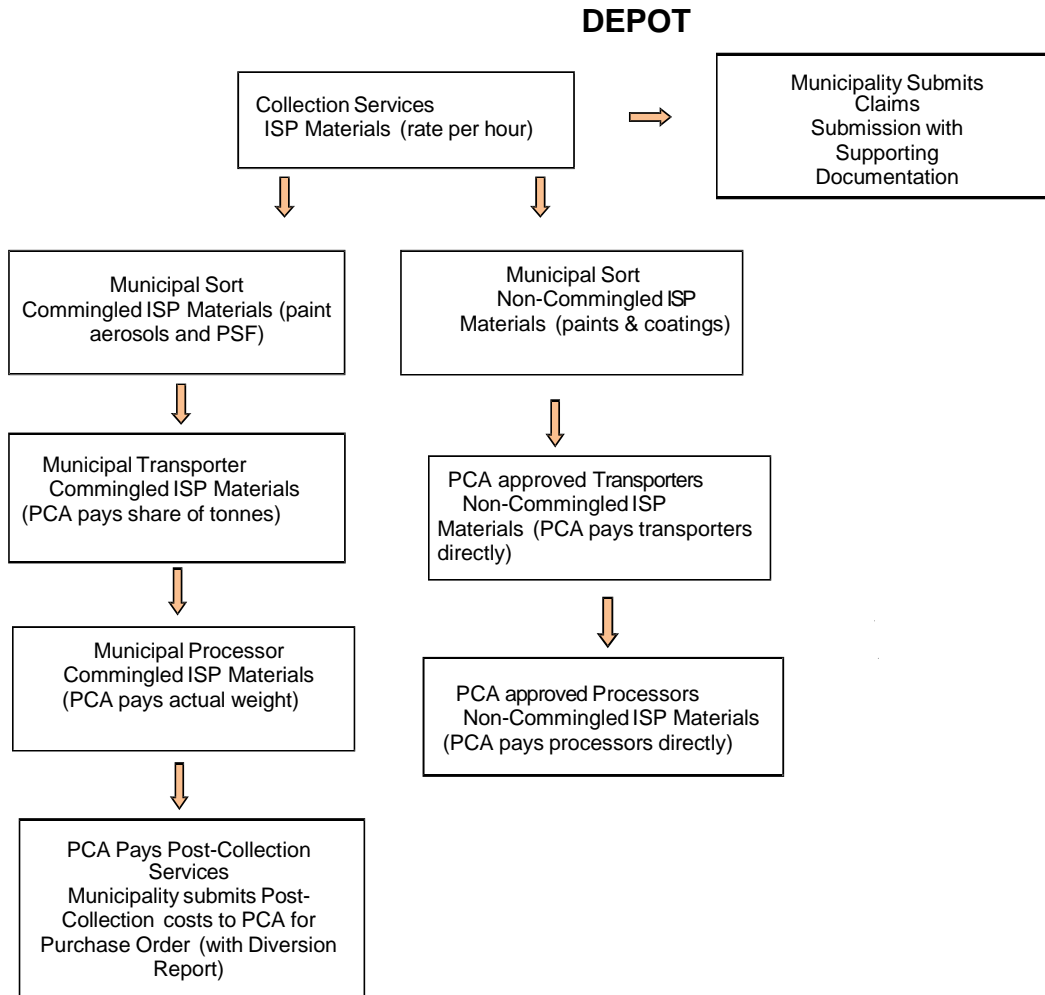
Notices to The Municipality will be delivered to:

Director of Public Works
THE CORPORATION OF THE CITY OF TEMISKAMING SHORES
325 Farr Drive
Haileybury, ON
P0J 1K0
Fax: (705) 672-2911
Email: dwalsh@temiskamingshores.ca

Any such notice if delivered personally, by facsimile transmission or by other electronic means will be conclusively deemed to have been given on the day of personal delivery, or facsimile transmission or electronic communication (and if after 5 p.m. E.T. the next following Business Day), or if mailed as aforesaid, will be conclusively deemed to have been received on the fifth (5th) business day following the day on which such notice is mailed as aforesaid (except during a postal strike in which case such notice shall be delivered via courier). Either party may, at any time, give written notice to the other of any change of address (postal and/or email) of the party giving such notice and from and after the giving of such notice the address therein specified shall (in the absence of knowledge to the contrary) be deemed to be the address of such party for the giving of notices thereafter.

29.0 Schedule “A”. The Parties agree that Schedule “A” of the Agreement is deleted in its entirety and replaced with the following:

SCHEDULE “A” – ISP SERVICES

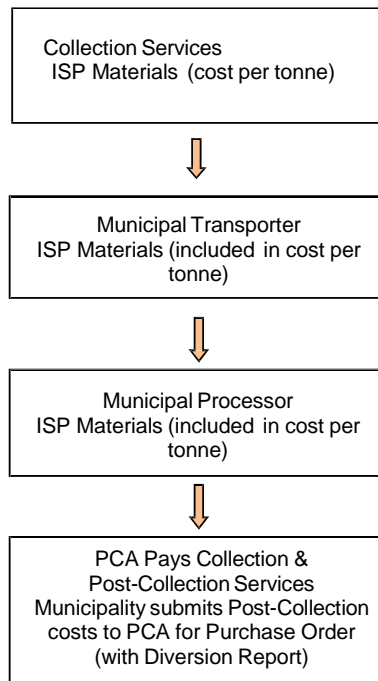


The Municipality or the Municipality’s Service Provider provides Depot Collection Services for ISP Materials. PCA pays the Municipality an hourly rate for the Collection Services.

Commingled ISP Materials may be packed in transportation containers with other non-Phase 1 ISP Materials at municipal Depots as per Packing Standards. For Commingled ISP Materials, the Municipality is to contract for transportation and processing of such Commingled ISP Materials and PCA will pay its proportionate share of the transportation (by weight as determined by Lab Pack Audit) and processing (by actual weight) costs for the ISP Materials.

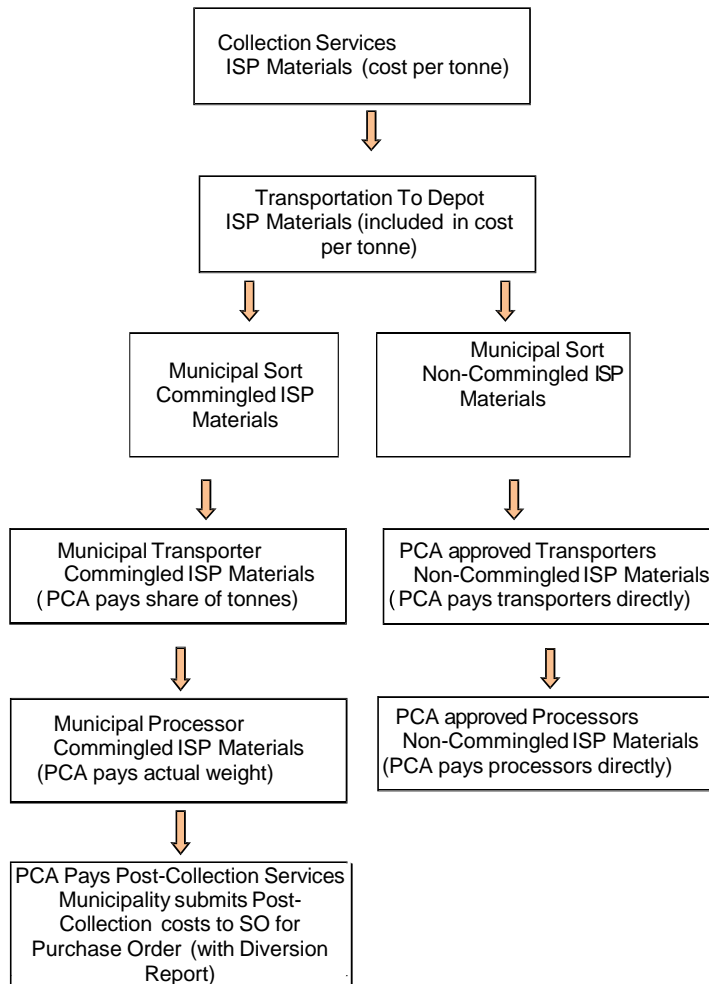
Non-Commingled ISP Materials are to be separately sorted by material as per Packing Standards by the Municipality at its Depots and made ready for pick-up by approved PCA transporters.

EVENT



The Municipality or the Municipality's Service Provider provides Event Collection Services for ISP Materials. The Municipality may combine Events with other activities, including collection of other Phase 1 and non-Phase 1 MHSW. PCA pays the Municipality a cost per tonne of ISP Materials as per Schedule "C" for the Collection and Post-Collection Services.

EVENT (and transportation to Depot)



The Municipality or the Municipality's Service Provider provides Event Collection Services for ISP Materials and transports the collected ISP Materials to a Depot. PCA pays the Municipality a cost per tonne.

Commingled ISP Materials may be commingled with other Phase 1 or non-Phase 1 MHSW materials at municipal Depots as per Packing Standards. For Commingled MHSW, the Municipality is to contract for transportation and processing of such Commingled MHSW and PCA will pay its proportionate share of the transportation (by weight as determined by Lab Pack Audit) and processing (by actual weight) costs for the Commingled ISP Materials.

Non-Commingled ISP Materials are to be separately sorted by material as per Packing Standards by the Municipality at its Depots and made ready for pick-up by an approved PCA transporter.

30.0 Schedule "C". The Parties agree that Schedule "C" of the Agreement is deleted in its entirety and replaced with the following:

SCHEDULE "C" – PAYMENT FOR COLLECTION SERVICES

PCA will pay the Municipality for ISP Materials Collection Services as follows:

For ISP Services – Depot, PCA will pay the Municipality the Hourly Rate (defined below) per hour plus applicable taxes for the Total Reimbursable Hours set out in Schedule "B", to be paid in twelve (12) equal monthly installments. For greater clarity, the monthly installment will be calculated as Total Reimbursable Hours divided by twelve (12) and multiplied by the Hourly Rate.

The "**Hourly Rate**" is the total of:

\$_0

For ISP Services – Event, PCA will pay the Municipality a rate of **\$ 2200.00** per tonne of ISP Materials plus applicable taxes.

For ISP Services – Event (and transportation to Depot), PCA will pay the Municipality a rate of **\$_0.00_** per tonne of ISP Materials plus applicable taxes.

INITIALLED BY MUNICIPALITY: _____

31.0 Schedule “E”. The Parties agree that Schedule “E” of the Agreement is deleted in its entirety and replaced with the following:

SCHEDULE “E” – PCA STANDARDS

Commingled Materials

- Aerosols, as defined under Paints & Coatings that are ISP Materials;
- Pesticides and containers in which they are contained that are ISP Materials;
- Solvents and containers in which they are contained that are ISP Materials; and
- Fertilizers and containers in which they are contained that are ISP Materials.

Non-Commingled Materials

- Paints and Coatings, and containers in which they are contained, that are ISP Materials;

The following are PCA’s ISP Materials Collection Site Standards applicable to this Agreement as of the date of this Agreement. PCA will provide advance notice of proposed revisions to these standards to the Municipality in accordance with this Agreement. Revisions to these standards will be posted on [//www.regeneration.ca/service-partner-support/ontario/](http://www.regeneration.ca/service-partner-support/ontario/)



ISP Materials Collection Site Standards

Effective: June 30, 2015

To the extent that there is any conflict between these Product Care Association ISP Materials Collection Site Standards and the requirements of applicable laws and regulations, the requirements of applicable laws and regulations apply. The collection site operator is required to comply with the requirements of the applicable laws and regulations. For greater certainty, in the event that the Product Care Association standards impose requirements that are more stringent or additional to the requirements of applicable laws and regulations but do not conflict with such laws and regulations, the collection site operator is required to comply with the PCA standards as well as with applicable laws and regulations

Background:

PCA operates the Industry Stewardship Plans (“ISPs”) to ensure certain hazardous and special wastes are collected and recycled or otherwise safely disposed of in an environmentally appropriate way.

Product Care Association was authorized by Waste Diversion Ontario to plan, implement and operate the ISPs for paints and coatings and PSF, and the containers in which they are contained as defined in the ISPs.

The ISPs, rules and material definition can all be viewed on the PCA website at <http://www.regeneration.ca//service-partner-support/ontario/>

Purpose:

The ISP Collection Site Standards define the minimum operating requirements to qualify as a Product Care Association collection site for ISP Materials. All locations wishing to act as a collection site on behalf of PCA must be approved by PCA.

The ISP Collection Site Standards do not absolve collection sites from any federal, provincial and/or municipal legislation and regulations applicable to their operation. It is the collection site's responsibility to be aware of, and abide by, all such legislation and regulations.

PCA reserves the right to review and revise these standards on an ongoing basis. The most current version will be posted on the PCA website. PCA will, as a courtesy, provide notification of changes to active collection sites for which it has current email addresses; however, it is the collection site's responsibility to regularly check the PCA website for revisions.

Who this applies to:

For the purposes of these standards, a *Collection Site Operator* means the operator of a location at which ISP Materials are received from the public and/or a small quantity or IC&I generator, or via the site's internal operations from which a transporter will pick up ISP Materials and transport it to an approved ISP Materials processor. These standards apply to the following two types of collection sites:

1. **Type 1 sites:** Sites that receive a wide range of MHSW, and
2. **Type 2 sites:** Sites that collect only: Paints and coatings;

Enforcement of these Standards:

Collection site operators shall:

- Provide PCA with all reasonable information relating to these standards or any matter that relates to the ISP or procedures of PCA;
- Acknowledge that PCA has a right of access to any and all such information during normal business hours and on 24 hours' notice.

Moreover, PCA may verify compliance information provided by collection site operators, either directly or through a third party acting on its behalf. Please note that all parties acting on behalf of PCA are bound by strict confidentiality agreements.

1. General Requirements

All ISP Materials collection site operators shall:

- 1.1 Possess a valid business licence if they are a commercial operation.
- 1.2 Either self-insure, or possess comprehensive or commercial general liability insurance, including coverage for bodily injury, property damage, complete

operations and contractual liability.

- 1.3 Identify and comply with all applicable legislation and approvals, including but not limited to:

Type 1 collection sites shall be:

- In possession of and in compliance with all terms in their MOECC Environmental Compliance Approval (ECA);
- Registered with the MOECC's Hazardous Waste Information Network (HWIN);
- In compliance with the Ontario *Environmental Protection Act, 1990* (including R.R.O. 1990, O. Reg. 347, General – Waste Management);
- In compliance with the federal *Transportation of Dangerous Goods Act* (TDGA);
- In compliance with applicable municipal zoning bylaws or other bylaws, such as fire codes, parking and hours of operation.

Type 2 collection sites shall be:

- In compliance with the Ontario *Environmental Protection Act, 1990* (including R.R.O. 1990, O. Reg. 347, General – Waste Management);
- In compliance with the federal *Transportation of Dangerous Goods Act* ;
- In compliance with applicable municipal zoning bylaws or other bylaws, such as fire codes, parking and hours of operation.

- 1.4 Maintain a documented process to identify, assess and ensure compliance with this standard and all applicable legislative and regulatory requirements, including but not limited to:

- Environmental regulations, including permits or certifications for operating, air emissions, or other discharges;
- Occupational health and safety regulations;
- Hazardous waste management regulations (storage, handling).

- 1.5 Implement and maintain an emergency response plan to prepare for and respond to emergency situations including fires, spills and medical events.

- 1.6 Maintain all records for a minimum of two years or longer as required by law, including manifests, bills of lading and waste records.

- 1.7 Provide notice to PCA of any fines or regulatory orders in the previous five years and, going forward, within 60 days of any new fine or regulatory order as it relates to the ISP.

2. Occupational Health and Safety

All collection site operators shall:

- 2.1 Identify and comply with all applicable health and safety legislation, including but not limited to:

- *Employment Standards Act, 2000*;
- *Occupational Health and Safety Act, 1990*;

- *Workplace Safety and Insurance Act, 1997;*
 - *Canada Labour Code.*
- 2.2 Possess workers' compensation coverage through either a provincial (WSIB) program or a private insurance policy.
- 2.3 Be compliant with the Workplace Hazardous Materials Information System (WHMIS), including training requirements.
- 2.4 Maintain an occupational health program that includes processes to safeguard the health and safety of employees by:
- Providing regular documented health and safety training;
 - Providing and enforcing the correct use of personal protection equipment; and
 - Safeguarding hazardous mechanical processes.

3. Staff Training

All collection site operators shall:

- 3.1 Train staff on their emergency response plan.
- 3.2 Train staff to identify and pack ISP Materials in its appropriate waste class according to Waste Packing Protocols (refer to Appendix A).
- 3.3 Train staff to differentiate between ISP Materials that is eligible for collection services under the ISP and those that are not (refer to Appendix A).
- 3.4 Update staff training based on any changes made to the Collection Site Standards.
- 3.5 Document and maintain records of staff training.

4. Waste Packing Protocols

All collection site operators shall:

- 4.1 Pack waste according to the MOECC's waste classes and PCA Waste Packing Standards as outlined in Appendix A.
- 4.2 Ensure that ISP Materials are handled and stored as follows:

For Type 1 collection sites:

In accordance with the conditions laid out in their respective Environmental Compliance Approval and all applicable laws and regulations.

For Type 2 collection sites:

- Have the ability to receive wastes from the public in a controlled manner (direct supervision or monitored) in a customer drop-off area;

- Have adequate infrastructure to shelter material from inclement weather in a consolidation storage area;
 - Have sufficient space to receive, sort, store and prepare transportation containers for shipment:
 - Paints and coatings: minimum of eight (8) 205 L drums/two standard UN gaylord boxes or one week of paints and coatings received at each collection site;
 - As applicable, have material-handling equipment with the ability to move containers onto transport vehicles;
 - Be accessible to transport vehicles for pick-up of ISP Materials ; and
 - Have adequate security measures in place to prevent ISP Materials from being tampered with by anyone at the site or using the collection facility at unauthorized times.
- 4.3 All waste must be packed in an approved UN container¹ and all materials transported must be contained in accordance with TDGA requirements.
- 4.4 Transportation containers must be filled to capacity, except if this practice contravenes either a ministry order or the Collection Site Operator's Environmental Compliance Approval Storage Requirements. Transportation containers used at event days should be filled to capacity and it is understood the last container filled of the day may not be filled, it may be partially filled.
- 4.5 If applicable, make use of vermiculite in sufficient quantity to cover and protect the waste material from breakage when there is a potential for spillage or breakage of containers in a lab pack during transport:
- 4.6 Place large pails (25 litres or more) on skids and shrink wrap to prevent shifting of waste during transport. Alternatively, gaylord boxes may be used placing 25L pails on the bottom layer.
- 4.7 Contamination allowances
- The maximum contamination allowance is 5%. This is a weight-based allowance assessed on individual drums for a given waste class.
 - Contamination levels in transport containers (mis-packed ISP Materials, non-program wastes as identified in Appendix A) will be monitored by PCA or by its authorized agent through random sampling. ISP Materials collection site operators will be required to take corrective action if contamination allowances are exceeded. PCA reserves the right to apply a financial penalty to collection site operators who exceed the contamination allowance or revoke the collection site's approval status if corrective action is not taken as requested by PCA.

¹ Refers to containers that meet the requirements established by the United Nations Committee of Experts on the Transportation of Dangerous Goods; these requirements provide a uniform international system for identifying and packaging Class 3, 4, 5, 6.1, 8 and 9 dangerous goods for transport.

32.0 Appendix “A”. The Parties agree that Appendix “A” of the Agreement is deleted in its entirety and replaced with the following:

Appendix A –ISP Materials Packing Standards

Please note: This table references all ISP materials as approved in the ISPs. Product Care Association of Canada (PCA) requires that waste materials in each individual row (as numbered in the first column on the left) be packed separately (even though they may be packed under the same waste class)

#	Waste Class / UN#	Sorting Requirements	Examples of Inclusions	Examples of Exclusions	Instructions	Eligible Generators
1	Aerosols - 331 UN 1950	Commingled¹	<ul style="list-style-type: none"> • Includes paints and coatings, pesticides and solvents managed through Product Care Association's ISP program and waste not managed through Product Care Association's program that are packaged under pressure in a non-refillable self-closing container that contains a propellant in gaseous form. 	<ul style="list-style-type: none"> • Pressurized containers (refillable or non-refillable) • Fire extinguishers (including in aerosol format) • Inhalers • Hair Spray • Insect Repellant 		<ul style="list-style-type: none"> • Residential • Designated IC&I Businesses (small quantity generator)

#	Waste Class / UN#	Sorting Requirements	Examples of Inclusions	Examples of Exclusions	Instructions	Eligible Generators
2	Fertilizers - 147 UN 1477	Commingled¹	<ul style="list-style-type: none"> • Includes both fertilizers managed by Product Care Association's ISP program and fertilizers that are not managed by Product Care Association • All N-P-K fertilizers, micronutrients and supplements • Includes fertilizer products that contain pesticides (e.g., Weed & Feed). 	<ul style="list-style-type: none"> • Containers used to deliver fertilizers with a capacity greater than 30 litres. 		<ul style="list-style-type: none"> • Residential • Designated IC&I Businesses (small quantity generator)
3	Miscellaneous Waste Organic Chemicals - 263 UN 1992, 1993	Commingled¹	<ul style="list-style-type: none"> • Includes both solvents managed through Product Care Association's ISP program and wastes that are not managed through Product Care Association's ISP program. • Note: Solvents include such items as turpentine, alcohols (methanol, isopropanol, ethanol), ketones (acetone, methyl ethyl ketone), xylene, toluene, mineral spirits, linseed oil, naphtha, methylene chloride and products marketed as paint thinners, lacquer thinners, automotive body resin solvents, contact cement thinners, paint strippers and degreasers. 	<ul style="list-style-type: none"> • Paints and coatings • Driveway and roof sealants 	Vermiculite must be used in sufficient quantity to cover and protect the waste if there is a potential for breakage (i.e., glass containers) or spillage during transport. Alternatively, and to save on space and vermiculite, glass containers can be placed into secondary containers or pails which can be filled with vermiculite and then placed in drum.	<ul style="list-style-type: none"> • Residential • Designated IC&I Businesses (small quantity generator)

#	Waste Class / UN#	Sorting Requirements	Examples of Inclusions	Examples of Exclusions	Instructions	Eligible Generators
4	Paints, Stains and Coatings - 145	Non-Commingled²	<ul style="list-style-type: none"> • All architectural paint including latex, oil and solvent-based coatings, including paints and stains, whether tinted or un-tinted, and their containers. • All architectural paints and coatings for household and industrial use. • Includes all driveway and roof sealants. • Includes non-pesticide containing marine paints • Note: Architectural coatings means organic coatings intended for onsite applications at ambient temperatures to interior or exterior surfaces of residential, commercial, institutional, industrial, or government structures including exterior and interior house paints, stains, undercoaters, primers and sealers. Structures include all components and attachments of both buildings and non-buildings, including but not limited to driveways, furniture (indoor and outdoor) appliances, floors, cabinets and doors as well as automotive structures for aerosol paint applications and marine structures for non-pesticide marine coatings. 	<ul style="list-style-type: none"> • Products that match the definition of both Paints & Coatings and a Pesticide are to be packed with Pesticides • All paints and coatings in aerosol containers are to be packed with 331 - Aerosols • Stucco and spackling compounds • Waxes and polishes • Paints & Coatings supplied in containers with a volume greater than 25 litres 	Collection/transport containers should be packed with larger paint containers at the bottom, any spaces filled with smaller containers, and smaller paint containers on top. Paint and coating containers must be stacked upright in the collection/transport containers.	<ul style="list-style-type: none"> • Residential • Designated IC&I Businesses (small quantity generator)

#	Waste Class / UN#	Sorting Requirements	Examples of Inclusions	Examples of Exclusions	Instructions	Eligible Generators
5	Pesticides - 242 UN 2902	Commingled¹	<ul style="list-style-type: none"> Includes both pesticides managed by Product Care Association's ISP program and pesticides that are not managed by Product Care Association. 	<ul style="list-style-type: none"> Products that contain both pesticide and fertilizer (e.g., Weed & Feed) 	Vermiculite must be used in sufficient quantity to cover and protect the waste if there is a potential for breakage (i.e., glass containers) or spillage during transport. Alternatively, and to save on space and vermiculite, glass containers can be placed into secondary containers or pails which can be filled with vermiculite and then placed in drum.	

1 - Commingled refers to waste managed under Product Care Association's ISP program that are packed with waste that is not managed by Product Care Association because separating them at the collection site is not possible or practical. Product Care Association uses allocation models derived from audits conducted on its behalf to calculate its financial obligations to collectors and its collection performance for reporting purposes.

2 - Non-Commingled refers to the sorting of waste such that only wastes managed under Product Care Association's program are packed in the same shipping container.

INITIALLED BY MUNICIPALITY: _____

Memo

To: Mayor and Council
From: Steve Burnett, Technical and Environmental Compliance Coordinator
Date: March 15, 2016
Subject: Master Electrician Agreement
Attachments: **Appendix 01** – Draft amending Agreement – LISAND Electrical Services

Mayor and Council:

Temiskaming Shores owns a variety of water and wastewater treatment facilities which are maintained and operated through an agreement with the Ontario Clean Water Agency (OCWA). These facilities contain several components that are electrically driven and are vital to the operation and process of the facility. By-law 2009-012, Purchasing Policy, restricts the ability to have electrical equipment repaired in relatively short making it difficult to meet compliance requirements under the Safe Drinking Water Act.

Subsequently a Request for Quotation PW-RFQ-002-2013 was released and the City currently has an agreement with LISAND Electrical Services via By-law No. 2015-067 as a Master Electrician who is required to respond to requests for service based on the following criteria within the timeframes identified:

Nature of Electrical Issue	Timeframe
Critical – Operation of facility may be compromised based on health and safety or compliance with legislation;	2 hrs
Crucial – Facility can operate without, but for only a short duration;	8 hrs
Urgent – Component has a back-up, but based on age of component may require lead time to acquire parts.	24 hrs

The current agreement expires on March 31, 2016.

After consultation with staff from the Ontario Clean Water Agency as to the quality of service provided by LISAND, it is staff's recommendation that Council direct staff to prepare the necessary by-law to amend By-law No. 2015-067 being a by-law to enter into an agreement with LISAND Electrical Services for a Master Electrician Service Contract to extend the agreement to March 31, 2017.

Prepared by: Reviewed and approved by: Reviewed and submitted for Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

Steve Burnett
Technical and Environmental
Compliance Coordinator

G. Douglas Walsh
Director of Public Works

Christopher W. Oslund
City Manager

The Corporation of the City of Temiskaming Shores
By-law No. 2016-000

Attachment 01
005-2016-PW
March 15, 2016

Being a by-law to amend By-law No. 2015-067 being a by-law to enter into an agreement with LISAND Electrical Services for a Master Electrician Service Contract

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 Memo 009-2015-PW at the March 17, 2015 Regular Council meeting resulting in the adoption of By-law No. 2015-067 being a by-law to enter into an agreement with LISAND Electrical Services for a Master Electrician Service Contract;

And whereas Council considered Memo No. 005-2016-PW at the March 15, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2015-067 to extend the service agreement with LISAND Electrical Services to terminate March 31st, 2017 for consideration at the March 15, 2016 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 Schedule "A" to By-law No. 2015-067, as amended be hereby further amended by deleting Article 1 Contract Period and replace with the following:

Contract Period

The parties agree that the obligations of the Parties under this Agreement shall commence on the **1st day of April, 2015** and shall terminate on the **31st day March, 2016**.

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 15th day of March, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

Subject: Annual Water Reports

Report No.: PW-011-2016
Agenda Date: March 15, 2016

Attachments

Appendix 01: 2015 Dymond Annual Water Report

Appendix 02: 2015 Haileybury Annual Water Report

Appendix 03: 2015 New Liskeard Annual Water Report

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-011-2016, more specifically Appendices 01, 02 and 03 being the 2015 Annual Compliance and Summary Reports for the water systems within the municipality in accordance to Schedule 22 of O. Reg. 170/03 being a regulation under the Safe Drinking Water Act;
2. That Council hereby directs staff:
 - To place the 2015 Annual Compliance and Summary Reports in the Water System Binders located at the municipal office (325 Farr Drive);
 - To post the reports on the municipal website; and
 - To place an ad in the community bulletin notifying the public of the availability of these reports for public review; and
3. That Council further directs staff to forward a copy of Administrative Report PW-011-2016 to the Ministry of Environment, Safe Drinking Water Branch - North Bay for their records.

Background

In accordance to Schedule 22 – *Summary of Reports for Municipalities* of the Safe Drinking Water Act, more specifically Section 22-2. (1) (a) which states that the owner of a drinking water system shall ensure that, not later than March 31 of each year after 2003, a report is prepared in accordance with subsections (2) and (3) for the preceding calendar year and is given to, in the case of a drinking-water system owned by a municipality, the members of the municipal council.

Analysis

In this regard, the Ontario Clean Water Agency (OCWA), being the operating authority for the City of Temiskaming Shores, has submitted to the municipality the said required

reports for the water systems for Haileybury, New Liskeard and Dymond. These reports are attached hereto as Appendices 01 to 03.

Once the reports are acknowledged by Council, a copy of these reports will be included in the Water System Binders located at the municipal office at 325 Farr Drive and must be available for inspection by any member of the public during normal business hours without charge in accordance with Section 12 (4) of the Safe Drinking Water Act. In addition, Section 11 (9.1) requires that effective steps are taken to advise users of water from the system that copies of the report are available, without charge, and of how a copy may be obtained. Thus, it is recommended that public dissemination of the documents be provided through the City’s website and that a notice of their availability be placed in the local newspaper (community bulletin).

Financial / Staffing Implications

This item has been approved in the current budget: Yes No N/A

This item is within the approved budget amount: Yes No N/A

There are no financial implications related to this subject. Staffing implications related to this process are limited to normal administrative functions and duties.

Alternatives

No alternatives were considered.

Submission

Prepared by:	Reviewed and approved by:	Reviewed and submitted for Council’s consideration by:
“Original signed by”	“Original signed by”	“Original signed by”
_____ Steve Burnett Technical & Environmental Compliance Coordinator	_____ G. Douglas Walsh Director of Public Works	_____ Christopher W. Oslund City Manager



Dymond Drinking Water System

2015 ANNUAL/SUMMARY REPORT



Prepared by the Ontario Clean Water Agency
on behalf of the City of Temiskaming Shores



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EXECUTIVE SUMMARY

The 2015 Annual/Summary Report for the Dymond Drinking Water System addresses the requirements outlined in Schedule 11 and 22 of the Ontario Drinking Water Systems Regulation (O. Reg. 170/03) under the *Safe Drinking Water Act, 2002*.

The Ontario Clean Water Agency prepares this report on behalf of the City of Temiskaming Shores by February 28 of each year. The report is accessible on-line on the City of Temiskaming Shores website at: <http://www.temiskamingshores.ca/en/municipalservices/WaterSewer.asp> and in hard copy upon request. The availability of the Annual/Summary Report is communicated to the City of Temiskaming Shores' consumers via an ad in the community bulletin and notice at the City Hall.

This report is divided into two sections. Section 11 – Annual Report provides a detailed description of the drinking water system, list of chemicals used, significant expenses incurred, notices of adverse test results, any incidents issued, and a summary of all microbiological and operational testing performed. Also included are drinking water system highlights; the outcome of the most recent Ministry of Environment inspection, the status of the Quality and Environmental Management System, summary of completed work orders, examples of system improvements in 2015 and plans for 2016. Section 12 – Summary Report for Municipalities presents any requirements the system failed to meet. Also included is a summary of quantities and flow rates generated by the drinking water system.

The City of Temiskaming Shores complied with the terms and conditions of all Licences and Permits, Ontario Drinking Water Quality Standards Regulation (O. Reg. 169/03), and the Drinking Water Systems Regulation (O. Reg. 170/03) with the exception of those events detailed in Section 2 of the Summary Report.



INTRODUCTION

Municipalities throughout Ontario are required to comply with Ontario Regulation 170/03 made under the *Safe Drinking Water Act*, 2002. The Act was passed following recommendations made by Commissioner O'Conner after the Walkerton Inquiry. The Act's purpose is to protect human health through the control and regulation of drinking-water systems. O. Reg. 170/03 regulates drinking water testing, use of licensed laboratories, treatment requirements and reporting requirements.

O. Reg. 170/03 requires the owner to produce an Annual Report, under Section 11. This report must include the following:

1. Description of system and chemical(s) used
2. Summary of any adverse water quality reports and corrective actions
3. Summary of all required testing
4. Description of any major expenses incurred to install, repair or replace equipment

This Annual Report must be completed by February 28 of each year.

The regulation also requires a Summary Report which must be presented and accepted by Council by March 31 of each year for the preceding calendar year reporting period.

The report must list the requirements of the Act, its regulations, the system's Drinking Water Works Permit (DWWP), Municipal Drinking Water Licence (MDWL), Certificate of Approval (if applicable), and any Provincial Officer Order the system failed to meet during the reporting period. The report must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.

The *Safe Drinking Water Act*, 2002 and the drinking water regulations can be viewed at the following website: <http://www.e-laws.gov.on.ca>.

To enable the Owner to assess the rated capacity of their system to meet existing and future planned water uses, the following information is also required in the report.

1. A summary of the quantities and flow rates of water supplied during the reporting period, including the monthly average and the maximum daily flows.
2. A comparison of the summary to the rated capacity and flow rates approved in the systems approval, drinking water works permit or municipal drinking water licence or a written agreement if the system is receiving all its water from another system under an agreement.

The two reports have been combined and presented to council as the 2015 Annual/Summary Report.

A large, stylized graphic of a blue wave or sun-like shape, composed of several thick, curved bands, occupies the right side of the page.

Dymond Drinking Water System

Section 11

2015 ANNUAL REPORT
for MUNICIPALITIES



Section 11

ANNUAL REPORT

1.0 INTRODUCTION

Drinking-Water System Name	DYMOND DRINKING WATER SYSTEM
Drinking-Water System Number	220000335
Drinking-Water System Owner	The Corporation of the City of Temiskaming Shores
Drinking-Water System Category	Large Municipal, Residential System
Reporting Period	January 1, 2015 to December 31, 2015

Does your Drinking-Water System serve more than 10,000 people? No

Is your annual report available to the public at no charge on a web site on the Internet?

Yes at: <http://www.temiskamingshores.ca/en/municipalservices/WaterSewer.asp>

Location where Report required under O. Reg. 170/03 Schedule 22 will be available for inspection:

City of Temiskaming Shores
325 Farr Drive, P.O. Box 2050
Haileybury, ON POJ 1K0

Drinking-Water Systems that receive drinking water from the Dymond Drinking Water System

The Dymond Drinking Water System provides all of its drinking water to the community of Dymond within the City of Temiskaming Shores.

The Annual Report was not provided to any other Drinking Water System owners

The Ontario Clean Water Agency prepared the 2015 Annual Report for the Dymond Drinking Water System and provided a copy to the system owner; the City of Temiskaming Shores. The Dymond Drinking Water System is a stand-alone system that does not receive water from or send water to another system.

Notification to system users that the Annual Report is available for viewing is accomplished through:

- Public access/notice via the web
- Public access/notice via Government Office
- Public access/notice via a community bulletin



2.0 DESCRIPTION OF THE DRINKING WATER SYSTEM

The Dymond Drinking Water System is owned by The Corporation of the City of Temiskaming Shores. The treatment system is operated by the Ontario Clean Water Agency and the distribution system is operated by the City of Temiskaming Shores Public Works Department. This subject system is not interconnected to any other drinking-water systems owned by different owners.

The Dymond water treatment plant is a well supply that services the community of Dymond, located at the southwest corner of Raymond Street and Crystal Crescent. Raw water is drawn from two groundwater source wells, Well 1 and 2. Well 1 is an 88.4 meter deep drilled well equipped with a submersible pump rated at 18.9 L/s and powered by a 14.9 kW motor. Video inspection of the well on March 13, 2008 showed the well casing is driven into the top of the bedrock at a depth of about 16.5 meters (International Water Supply Ltd., 2008). There are no critical upstream or downstream processes relied upon to ensure the provision of safe drinking water.

Well 2 is a 93.0 meter deep drilled well equipped with a submersible pump that has a rated capacity of 17.05 L/s and powered by a 14.9 kW motor. Video inspection of the well on March 13, 2008 showed the well casing is driven into the top of the bedrock at a depth of about 19.1 meters (International Water Supply Ltd., 2008).

Both wellheads are capped and terminate inside two secure well houses separate from the water treatment plant. Raw water from both wells joins at a common header where sodium hypochlorite is injected for primary disinfection. The chlorination system consists of two chemical metering pumps, one duty and one standby with automatic switchover in case the duty pump fails.

Once chlorinated, the treated water enters four interconnected baffled reservoir cells with a combined volume of 1,395 m³. The water is then directed to the single storey concrete pumping station which houses six high lift pumps; four submersible pumps (each rated at 22.7 L/s) and two vertical turbine pumps (each rated at 28.2 L/s). The treated water is directed into the distribution system. There is no post-treatment storage facility associated with this system, as storage is incorporated within the treatment plant.

A 275 kW emergency diesel generator located in the main water treatment facility is used to provide backup during power failures.

Based on the number of service connections, the Dymond Drinking Water System is classified as a Large Municipal Drinking Water System. This includes approximately 500 serviced residents and commercial properties.



3.0 LIST OF WATER TREATMENT CHEMICALS USED OVER THE REPORTING PERIOD

The only treatment chemical used in the Dymond Drinking Water System treatment process is Sodium Hypochlorite for primary/secondary disinfection. All treatment chemicals are NSF/ANSI approved.

4.0 SIGNIFICANT EXPENSES INCURRED TO THE DRINKING WATER SYSTEM

The following work was completed in 2015:

- Valves installed on watermains to connect Dymond DWS to New Liskeard DWS
- PLC upgraded

All routine maintenance functions were accomplished through OCWA's comprehensive Workplace Management computerized work order system.

5.0 DRINKING WATER SYSTEM HIGHLIGHTS

The Dymond Drinking Water System (DWS) provides safe and reliable drinking water to the residents of Dymond within the City of Temiskaming Shores. On an annual basis the Ministry of Environment (MOE) performs an inspection of municipal drinking water systems to assess compliance with the regulations. The MOE conducted the annual inspection of the Dymond DWS on January 13, 2015. The inspection included a physical assessment of the water treatment plant and a document review for the period of January 14, 2014 to January 12, 2015. The system received a rating of 93.35%.

A Quality and Environmental Management System (QEMS) has been implemented for the Dymond DWS. This provincially mandated standard requires municipalities to develop and maintain a quality management system to ensure consistent water quality now and into the future. The external audit from SAI-Global was completed on April 8, 2015, no non-conformances were found. Full scope accreditation was received on July 19, 2013.

OCWA uses a computerized work order system called Hansen to schedule equipment maintenance activities and capture details of work performed. This includes preventative, operational and corrective maintenance. This information is valuable to assess equipment operation, locate equipment specifications and track any additional maintenance completed or required.



A list of suggested drinking water system improvements for 2016 was submitted to the City of Temiskaming Shores in November 2015. The items from this list include:

- Installation of a digital temperature probe at the point where contact time (CT) is calculated.
- Insulation of all process piping to reduce humidity.
- Modifications to the fencing to incorporate the water plant and improve security.

These improvements will be reviewed by the City of Temiskaming Shores and approved items will be summarized in next year’s report.

6.0 DETAILS ON NOTICES OF ADVERSE TEST RESULTS AND OTHER PROBLEMS REPORTED TO & SUBMITTED TO THE SPILLS ACTION CENTER

There were no adverse test results in 2015.

7.0 SUMMARY OF INCIDENTS DURING THE REPORTING PERIOD

Incident #1 – Non-Compliance

Date	September 4
Details of Incident	Chlorine reading was not taken every 5 minutes while the analyzer was not on-line from 11:00am to 1:00 pm (approximately). The operator arrived at the water plant to find that a copper line off a valve had split open and water was spraying out of it. In order to repair the line, the operator had to shut off the water to the chlorine analyzer. A chlorine residual was not taken every 5 minutes with a hand held analyzer as the operator was busy fixing the line and no other operator was available.
Corrective Action	Once the line was repaired the analyzer was put back on line.

Incident #2 – Loss of Pressure

Date	September 28
Details of Incident	Water supply to entire distribution was shut off at 9:04am in order for upgrade work to be done. Valves are being installed on the water mains to join Dymond and New Liskeard systems. A Boil Water Advisory was issued prior to work being done, as it was pre-planned. The water was turned back on at approx 10:00am, once the work was completed, but pressure was not restored until approx 12:30pm.
Corrective Action	The water mains were then flushed and 2 sets of 8 samples were taken 24 hrs apart. The results for all samples were Non-detect for Total Coliforms and E.coli. The BWA was then lifted. MOE and MOH notified.



8.0 MICROBIOLOGICAL TESTING PERFORMED DURING THE REPORTING PERIOD

Sample Type	Number of Samples	<i>E.coli</i> Results (min to max)	Total Coliform Results (min to max)	Number of HPC Samples	Range of HPC Results (min to max)
Raw – Well 1	52	0 to 2	0 to 29	N/A	N/A
Raw – Well 2	52	<1 to 5	0 to 6	N/A	N/A
Treated	52	0 to 0	0 to 0	52	<10 to 20
Distribution	156	0 to <1	0 to 0	52	<10 to 210

Maximum Acceptable Concentration (MAC) for *E. coli* = 0 Counts/100 mL

MAC for Total Coliforms = 0 Counts/100 mL

9.0 OPERATIONAL TESTING PERFORMED DURING THE REPORTING PERIOD

Turbidity in the Raw Water

Parameter	Number of Samples	Range of Results (min to max)	Unit of Measure
Turbidity – Well 1	50	0.13 to 15.3	NTU
Turbidity – Well 2	50	0.24 to 21.3	NTU

Continuous Flow Analyzers in Treatment Process

Parameter	Number of Samples	Range of Results (min to max)	Unit of Measure
Free Chlorine	8760	0.81 to 2.73	mg/L

Note: For continuous monitors use 8760 as the number samples for one year.

Free Chlorine Residual in the Distribution System

Number of Samples	Free Chlorine (min to max)	Unit of Measure	Standard
365	0.10 to 2.24	mg/L	≥ 0.05

Note: Four (4) chlorine residual samples are collected one day and three (3) on a second day of each week. The sample sets must be collected at least 48-hours apart and samples collected on the same day must be from different locations.

Nitrate & Nitrite at the Water Treatment Plant

Date of Sample	Nitrate Result	Nitrite Result	Unit of Measure	Exceedance
January 19	0.41	<0.05	mg/L	No
April 7	0.22	<0.05	mg/L	No
July 13	0.75	<0.05	mg/L	No
October 13	0.88	<0.05	mg/L	No

MAC for Nitrate = 10 mg/L



MAC for Nitrite = 1.0 mg/L

Total Trihalomethane in the Distribution System

Date of Sample	THM Result	Unit of Measure	Running Average	Exceedance
January 19	39.5	ug/L	47.2	No
April 7	36.4	ug/L	43.4	No
July 13	34.5	ug/L	37.7	No
October 13	36.3	ug/L	36.7	No

MAC for Trihalomethanes = 100 ug/L (Four Quarter Running Average)

Most Recent Lead Data

(Applicable to the following drinking water systems; large municipal residential systems, small, municipal residential systems, and non-municipal year-round residential systems)

The Dymond Drinking Water System qualified for the ‘Exemption from Plumbing Sampling’ as described in section 15.1-5 (9-10) of Ontario Regulation 170/03. The exemption applies to a drinking water system if; in two consecutive periods at reduced sampling, not more than 10 % of all samples from plumbing exceed the maximum allowable concentration of 10 ug/L for lead. As such, the system was required to test for total alkalinity and pH in two distribution samples collected during the periods of December 15 to April 15 and June 15 to October 15. This testing is required in every 12-month period with lead testing in every third 12-month period.

pH & Alkalinity in the Distribution System

Sample Periods	# of Samples	Lead Results (min to max)	pH Results (min to max)	Alkalinity Results (min to max)
December 15 to April 15	2	0.23 to 0.27 ug/L	7.0 to 7.4	260 to 261 mg/L
June 15 to October 15	2	N/A	7.7	259 to 262 mg/L

Sample Dates: April 23 and October 14, 2015.

Schedule 23 Inorganic Data at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	MAC	Exceedance
Antimony	<0.5	ug/L	6	No
Arsenic	<1.0	ug/L	25	No
Barium	24.7	ug/L	1000	No
Boron	67.7	ug/L	5000	No
Cadmium	<0.1	ug/L	5	No
Chromium	3.4	ug/L	50	No
Mercury	<0.1	ug/L	1	No
Selenium	<1.0	ug/L	10	No
Uranium	<1.0	ug/L	20	No



Sample Date: October 14, 2014.

Note: Sample required every 36 months. Next sampling scheduled for October 2017.

Schedule 24 Organic Data at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	MAC	Exceedance
Alachlor	<0.5	ug/L	5	No
1,1-Dichloroethylene (vinylidene chloride)	<0.2	ug/L	14	No
1,2-Dichlorobenzene	<0.2	ug/L	200	No
1,2-Dichloroethane	<0.2	ug/L	5	No
1,4-Dichlorobenzene	<0.2	ug/L	5	No
2,3,4,6-Tetrachlorophenol	<0.6	ug/L	100	No
2,4,5-Trichlorophenoxy acetic acid (2,4,5-T)	<0.06	ug/L	280	No
2,4,6-Trichlorophenol	<0.6	ug/L	5	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	<0.2	ug/L	100	No
2-4 Dichlorophenol	<0.6	ug/L	900	No
Aldicarb	<0.6	ug/L	9	No
Aldrin + Dieldrin	<0.004	ug/L	0.7	No
Atrazine + N-dealkylated metabolites	<0.9	ug/L	5	No
Azinphos-methyl	<0.4	ug/L	20	No
Bendiocarb	<1.0	ug/L	40	No
Benzene	<0.2	ug/L	5	No
Benzo(a)pyrene	<0.009	ug/L	0.01	No
Bromoxynil	<0.6	ug/L	5	No
Carbaryl	<1.0	ug/L	90	No
Carbofuran	<1.0	ug/L	90	No
Carbon Tetrachloride	<0.2	ug/L	5	No
Chlordane (Total)	<0.004	ug/L	7	No
Chlorpyrifos	<0.4	ug/L	90	No
Cyanazine	<0.4	ug/L	10	No
Diazinon	<0.4	ug/L	20	No
Dicamba	<0.2	ug/L	120	No
Dichlorodiphenyl trichloroethane (DDT) + metabolites	<0.005	ug/L	30	No
Dichloromethane	<1.0	ug/L	50	No
Diclofop-methyl	<0.2	ug/L	9	No
Dimethoate	<0.4	ug/L	20	No
Dinoseb	<0.06	ug/L	10	No
Diquat	<7.0	ug/L	70	No
Diuron	<6.0	ug/L	150	No
Glyphosate	<20.0	ug/L	280	No
Heptachlor + Heptachlor Epoxide	<0.004	ug/L	3	No



Parameter	Result Value	Unit of Measure	MAC	Exceedance
Lindane (Total)	<0.001	ug/L	4	No
Malathion	<0.4	ug/L	190	No
Methoxychlor	<0.001	ug/L	900	No
Metolachlor	<0.2	ug/L	50	No
Metribuzin	<0.2	ug/L	80	No
Monochlorobenzene	<0.2	ug/L	80	No
Paraquat	<1.0	ug/L	10	No
Parathion	<0.2	ug/L	50	No
Pentachlorophenol	<0.6	ug/L	60	No
Phorate	<0.04	ug/L	2	No
Picloram	<0.06	ug/L	190	No
Polychlorinated Biphenyls (PCB)	<0.05	ug/L	3	No
Prometryne	<0.2	ug/L	1	No
Simazine	<0.4	ug/L	10	No
Temephos	<20.0	ug/L	280	No
Terbufos	<0.2	ug/L	1	No
Tetrachloroethylene	<0.2	ug/L	30	No
Triallate	<0.2	ug/L	230	No
Trichloroethylene	<0.2	ug/L	50	No
Trifluralin	<0.2	ug/L	45	No
Vinyl Chloride	<0.2	ug/L	2	No

Sample Date: October 14, 2014.

Note: Sample required every 36 months. Next sampling scheduled for October 2017.

Inorganic or Organic Parameter(s) that Exceeded Half the Standard Prescribed in Schedule 2 of Ontario Drinking Water Quality Standards

No inorganic or organic parameter(s) listed in Schedule 23 and 24 of Ontario Regulation 170/03 exceeded half the standard found in Schedule 2 of the Ontario Drinking Water Standard (O. Reg.169/03) during the reporting period.

Summary of Most Recent Sodium Data at the Water Treatment Plant

Date of Sample	Number of Samples	Result Value	Unit of Measure	MAC	Exceedance
January 21, 2015	1	19.3	mg/L	20	No

Note: Sample required every 60 months. Next sampling scheduled for October 2019.

Summary of Most Recent Fluoride Data at the Water Treatment Plant

Date of Sample	Number of Samples	Result Value	Unit of Measure	MAC	Exceedance
January 21, 2015	1	0.79	mg/L	1.5	No



Note: Sample required every 60 months. Next sampling scheduled for October 2019.

Summary of Additional Testing Performed in Accordance with a Legal Instrument

No additional sampling and testing was required for the Dymond Drinking Water System during the 2015 reporting year besides the raw water assessment.



Dymond Drinking Water System

Schedule 22

2015 SUMMARY REPORT

for MUNICIPALITIES



Schedule 22

SUMMARY REPORTS for MUNICIPALITIES

1.0 INTRODUCTION

Drinking-Water System Name	DYMOND DRINKING WATER SYSTEM
Municipal Drinking Water Licence (MDWL)	218-101 (issued August 24, 2011)
Drinking Water Works Permit (DWWP)	218-201 (issued August 23, 2011)
Permit to Take Water (PTTW)	4184-6RWLYL (issued July 21, 2006) Superseded 0462-9BPNWK (issued October 3, 2014)
Reporting Period	January 1, 2015 to December 31, 2015

2.0 REQUIREMENTS THE SYSTEM FAILED TO MEET

According to documentation available to the Ontario Clean Water Agency, the following table lists any requirements the system failed to meet during the 2015 reporting period.

Incident #1 – Non-Compliance

Date	September 4
Details of Incident	Chlorine reading was not taken every 5 minutes while the analyzer was not on-line from 11:00am to 1:00 pm (approximately). The operator arrived at the water plant to find that a copper line off a valve had split open and water was spraying out of it. In order to repair the line, the operator had to shut off the water to the chlorine analyzer. A chlorine residual was not taken every 5 minutes with a hand held analyzer as the operator was busy fixing the line and no other operator was available.
Corrective Action	Operator fixed the leak and then turned the analyzer back on
Status	Resolved

Incident #4 – PTTW Exceedance

Legislation	PTTW #4184-6RWLYL
Requirement(s) the System Failed to Meet	Well #3 exceeded the 1300 L/min limit in November and December but these were only short spikes on start up. In November the maximum volume of 1500 was exceeded
Corrective Action	N/A
Status	Resolved



3.0 SUMMARY OF QUANTITIES & FLOW RATES

The following Water Usage Tables summarize the quantities and flow rates of water taken and produced during the 2014 reporting period, including average monthly volumes, maximum monthly volumes, total monthly volumes and maximum flow rates.

2015 - Monthly Summary of Water Takings from the Source (Well 1)

Governed by Permit to Take Water (PTTW) #4184-6RWLYL, issued July 21, 2006 superseded by PTTW #0462-9BPNWK, issued October 3, 2013.

Raw Water Usage	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Total Volume (m ³)	7677	8064	8644	7673	8393	9954	11233	9877	8794	9106	3871	2591	95877
Average Volume (m ³ /day)	248	288	279	256	280	332	362	319	293	294	133	84	264
Maximum Volume (m ³ /day)	337	363	371	337	359	674	755	427	402	453	581	374	755
PTTW - Maximum Allowable Volume (m³/day)	910	910	910	910	910	910	910	910	910	910	910	910	910
Maximum Flow Rate (L/min)	896	852	1144	1061	1047	1019	1003	988	985	983	965	952	1144
PTTW - Maximum Allowable Flow Rate (L/min)	1150	1150	1150	1150	1150	1150	1150	1150	1150	1150	1150	1150	1150

2015 - Monthly Summary of Water Takings from the Source (Well 2)

Governed by Permit to Take Water (PTTW) #4184-6RWLYL, issued July 21, 2006 superseded by PTTW #0462-9BPNWK, issued October 3, 2013.

Raw Water Usage	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Total Volume (m ³)	6316	5915	7634	7405	7088	9116	9338	9404	8993	8476	21809	15929	117423
Average Volume (m ³ /day)	204	211	246	247	236	304	301	303	300	273	752	514	324
Maximum Volume (m ³ /day)	270	283	392	311	362	638	584	529	733	699	1887	1371	1887
PTTW - Maximum Allowable Volume (m³/day)	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500
Maximum Flow Rate (L/min)	1294	1285	1446	1207	1207	1204	1196	1196	1196	1196	1500	1500	1500
PTTW - Maximum Allowable Flow Rate (L/min)	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300	1300



2015 - Monthly Summary of Treated Water Supplied to the Distribution System

Governed by Municipal Drinking Water Licence #218-101, issued August 24, 2011.

Treated Water Usage	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Total Volume (m ³)	14063	14044	16302	15148	16028	19197	20650	19349	17844	17637	17380	19149	206791
Average Volume (m ³ /day)	454	502	526	505	517	640	666	624	595	569	579	618	567
Maximum Volume (m ³ /day)	530	571	693	587	567	1089	995	741	804	859	845	1253	1253
MDWL - Rated Capacity (m³/day)	2273	2273	2273	2273	2273	2273	2273	2273	2273	2273	2273	2273	2273



Flow Monitoring

Municipal Drinking Water Licence (MDWL) #218-101 requires the owner to install a sufficient number of flow measuring devices to permit the continuous measurement and recording of:

- the flow rate and daily volume of water conveyed from the treatment system to the distribution system, and
- the flow rate and daily volume of water conveyed into the treatment system.

The Dymond drinking water system has three flow meters as listed in the MDWL; one installed to monitor raw water entering the treatment plant from each well and one installed to monitor treated water entering the distribution system. Flow metering devices were calibrated in accordance to manufacturers' specifications on an annual basis and are operating as required.

Comparison of Summary to the Rated Capacity & Flow Rates Approved in the Systems Approval, Licence and Permit

Dymond DWS' Permit to Take Water (PTTW) # 4184-6RWLYL, issued July 16, 2006 superseded by # 0462-9BPNWK, issued October 3, 2013 allows the City of Temiskaming Shores to withdraw water at a maximum volume of 910 m³ from Well 1 and 1500 m³ from Well 2. A review of the raw water flow data indicates that the maximum water taking from Well 1 was 755 m³ and 1887 m³ from Well 2.

The PTTW also allows a maximum rate of taking of 1150 L/min from Well 1 and 1300 L/min from Well 2. A review of the raw water flow data indicates that the maximum water taking from Well 1 was 1144m³ and 1500 m³ from Well 2.

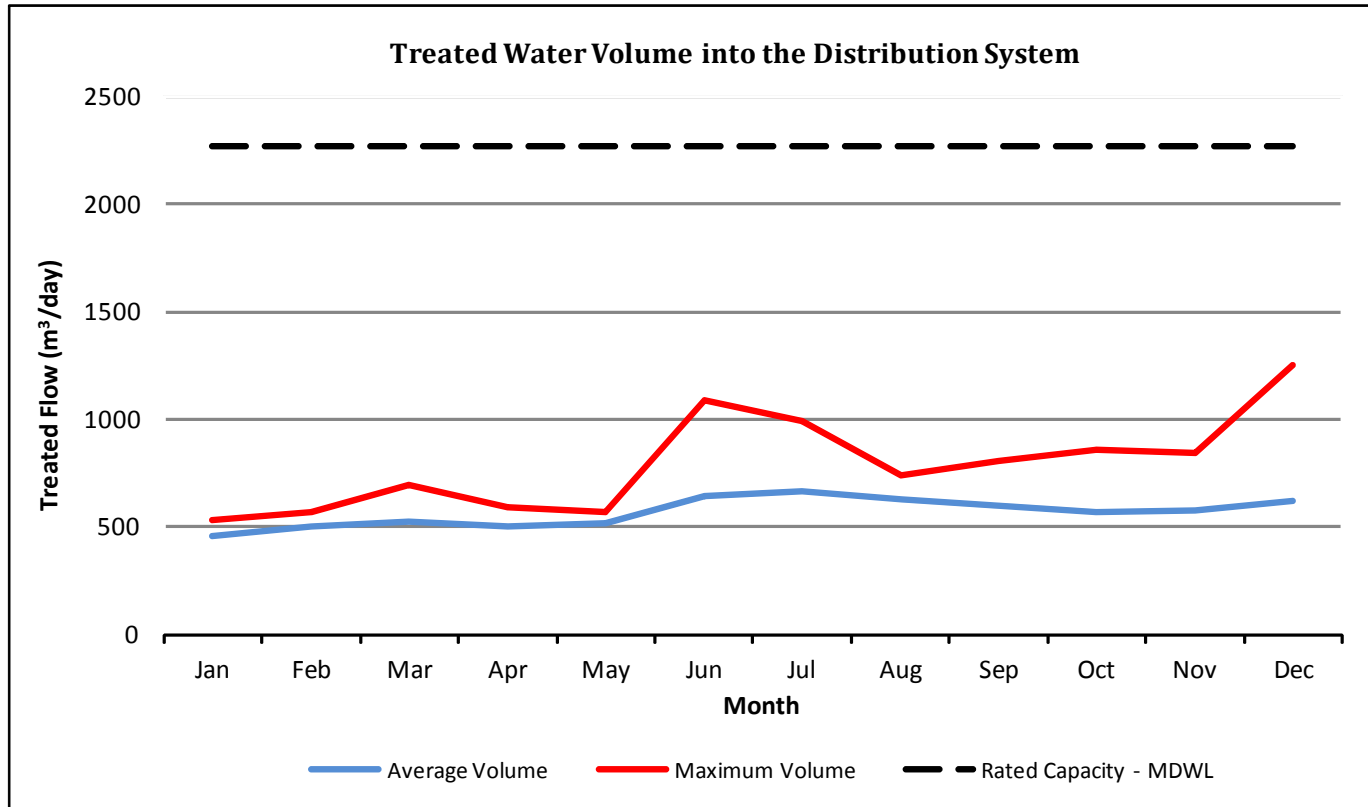
The MDWL requires that the maximum daily volume of treated water that flows to the distribution system shall not exceed 2273 m³/day. This rate was not exceeded during the reporting period. The maximum recorded volume was 1253 m³/day which represents approximately 55 % of the rated capacity.

The following table and graph compare the average and maximum flow rates into the distribution system to the approved rated capacity of the system as identified in the MDWL.



2015- Daily Volume of Treated Water into the Distribution System

Treated Flow	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average Volume (m ³ /day)	454	502	526	505	517	640	666	624	595	569	579	618
Maximum Volume (m ³ /day)	530	571	693	587	567	1089	995	741	804	859	845	1253
Rated Capacity - MDWL	2273	2273	2273	2273	2273	2273	2273	2273	2273	2273	2273	2273
% Rated Capacity	23	25	30	26	25	48	44	33	35	38	37	55





Summary of System Performance

The following information is provided to enable the Owner to assess the capability of the system to meet existing and future water usage needs:

Rated Capacity of the Plant (MDWL)	2273 m ³ /day	
Average Daily Flow for 2015	567 m ³ /day	23 % of the rated capacity
Maximum Daily Flow for 2015	1253 m ³ /day	55 % of the rated capacity
Total Treated Water Produced in 2015	206,791 m ³	

4.0 CONCLUSION

The Dymond Drinking Water System addressed incidents of non-compliance with the regulatory requirements of the Safe Drinking Water Act and its Regulations and the terms and conditions outlined in its specific approval, drinking water works permit and municipal drinking water licence during the reporting period.

The system was able to operate in accordance with the terms and conditions of the Permit to Take Water and in accordance with the rate capacity of the approval and licence while meeting the community's demand for water use.



Haileybury Drinking Water System

2015 ANNUAL/SUMMARY REPORT

Prepared by the Ontario Clean Water Agency
on behalf of the City of Temiskaming Shores



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EXECUTIVE SUMMARY

The 2015 Annual/Summary Report for the Haileybury Drinking Water System addresses the requirements outlined in Schedule 11 and 22 of the Ontario Drinking Water Systems Regulation (O. Reg. 170/03) under the *Safe Drinking Water Act, 2002*.

The Ontario Clean Water Agency prepares this report on behalf of the City of Temiskaming Shores by February 28 of each year. The report is accessible on-line on the City of Temiskaming Shores website at: <http://www.temiskamingshores.ca/en/municipalservices/WaterSewer.asp> and in hard copy upon request. The availability of the Annual/Summary Report is communicated to the City of Temiskaming Shores consumers via an ad in the community bulletin and notice at the City Hall.

This report is divided into two sections. Section 11 – Annual Report provides a detailed description of the drinking water system, list of chemicals used, significant expenses incurred, notices of adverse test results, any incidents issued, and a summary of all microbiological and operational testing performed. Also included are drinking water system highlights; the outcome of the most recent Ministry of Environment inspection, the status of the Quality and Environmental Management System, summary of completed work orders, examples of system improvements in 2015 and plans for 2016. Section 12 – Summary Report for Municipalities presents any requirements the system failed to meet. Also included is a summary of quantities and flow rates generated by the drinking water system.

The City of Temiskaming Shores complied with the terms and conditions of all Licences and Permits, Ontario Drinking Water Quality Standards Regulation (O. Reg. 169/03), and the Drinking Water Systems Regulation (O. Reg. 170/03) with the exception of those events detailed in Section 2 of the Summary Report.



INTRODUCTION

Municipalities throughout Ontario are required to comply with Ontario Regulation 170/03 made under the *Safe Drinking Water Act*, 2002. The Act was passed following recommendations made by Commissioner O'Conner after the Walkerton Inquiry. The Act's purpose is to protect human health through the control and regulation of drinking-water systems. O. Reg. 170/03 regulates drinking water testing, use of licensed laboratories, treatment requirements and reporting requirements.

O. Reg. 170/03 requires the owner to produce an Annual Report, under Section 11. This report must include the following:

1. Description of system and chemical(s) used
2. Summary of any adverse water quality reports and corrective actions
3. Summary of all required testing
4. Description of any major expenses incurred to install, repair or replace equipment

This Annual Report must be completed by February 28 of each year.

The regulation also requires a Summary Report which must be presented and accepted by Council by March 31 of each year for the preceding calendar year reporting period.

The report must list the requirements of the Act, its regulations, the system's Drinking Water Works Permit (DWWP), Municipal Drinking Water Licence (MDWL), Certificate of Approval (if applicable), and any Provincial Officer Order the system failed to meet during the reporting period. The report must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.

The *Safe Drinking Water Act*, 2002 and the drinking water regulations can be viewed at the following website: <http://www.e-laws.gov.on.ca>.

To enable the Owner to assess the rated capacity of their system to meet existing and future planned water uses, the following information is also required in the report.

1. A summary of the quantities and flow rates of water supplied during the reporting period, including the monthly average and the maximum daily flows.
2. A comparison of the summary to the rated capacity and flow rates approved in the systems approval, drinking water works permit or municipal drinking water licence or a written agreement if the system is receiving all its water from another system under an agreement.

The two reports have been combined and presented to council as the 2015 Annual/Summary Report.



Haileybury Drinking Water System

Section 11

2015 ANNUAL REPORT
for MUNICIPALITIES



Section 11

ANNUAL REPORT

1.0 INTRODUCTION

Drinking-Water System Name	HAILEYBURY DRINKING WATER SYSTEM
Drinking-Water System Number	210000309
Drinking-Water System Owner	The Corporation of the City of Temiskaming Shores
Drinking-Water System Category	Large Municipal, Residential System
Reporting Period	January 1, 2015 to December 31, 2015

Does your Drinking-Water System serve more than 10,000 people? No

Is your annual report available to the public at no charge on a web site on the Internet?

Yes at: <http://www.temiskamingshores.ca/en/municipalservices/WaterSewer.asp>

Location where Report required under O. Reg. 170/03 Schedule 22 will be available for inspection:

City of Temiskaming Shores
325 Farr Drive, P.O. Box 2050
Haileybury, ON P0J 1K0

Drinking-Water Systems that receive drinking water from the Haileybury Drinking Water System

The Haileybury Drinking Water System provides all of its drinking water to the community of Haileybury within the City of Temiskaming Shores.

The Annual Report was not provided to any other Drinking Water System owners

The Ontario Clean Water Agency prepared the 2015 Annual Report for the Haileybury Drinking Water System and provided a copy to the system owner; the City of Temiskaming Shores. The Haileybury Drinking Water System is a stand-alone system that does not receive water from or send water to another system.

Notification to system users that the Annual Report is available for viewing is accomplished through:

- Public access/notice via the web
- Public access/notice via Government Office
- Public access/notice via a community bulletin
- Public access/notice via a newspaper



2.0 DESCRIPTION OF THE DRINKING WATER SYSTEM

The Haileybury Drinking Water System is owned by The Corporation of the City of Temiskaming Shores. The treatment system is operated by the Ontario Clean Water Agency and the distribution system is operated by the City of Temiskaming Shores Public Works Department. This subject system is not interconnected to any other drinking-water systems owned by different owners.

This surface water system services approximately 4200 residents in the community of Haileybury. Located at 1 Browning Street, the water treatment plant obtains its raw water from Lake Temiskaming. A 197 m long, 450 mm diameter raw water intake pipe extends 168 m into the lake and draws water at a rate of 15840 m³/day. The intake structure is an upturned bell intake inside a cribbed structure. The intake is approximately 12.5 m below the low recorded water level and 2 m above the lake bottom. There are no critical upstream or downstream processes relied upon to ensure the provision of safe drinking water.

Water flows into the intake structure by gravity, through two removable inlet screens and is stored in the raw water wet well. The wet well contains a heated superstructure and has a storage volume of 37.2 m³. The low lift pumping station is equipped with three low lift duty pumps; two submersible and one vertical turbine. A magnetic water meter is located in the water treatment plant to monitor raw water flows.

Raw water is pumped to the water treatment building where it is injected with sodium carbonate (soda ash) for pH and alkalinity adjustment and aluminum sulphate for the coagulation/flocculation process. The process water undergoes rapid mixing, flows into two flocculation basins, where polymer is added as a coagulant aid, and then to a settling tank for clarification. The process water flows through one of three dual media filters consisting of anthracite and silica sand. The filter system is equipped with an automated backwash sequence, filter-to-waste capabilities, air compressor and an underdrain system. The backwash wastewater and the settled solids from the settling tank are discharged to the municipal sanitary system.

After filtration, the process water is chlorinated with chlorine gas for primary disinfection and pH adjusted with soda ash before entering the dual-celled clearwell. Three high lift pumps direct treated water from the clearwell to an off-site reservoir on Niven Street where it receives additional contact time. A magnetic flow meter on the discharge main is used to monitor the flow leaving the water treatment plant. The chlorine gas system, equipped with automatic switchover, is located in a separate room at the water treatment plant with outside access only.

The Niven Street reservoir is a baffled contact tank consisting of two chambers that provide sufficient chlorine contact time to meet CT requirements. Ammonium sulphate is injected into the treated water for secondary disinfection before being gravity fed or pumped to the distribution system by three high lift pumps. The distribution system is comprised of three pressure zones. Zone 1 is gravity fed, Zone 2 is an intermediate pressure region and Zone 3 is a high-pressure zone.



A 250 kW diesel generator is available at the water treatment plant and a 200 kW diesel engine generator is on hand at the reservoir for emergency purposes. This system is classified as a Large Municipal Residential Drinking Water System and has approximately 1912 service connections.

3.0 LIST OF WATER TREATMENT CHEMICALS USED OVER THE REPORTING PERIOD

The following chemicals were used in the Haileybury Drinking Water System treatment process:

- Aluminum Sulphate (Alum) – Coagulation/Flocculation
- Ammonium Sulfate – Secondary Disinfection
- Chlorine Gas – Primary Disinfection
- Polyelectrolyte (Polymer) - Coagulant Aid
- Soda Ash – pH and Alkalinity Adjustment

All treatment chemicals are NSF/ANSI approved.

4.0 SIGNIFICANT EXPENSES INCURRED TO THE DRINKING WATER SYSTEM

The following work was completed in 2015:

- Replaced all three of the turbidity analyzers for the treated water
- Modified PLC at the reservoir
- New probe for reservoir level
- New roof installed on WTP

All routine maintenance functions were accomplished through OCWA's comprehensive Workplace Management computerized work order system.

A list of suggested drinking water system improvements for 2016 was submitted to the City of Temiskaming Shores in November 2015.

These improvements will be reviewed by the City of Temiskaming Shores and approved items will be summarized in next year's report.

5.0 DRINKING WATER SYSTEM HIGHLIGHTS

The Haileybury Drinking Water System (DWS) provides safe and reliable drinking water to the residents of the City of Temiskaming Shores. On an annual basis the Ministry of Environment (MOE) performs an inspection of municipal drinking water systems to assess compliance with the regulations. The MOE conducted the annual inspection of the Haileybury DWS on



November 17, 2015. The inspection included a physical assessment of the water treatment plant and a document review. The system scored an inspection rating of 91.14 percent. There were four non-compliances noted, three of which have already been resolved.

A Quality and Environmental Management System (QEMS) has been implemented for the Haileybury DWS. This provincially mandated standard requires municipalities to develop and maintain a quality management system to ensure consistent water quality now and into the future. The external audit from SAI-Global was completed on April 08, 2015, no non-conformances were found. Full scope accreditation was received on July 19, 2013.

OCWA uses a computerized work order system called Hansen to schedule equipment maintenance activities and capture details of work performed. This information is valuable to assess equipment operation, locate equipment specifications and track any additional maintenance completed or required.

6.0 DETAILS ON NOTICES OF ADVERSE TEST RESULTS AND OTHER PROBLEMS REPORTED TO & SUBMITTED TO THE SPILLS ACTION CENTER

Incident #1 – Loss of Pressure

Date	January 16
Details	Water main break at Albert Street and Rorke Avenue. Approx 500 consumers affected. A Boil Water Advisory was issued by the THU for Haileybury and North Cobalt.
Corrective Action	The water main was repaired, disinfected, flushed and pressure was restored. 2 sets of Bacti samples were taken 24 hours apart, all results came back non-detectable. This issue was resolved on January 19, 2015 and the Boil Water Advisory was lifted. AWQI# 122302

Incident #2 – Total Coliform Adverse

Date	May 21
Details	Sample result from the Lowry street hydrant was positive for 27 total coliforms.
Corrective Action	Resamples were taken at the hydrant as well as upstream and downstream and the results were zero for E.coli and Total Coliforms. MOECC SAC and MOH were notified. AWQI#123699

Incident #3 – Total Coliform Adverse

Date	June 17
Details	The sample collected at the Haileybury Golf Course was positive for one Total Coliform.
Corrective Action	Resamples were taken and all results were zero. MOECC SAC and MOH were notified. AWQI# 124240



Incident #4 – Spill

Date	July 2
Details	The high level alarm triggered but the level control was still telling the WTP to make water.
Corrective Action	Reservoir was overflowing by the time the operator arrived. Receiver: ditch to storm sewer to Lake Temiskaming (ditch was dry, so spill never reached the lake). Operator shut off pumps and changed the set point of the alarm to signal earlier and the level control is being repaired. Ref#7852-9Y2JBX

7.0 MICROBIOLOGICAL TESTING PERFORMED DURING THE REPORTING PERIOD

Sample Type	Number of Samples	<i>E.coli</i> Results (min to max)	Total Coliform Results (min to max)	Number of HPC Samples	Range of HPC Results (min to max)
Raw	52	<2 to 38	<2 to 670	N/A	N/A
Treated	52	0 to 0	0 to 0	52	<10 to 670
Distribution	166	0 to 0	0 to 27	66	<10 to 20

Maximum Acceptable Concentration (MAC) for *E. coli* = 0 Counts/100 mL

MAC for Total Coliforms = 0 Counts/100 mL

8.0 OPERATIONAL TESTING PERFORMED DURING THE REPORTING PERIOD

Continuous Flow Analyzers in Treatment Process

Parameter	Number of Samples	Range of Results (min to max)	Unit of Measure
Turbidity (Filter 1)	8760	0 to 1	NTU
Turbidity (Filter 2)	8760	0 to 1	NTU
Turbidity (Filter 3)	8760	0 to 1	NTU
Free Chlorine	8760	0.7 to 4.79	mg/L

Note: For continuous monitors use 8760 as the number samples for one year.

Effective backwash procedures, including filter to waste are in place to ensure that the effluent turbidity requirements as described in the Filter Performance Criteria are met all times.

Combined Chlorine Residual in the Distribution System

Number of Samples	Combined Chlorine (min to max)	Unit of Measure	Standard
361	0.14 to 1.96	mg/L	≥ 0.25 and <3.0



Nitrate & Nitrite at the Water Treatment Plant

Date of Sample	Nitrate Result	Nitrite Result	Unit of Measure	Exceedance
January 19	<0.1	<0.05	mg/L	No
April 7	<0.1	<0.05	mg/L	No
July 13	0.2	<0.05	mg/L	No
October 14	0.18	<0.05	mg/L	No

MAC for Nitrate = 10 mg/L

MAC for Nitrite = 1.0 mg/L

Total Trihalomethane in the Distribution System

Date of Sample	THM Result	Unit of Measure	Running Average	Exceedance
January 19	51.2	ug/L	68.5	No
April 7	56.7	ug/L	63.8	No
July 13	85	ug/L	62.6	No
October 14	53.4	ug/L	61.6	No

MAC for Trihalomethanes = 100 ug/L (Four Quarter Running Average)

Lead Data

(Applicable to the following drinking water systems; large municipal residential systems, small, municipal residential systems, and non-municipal year-round residential systems)

The Haileybury Drinking Water System qualified for the ‘Exemption from Plumbing Sampling’ as described in section 15.1-5 (9-10) of Ontario Regulation 170/03. The exemption applies to a drinking water system if; in two consecutive periods at reduced sampling, not more than 10 % of all samples from plumbing exceed the maximum allowable concentration of 10 ug/L for lead. As such, the system was required to test for total alkalinity and pH in two distribution samples collected during the periods of December 15 to April 15 and June 15 to October 15. This testing is required in every 12-month period with lead testing in every third 12-month period.

pH & Alkalinity in the Distribution System

Sample Periods	#of Samples	Lead Results	pH Results (min to max)	Alkalinity Results (min to max)
Dec. 15 to April 15	3	0.30 to 0.41	7.5 to 7.6	37.2 to 38.2 (mg/L)
June 15 to Oct.15	3	n/a	7.2 to 7.5	60.8 to 76.1 (mg/L)

Sample Dates: April 9 & October 14, 2015.

Schedule 23 Inorganic at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	MAC	Exceedance
Antimony	< 0.5	ug/L	6	No
Arsenic	< 1.0	ug/L	25	No



Parameter	Result Value	Unit of Measure	MAC	Exceedance
Barium	8	ug/L	1000	No
Boron	5.9	ug/L	5000	No
Cadmium	< 0.1	ug/L	5	No
Chromium	< 1.0	ug/L	50	No
Mercury	< 0.1	ug/L	1	No
Selenium	< 1.0	ug/L	10	No
Uranium	< 1.0	ug/L	20	No

Sample Date: October 13, 2015

Note: Sample required every 12 months. Next sampling scheduled for October 2016.

Schedule 24 Organic at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	MAC	Exceedance
1,1-Dichloroethylene (vinylidene chloride)	< 0.2	ug/L	14	No
1,2-Dichlorobenzene	< 0.2	ug/L	200	No
1,2-Dichloroethane	< 0.2	ug/L	5	No
1,4-Dichlorobenzene	< 0.2	ug/L	5	No
2,3,4,6-Tetrachlorophenol	< 0.5	ug/L	100	No
2,4,5-Trichlorophenoxy acetic acid (2,4,5-T)	< 0.09	ug/L	280	No
2,4,6-Trichlorophenol	< 0.5	ug/L	5	No
2,4-Dichlorophenol	< 0.2	ug/L	900	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	< 0.08	ug/L	100	No
Alachlor	< 0.5	ug/L	5	No
Aldicarb	< 0.5	ug/L	9	No
Aldrin + Dieldrin	< 0.004	ug/L	0.7	No
Atrazine + N-dealkylated metabolites	< 0.9	ug/L	5	No
Azinphos-methyl	< 0.3	ug/L	20	No
Bendiocarb	< 1.0	ug/L	40	No
Benzene	< 0.2	ug/L	5	No
Benzo(a)pyrene	< 0.005	ug/L	0.01	No
Bromoxynil	< 0.09	ug/L	5	No
Carbaryl	< 1.0	ug/L	90	No
Carbofuran	< 1.0	ug/L	90	No
Carbon Tetrachloride	< 0.2	ug/L	5	No
Chlordane (Total)	< 0.004	ug/L	7	No
Chlorpyrifos	< 0.3	ug/L	90	No
Cyanazine	< 0.3	ug/L	10	No
Diazinon	< 0.3	ug/L	20	No
Dicamba	< 0.08	ug/L	120	No
Dichlorodiphenyl trichloroethane (DDT) + metabolites	< 0.005	ug/L	30	No
Dichloromethane	< 1.0	ug/L	50	No



Parameter	Result Value	Unit of Measure	MAC	Exceedance
Diclofop-methyl	< 0.08	ug/L	9	No
Dimethoate	< 0.3	ug/L	20	No
Dinoseb	< 0.07	ug/L	10	No
Diquat	< 7.0	ug/L	70	No
Diuron	< 5.0	ug/L	150	No
Glyphosate	< 20.0	ug/L	280	No
Heptachlor + Heptachlor Epoxide	< 0.004	ug/L	3	No
Lindane (Total)	< 5.0E-4	ug/L	4	No
Malathion	< 0.3	ug/L	190	No
Methoxychlor	< 0.001	ug/L	900	No
Metolachlor	< 0.2	ug/L	50	No
Metribuzin	< 0.2	ug/L	80	No
Monochlorobenzene	< 0.2	ug/L	80	No
Paraquat	< 1.0	ug/L	10	No
Parathion	< 0.2	ug/L	50	No
Pentachlorophenol	< 0.08	ug/L	60	No
Phorate	< 0.5	ug/L	2	No
Picloram	< 0.2	ug/L	190	No
Polychlorinated Biphenyls (PCB)	< 0.08	ug/L	3	No
Prometryne	< 0.1	ug/L	1	No
Simazine	< 0.3	ug/L	10	No
Temephos	< 20.0	ug/L	280	No
Terbufos	< 0.1	ug/L	1	No
Tetrachloroethylene	< 0.2	ug/L	30	No
Triallate	< 0.2	ug/L	230	No
Trichloroethylene	< 0.2	ug/L	50	No
Trifluralin	< 0.2	ug/L	45	No
Vinyl Chloride	< 0.2	ug/L	2	No

Sample Date: October 13, 2015

Note: Sample required every 12 months. Next sampling scheduled for October 2016.

Inorganic or Organic Parameter(s) that Exceeded Half the Standard Prescribed in Schedule 2 of Ontario Drinking Water Quality Standards

No inorganic or organic parameter(s) listed in Schedule 23 and 24 of Ontario Regulation 170/03 exceeded half the standard found in Schedule 2 of the Ontario Drinking Water Standard (O. Reg.169/03) during the reporting period.

Most Recent Sodium at the Water Treatment Plant

Date of Sample	Number of Samples	Result Value	Unit of Measure	MAC	Exceedance
October 15, 2012	1	22.7	mg/L	20	Yes

Note: Sample required every 60 months. Next sampling scheduled for October 2017.



Most Recent Fluoride at the Water Treatment Plant

Date of Sample	Number of Samples	Result Value	Unit of Measure	MAC	Exceedance
October 15, 2012	1	<0.1	mg/L	1.5	No

Note: Sample required every 60 months. Next sampling scheduled for October 2017.

Summary of Additional Testing Performed in Accordance with a Legal Instrument

No additional sampling and testing was required for the Haileybury Drinking Water System during the 2015 reporting year.



Haileybury Drinking Water System

Schedule 22

2015 SUMMARY REPORT

for MUNICIPALITIES



Schedule 22

SUMMARY REPORTS for MUNICIPALITIES

1.0 INTRODUCTION

Drinking-Water System Name	HAILEYBURY DRINKING WATER SYSTEM
Municipal Drinking Water Licence (MDWL)	218-102 (issued August 26, 2011)
Drinking Water Works Permit (DWWP)	218-202 (issued August 23, 2011)
Permit to Take Water (PTTW)	6133-82TLT7 (issued February 22, 2010)
Reporting Period	January 1, 2015 to December 31, 2015

2.0 REQUIREMENTS THE SYSTEM FAILED TO MEET

According to documentation available to the Ontario Clean Water Agency, the following table lists any requirements the system failed to meet during the 2015 reporting period.

Requirement Failure #1 – Continuous Monitoring

Legislation	O. Reg. 170/03
Requirement(s) the System Failed to Meet	(March 20) Filter #3 turbidity meter recorded incorrect reading for approximately 65 hours.
Corrective Action	The filter was taken off line until it could be replaced.
Status	Filter has been replaced

Requirement Failure #2 – Continuous Monitoring

Legislation	O. Reg. 170/03
Requirement(s) the System Failed to Meet	Treated chlorine residual was not taken every 5 minutes as per the regulation
Corrective Action	There was a power outage and the generator did not start, therefore the chlorine analyzer did not take a reading from 5:02 to 5:12. The Operator was not yet on-site, so a manual reading was not taken. The analyzer read Zero for 10 minutes, but the chlorine did not actually drop to Zero. Both the chlorine residual just prior, and immediately after the false reading of Zero were well within range. There was no reason to believe that the chlorine residual dropped during the power outage. Parts have been ordered to repair the generator.
Status	Resolved



Requirement Failure #3 – Permit to Take Water

Legislation	PTTW # 6133-82TLT7
Requirement(s) the System Failed to Meet	During the calendar year there were 18 exceedances of Permit to Take Water No. 6133-82TLT7. All 18 instances the instantaneous rate was exceeded but not the maximum daily volume.
Corrective Action	All instances were false spikes on start up except 2 that occurred 5-10 minutes after start up and lasted 6 to 8 minutes.
Status	Exceedances continue to be monitored



3.0 SUMMARY OF QUANTITIES & FLOW RATES

The following Water Usage Tables summarize the quantities and flow rates of water taken and produced during the 2015 reporting period, including average monthly volumes, maximum monthly volumes, total monthly volumes and maximum flow rates.

2015 - Monthly Summary of Water Takings from the Source (Lake Temiskaming)

Governed by Permit to Take Water (PTTW) #6133-82TL7, issued February 22, 2010.

Raw Water Usage	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Total Volume (m ³)	95199	87691	99683	104474	105834	103467	90849	80377	76443	72497	58604	52242	1027360
Average Volume (m ³ /day)	3071	3132	3216	3482	3414	3449	2931	2593	2548	2339	1953	1685	2814
Maximum Volume (m ³ /day)	3697	3506	3847	4352	4263	3661	3731	3009	3070	2775	2700	1789	4352
PTTW - Maximum Allowable Volume (m³/day)	6816	6816	6816	6816	6816	6816	6816	6816	6816	6816	6816	6816	6816
Maximum Flow Rate (L/min)	4462	4600	5307	5416	4444	4424	5796	4688	5863	4963	4996	5638	5863
PTTW - Maximum Allowable Flow Rate (L/min)	4733	4733	4733	4733	4733	4733	4733	4733	4733	4733	4733	4733	4733

2015 - Monthly Summary of Treated Water Supplied to the Distribution System

Governed by Municipal Drinking Water Licence #218-102, issued August 26, 2011.

Treated Water Usage	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Total Volume (m ³)	84229	78165	88500	93071	93187	93573	81046	71593	68669	65028	51530	59067	927657
Average Volume (m ³ /day)	2717	2792	2855	3102	3006	3119	2614	2309	2289	2098	1718	1905	2543
Maximum Volume (m ³ /day)	3414	2894	3102	3824	3476	3530	3226	2700	2558	2483	2175	2353	3824
MDWL - Rated Capacity (m³/day)	6820	6820	6820	6820	6820	6820	6820	6820	6820	6820	6820	6820	6820



Flow Monitoring

Municipal Drinking Water Licence (MDWL) #218-102 requires the owner to install a sufficient number of flow measuring devices to permit the continuous measurement and recording of:

- the flow rate and daily volume of water conveyed from the treatment system to the distribution system, and
- the flow rate and daily volume of water conveyed into the treatment system.

The Haileybury drinking water system has two flow meters as listed in the MDWL; one installed to monitor raw water entering the treatment plant and one installed to monitor treated water entering the distribution system. Flow metering devices were calibrated in accordance to manufacturers' specifications on an annual basis and are operating as required.

Comparison of Summary to the Rated Capacity & Flow Rates Approved in the Systems Approval, Licence and Permit

Haileybury DWS' Permit to Take Water (PTTW) #6133-82TLT7 issued February 22, 2010 allows the City of Temiskaming Shores to withdraw water at a maximum flow rate of 4733 L/minute and a maximum total daily volume of 6816 m³/day from Lake Temiskaming. The flow rate was exceeded on 18 instances. They are mostly false spikes on start up. The maximum volume taken of 4352 m³/day was within the compliance limits.

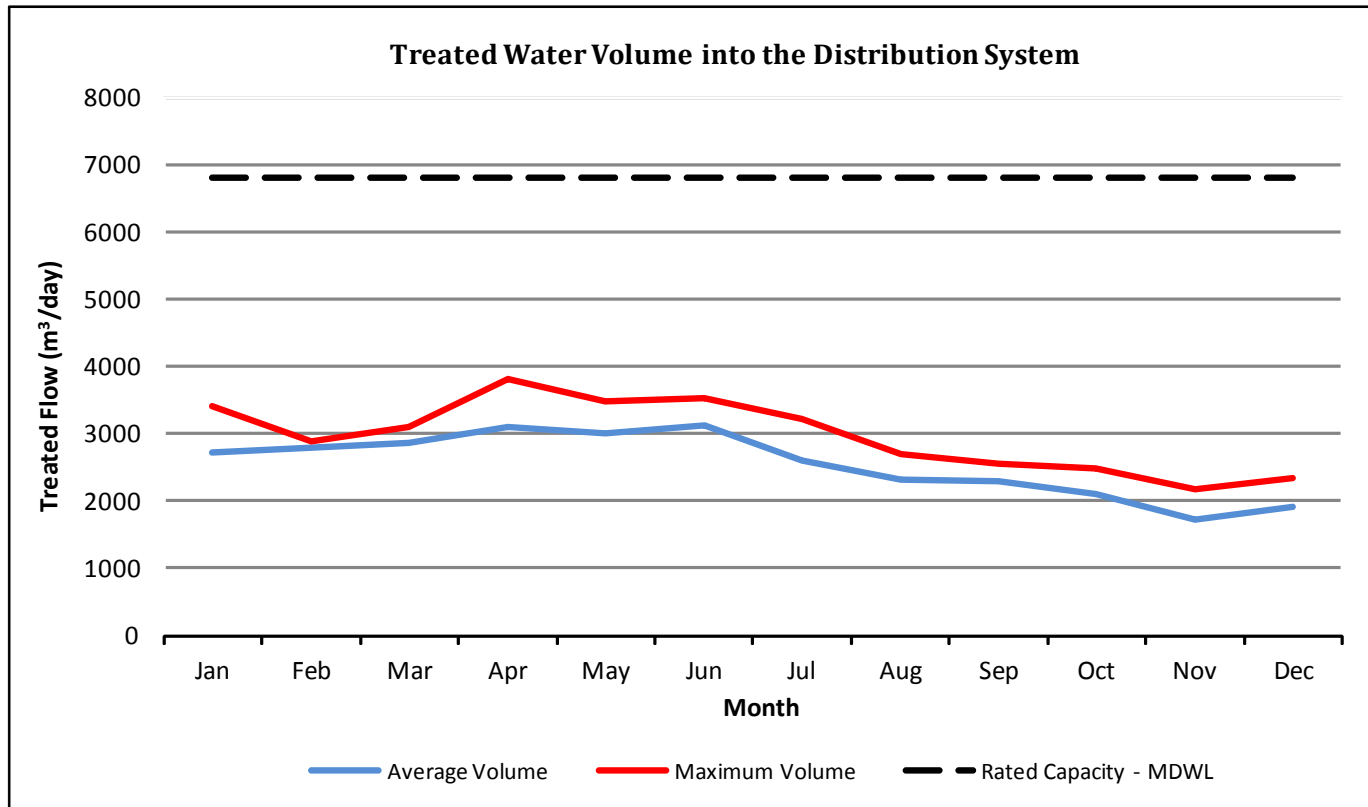
Schedule C, Section 1.1 of the MDWL requires that the maximum daily volume of treated water that flows to the distribution system shall not exceed 6820 m³/day. This rate was not exceeded during the reporting period. The maximum recorded volume was 3824 m³/day which represents approximately 56 % of the rated capacity.

The following table and graph compare the average and maximum flow rates into the distribution system to the approved rated capacity of the system as identified in the MDWL.



2015 - Daily Volume of Treated Water into the Distribution System

Treated Flow	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average Volume (m ³ /day)	2717	2792	2855	3102	3006	3119	2614	2309	2289	2098	1718	1905
Maximum Volume (m ³ /day)	3414	2894	3102	3824	3476	3530	3226	2700	2558	2483	2175	2353
Rated Capacity - MDWL	6820	6820	6820	6820	6820	6820	6820	6820	6820	6820	6820	6820
% Rated Capacity	50	42	45	56	51	52	47	40	38	36	32	35





Summary of System Performance

The following information is provided to enable the Owner to assess the capability of the system to meet existing and future water usage needs:

Rated Capacity of the Plant (MDWL)	6820 m ³ /day	
Average Daily Flow for 2015	2543 m ³ /day	37 % of the rated capacity
Maximum Daily Flow for 2015	3824 m ³ /day	56 % of the rated capacity
Total Treated Water Produced in 2014	727,657 m ³	

4.0 CONCLUSION

The Haileybury Drinking Water System addressed incidents of non-compliance with the regulatory requirements of the Safe Drinking Water Act and its Regulations and the terms and conditions outlined in its specific approval, drinking water works permit and municipal drinking water licence during the reporting period.

The system was able to operate in accordance with the terms and conditions of the Permit to Take Water, with the exception of the flow rate exceedances. It also operated in accordance with the rate capacity of the approval and licence while meeting the community's demand for water use.



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

New Liskeard Drinking Water System

REVISED 2015 ANNUAL/SUMMARY REPORT

Revised on March 8th, 2016 to correct the minimum chlorine residual in the distribution System

Prepared by the Ontario Clean Water Agency
on behalf of the City of Temiskaming Shores



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EXECUTIVE SUMMARY

The 2015 Annual/Summary Report for the New Liskeard Drinking Water System addresses the requirements outlined in Schedule 11 and 22 of the Ontario Drinking Water Systems Regulation (O. Reg. 170/03) under the *Safe Drinking Water Act, 2002*.

The Ontario Clean Water Agency prepares this report on behalf of the City of Temiskaming Shores by February 28 of each year. The report is accessible on-line on the City of Temiskaming Shores website at: <http://www.temiskamingshores.ca/en/municipalservices/WaterSewer.asp> and in hard copy upon request. The availability of the Annual/Summary Report is communicated to the City of Temiskaming Shores's consumers via an ad in the community bulletin and notice at the City Hall.

This report is divided into two sections. Section 11 – Annual Report provides a detailed description of the drinking water system, list of chemicals used, significant expenses incurred, notices of adverse test results, any incidents issued, and a summary of all microbiological and operational testing performed. Also included are drinking water system highlights; the outcome of the most recent Ministry of Environment inspection, the status of the Quality and Environmental Management System, summary of completed work orders, examples of system improvements in 2015 and plans for 2016. Section 12 – Summary Report for Municipalities presents any requirements the system failed to meet. Also included is a summary of quantities and flow rates generated by the drinking water system.

The City of Temiskaming Shores complied with the terms and conditions of all Licences and Permits, Ontario Drinking Water Quality Standards Regulation (O. Reg. 169/03), and the Drinking Water Systems Regulation (O. Reg. 170/03) with the exception of any events detailed in Section 2 of the Summary Report.



INTRODUCTION

Municipalities throughout Ontario are required to comply with Ontario Regulation 170/03 made under the *Safe Drinking Water Act*, 2002. The Act was passed following recommendations made by Commissioner O'Conner after the Walkerton Inquiry. The Act's purpose is to protect human health through the control and regulation of drinking-water systems. O. Reg. 170/03 regulates drinking water testing, use of licensed laboratories, treatment requirements and reporting requirements.

O. Reg. 170/03 requires the owner to produce an Annual Report, under Section 11. This report must include the following:

1. Description of system and chemical(s) used
2. Summary of any adverse water quality reports and corrective actions
3. Summary of all required testing
4. Description of any major expenses incurred to install, repair or replace equipment

This Annual Report must be completed by February 28 of each year.

The regulation also requires a Summary Report which must be presented and accepted by Council by March 31 of each year for the preceding calendar year reporting period.

The report must list the requirements of the Act, its regulations, the system's Drinking Water Works Permit (DWWP), Municipal Drinking Water Licence (MDWL), Certificate of Approval (if applicable), and any Provincial Officer Order the system failed to meet during the reporting period. The report must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.

The *Safe Drinking Water Act*, 2002 and the drinking water regulations can be viewed at the following website: <http://www.e-laws.gov.on.ca>.

To enable the Owner to assess the rated capacity of their system to meet existing and future planned water uses, the following information is also required in the report.

1. A summary of the quantities and flow rates of water supplied during the reporting period, including the monthly average and the maximum daily flows.
2. A comparison of the summary to the rated capacity and flow rates approved in the systems approval, drinking water works permit or municipal drinking water licence or a written agreement if the system is receiving all its water from another system under an agreement.

The two reports have been combined and presented to council as the 2015 Annual/Summary Report.

A large, stylized graphic of a blue wave or sun-like shape, composed of several thick, curved bands, occupies the right side of the page. It is light blue and has a soft, water-like appearance.

New Liskeard Drinking Water System

Section 11

2015 ANNUAL REPORT
for MUNICIPALITIES



Section 11

ANNUAL REPORT

1.0 INTRODUCTION

Drinking-Water System Name	NEW LISKEARD DRINKING WATER SYSTEM
Drinking-Water System Number	220000344
Drinking-Water System Owner	The Corporation of the City of Temiskaming Shores
Drinking-Water System Category	Large Municipal, Residential System
Reporting Period	January 1, 2015 to December 31, 2015

Does your Drinking-Water System serve more than 10,000 people? No

Is your annual report available to the public at no charge on a web site on the Internet?

Yes at: <http://www.temiskamingshores.ca/en/municipalservices/WaterSewer.asp>

Location where Report required under O. Reg. 170/03 Schedule 22 will be available for inspection:

City of Temiskaming Shores
325 Farr Drive, P.O. Box 2050
Haileybury, ON P0J 1K0

Drinking-Water Systems that receive drinking water from the New Liskeard Drinking Water System

The New Liskeard Drinking Water System provides all of its drinking water to the community of New Liskeard within the City of Temiskaming Shores.

The Annual Report was not provided to any other Drinking Water System owners

The Ontario Clean Water Agency prepared the 2015 Annual Report for the New Liskeard Drinking Water System and provided a copy to the system owner; the City of Temiskaming Shores. The New Liskeard Drinking Water System is a stand-alone system that does not receive water from or send water to another system.

Notification to system users that the Annual Report is available for viewing is accomplished through:

- Public access/notice via the web
- Public access/notice via Government Office
- Public access/notice via a community bulletin



2.0 DESCRIPTION OF THE DRINKING WATER SYSTEM

The New Liskeard Drinking Water System is owned by The Corporation of the City of Temiskaming Shores. The treatment system is operated by the Ontario Clean Water Agency (OCWA) and the distribution system is operated by the City of Temiskaming Shores Public Works Department. This subject system is not interconnected to any other drinking-water systems owned by different owners.

The New Liskeard water treatment plant, located at 301 McCamus Avenue is a ground water drinking water system that services the community of New Liskeard. This groundwater system consists of two main production wells; Well 3 and Well 4. Well 3 is a 54.9 m deep drilled well equipped with a vertical turbine pump rated at 2700 L/min. The well is housed in a secure building located directly across from the water plant. Well 4 is a 54.9 m deep drilled well also equipped with a vertical turbine pump rated at 2700 L/min. This well is located inside the water treatment plant building. There is approximately 23 m of low permeability clay between the ground surface and the aquifer protecting the groundwater from surface spills.

Both wells supply raw water to individual treatment units inside the iron removal plant. Raw water from Well 3 is directed to the pressurized filter 1, while the raw water from Well 4 is directed to pressurized filter 2. Each filter consists of gravel and anthrafilt, has an area of 25.8 m², a rated capacity of 3928 m³/d, and is continuously monitored for turbidity. The two pressurized filters are manually backwashed, based on headloss. The backwash wastewater is discharged into the municipal sanitary sewage system which flows to the New Liskeard Lagoon.

Prior to filtration, compressed air is added to the well water to oxidize iron. Chlorine gas is then added to the water to aid the oxidation process and precipitate the iron. After filtration, the process water is re-chlorinated and directed into a contact tank comprised of two clearwells. The clearwells are located directly below the water treatment plant and have a total storage capacity of 271 m³. The baffles in the clearwell help to ensure sufficient chlorine contact time. This is continuously monitored by a chlorine analyzer to ensure adequate disinfection before water enters the distribution system. The two clearwells are connected via an isolation valve to enable either clearwell to be drained for maintenance without compromising a continuous supply of water to users.

Two high lift pumps, each rated at 3272 L/min, direct the treated water from the contact tank to the Shepherdson Road reservoir which has a storage capacity of 1818 m³. Three booster pumps, two electric and one diesel, supply water to pressure zones 2 and 3 in the system. A secondary disinfection system is in place at the reservoir using sodium hypochlorite to boost the chlorine levels leaving the reservoir if required.

An emergency stand-by power generator is available at the Well 3 pumphouse to ensure continued operation of the water supply treatment and facility during a power outage. A 100 kW diesel generator was installed at the Shepherdson Street Reservoir.



Based on the number of service connections, the New Liskeard Drinking Water System is classified as a Large Municipal Drinking Water System. This includes approximately 4900 serviced residents and commercial properties.

3.0 LIST OF WATER TREATMENT CHEMICALS USED OVER THE REPORTING PERIOD

The following chemicals were used in the New Liskeard Drinking Water System treatment process:

- Chlorine Gas – Primary Disinfection
- Sodium Hypochlorite – Secondary Disinfection

All treatment chemicals are NSF/ANSI approved.

4.0 SIGNIFICANT EXPENSES INCURRED TO THE DRINKING WATER SYSTEM

The following work was completed in 2015:

- New Master Control Center installed at the reservoir
- PLC upgrades completed
- Radio communication installed
- New Generator at the reservoir
- New pumps for Well #3 and #4

All routine maintenance functions were accomplished through OCWA's comprehensive Workplace Management computerized work order system.

5.0 DRINKING WATER SYSTEM HIGHLIGHTS

The New Liskeard Drinking Water System (DWS) provides safe and reliable drinking water to the residents of New Liskeard within the City of Temiskaming Shores. On an annual basis the Ministry of Environment (MOE) performs an inspection of municipal drinking water systems to assess compliance with the regulations. The MOE conducted the annual inspections of the New Liskeard DWS on October 21, 2014. The inspections included a physical assessment of the water treatment plant and a document review for the period of November 7, 2013 to November 12, 2014. The inspection report received a compliance rating of 98.85 %. There was one non-compliance which had already been resolved. An inspection was not completed in 2015 due to change in MOE inspectors.



A Quality and Environmental Management System (QEMS) has been implemented for the New Liskeard DWS. This provincially mandated standard requires municipalities to develop and maintain a quality management system to ensure consistent water quality now and into the future. The external surveillance audit from SAI-Global was completed on April 8, 2015, no non-conformances were found.

OCWA uses a computerized work order system called Hansen to schedule equipment maintenance activities and capture details of work performed. This information is valuable to assess equipment operation, locate equipment specifications and track any additional maintenance completed or required.

A list of suggested drinking water system improvements for 2016 was submitted to the City of Temiskaming Shores in November 2015. This list includes the following;

- replace existing iron removal filters
- temperature probe
- insulate piping
- hot water tank
- automate backwash sequence
- chlorine room prep for twinning of systems
- fence around WTP and well #3
- install gas heating at reservoir

6.0 DETAILS ON NOTICES OF ADVERSE TEST RESULTS AND OTHER PROBLEMS REPORTED TO & SUBMITTED TO THE SPILLS ACTION CENTER

Loss of Pressure and Boil Water Advisory on September 29 - Water to entire distribution system was turned off from 12:00am to 3:00pm in order for maintenance to be done to the reservoir. THU issued a Boil Water Advisory prior to work being done. Upon completion of the maintenance work, disinfection was increased and water mains were flushed. Two sets of 10 samples were taken 24 hours apart. Both sets of samples came back Non-detect for Total Coliforms and E.coli. BWA was lifted.

Low Distribution Chlorine Residual on October 16 - AWQI # 126928. A distribution sample was taken at 399 Radley Hill Rd (Manitoulin Transport) and tested for chlorine. The chlorine residual was 0.0 mg/L. Another chlorine residual was taken upstream at the closest available location (MD Transport 581 Barr Drive) and the chlorine residual there was 0.38 mg/L. The operator flushed the end of the line (Hydrant behind Manitoulin Transport). Within half an hour, the residual was up to 0.74 mg/L. MOH notified

7.0 MICROBIOLOGICAL TESTING PERFORMED DURING THE REPORTING PERIOD



Sample Type	Number of Samples	<i>E.coli</i> Results (min to max)	Total Coliform Results (min to max)	Number of HPC Samples	Range of HPC Results (min to max)
Raw – Well 3	52	<1 to <1	<1 to 2	N/A	N/A
Raw – Well 4	52	<1 to <1	<1 to 52	N/A	N/A
Treated	52	<1 to <1	<1 to <1	52	<10 to 60
Distribution	158	0 to 0	0 to 0	52	<10 to 30

Maximum Acceptable Concentration (MAC) for *E. coli* = 0 Counts/100 mL

MAC for Total Coliforms = 0 Counts/100 mL

8.0 OPERATIONAL TESTING PERFORMED DURING THE REPORTING PERIOD

Turbidity in the Raw Water

Parameter	Number of Samples	Range of Results (min to max)	Unit of Measure
Turbidity – Well 3	46	0.10 to 3.79	NTU
Turbidity – Well 4	46	0.18 to 2.62	NTU

Continuous Flow Analyzers in Treatment Process

Parameter	Number of Samples	Range of Results (min to max)	Unit of Measure
Free Chlorine	8760	0.35 to 3.76	mg/L

Note: For continuous monitors use 8760 as the number samples for one year.

Free Chlorine Residual in the Distribution System

Number of Samples	Free Chlorine (min to max)	Unit of Measure	Standard
366	0.00* to 1.42	mg/L	≥ 0.05

Note: Four (4) chlorine residual samples are collected one day and three (3) on a second day of each week. The sample sets must be collected at least 48-hours apart and samples collected on the same day must be from different locations.

*See section 6.0 – Details on Notices of Adverse test Results

Nitrate & Nitrite at the Water Treatment Plant

Date of Sample	Nitrate Result	Nitrite Result	Unit of Measure	Exceedance
January 19	<0.1	<0.05	mg/L	No
April 7	<0.1	<0.05	mg/L	No
July 13	<0.1	<0.05	mg/L	No
October 13	<0.1	<0.05	mg/L	No

MAC for Nitrate = 10 mg/L

MAC for Nitrite = 1.0 mg/L



Total Trihalomethane in the Distribution System

Date of Sample	THM Result	Unit of Measure	Running Average	Exceedance
January 19	28.3	ug/L	32.4	No
April 7	25.9	ug/L	30.7	No
July 13	36.9	ug/L	29.2	No
October 13	32.1	ug/L	30.8	no

MAC for Trihalomethanes = 100 ug/L (Four Quarter Running Average)

Lead Data

(Applicable to the following drinking water systems; large municipal residential systems, small, municipal residential systems, and non-municipal year-round residential systems)

The New Liskeard Drinking Water System qualified for the ‘Exemption from Plumbing Sampling’ as described in section 15.1-5 (9-10) of Ontario Regulation 170/03. The exemption applies to a drinking water system if; in two consecutive periods at reduced sampling, not more than 10 % of all samples from plumbing exceed the maximum allowable concentration of 10 ug/L for lead. As such, the system was required to test for total alkalinity and pH in two distribution samples collected during the periods of December 15 to April 15 and June 15 to October 15. This testing is required in every 12-month period with lead testing in every third 12-month period.

pH & Alkalinity in the Distribution System

Sample Periods	# of Samples	Lead Result (min to max)	pH Results (min to max)	Alkalinity Results (mg/L) (min to max)
December 15 to April 15	3	<0.1 to 0.26	7.32 to 7.42	199 to 207
June 15 to October 15	3	0.19 to 1.36	7.1 to 7.3	205 to 208

Sample Dates: April 9 and October 14, 2015.

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Schedule 23 Inorganic Data at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	MAC	Exceedance
Antimony	<0.5	ug/L	6	No
Arsenic	<1	ug/L	25	No
Barium	111	ug/L	1000	No
Boron	117	ug/L	5000	No
Cadmium	<0.1	ug/L	5	No
Chromium	2.8	ug/L	50	No
Mercury	<0.1	ug/L	1	No
Selenium	<1	ug/L	10	No
Uranium	<1	ug/L	20	No

Sample Date: October 4, 2014.

Note: Sample required every 36 months. Next sampling scheduled for October 2017.



Schedule 24 Organic Data at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	MAC	Exceedance
Alachlor	<0.5	ug/L	5	No
1,1-Dichloroethylene (vinylidene chloride)	<0.2	ug/L	14	No
1,2-Dichlorobenzene	<0.2	ug/L	200	No
1,2-Dichloroethane	<0.2	ug/L	5	No
1,4-Dichlorobenzene	<0.2	ug/L	5	No
2,3,4,6-Tetrachlorophenol	<0.6	ug/L	100	No
2,4,5-Trichlorophenoxy acetic acid (2,4,5-T)	<0.06	ug/L	280	No
2,4,6-Trichlorophenol	<0.6	ug/L	5	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	<0.2	ug/L	100	No
2-4 Dichlorophenol	<0.6	ug/L	900	No
Aldicarb	<0.6	ug/L	9	No
Aldrin + Dieldrin	<0.004	ug/L	0.7	No
Atrazine + N-dealkylated metabolites	<0.9	ug/L	5	No
Azinphos-methyl	<0.4	ug/L	20	No
Bendiocarb	<1.0	ug/L	40	No
Benzene	<0.2	ug/L	5	No
Benzo(a)pyrene	<0.009	ug/L	0.01	No
Bromoxynil	<0.6	ug/L	5	No
Carbaryl	<1.0	ug/L	90	No
Carbofuran	<1.0	ug/L	90	No
Carbon Tetrachloride	<0.2	ug/L	5	No
Chlordane (Total)	<0.004	ug/L	7	No
Chlorpyrifos	<0.4	ug/L	90	No
Cyanazine	<0.4	ug/L	10	No
Diazinon	<0.4	ug/L	20	No
Dicamba	<0.2	ug/L	120	No
Dichlorodiphenyl trichloroethane (DDT) + metabolites	<0.005	ug/L	30	No
Dichloromethane	<1.0	ug/L	50	No
Diclofop-methyl	<0.2	ug/L	9	No
Dimethoate	<0.4	ug/L	20	No
Dinoseb	<0.06	ug/L	10	No
Diquat	<7.0	ug/L	70	No
Diuron	<6.0	ug/L	150	No
Glyphosate	<20.0	ug/L	280	No
Heptachlor + Heptachlor Epoxide	<0.004	ug/L	3	No
Lindane (Total)		ug/L	4	No
Malathion	<0.4	ug/L	190	No
Methoxychlor	<0.001	ug/L	900	No
Metolachlor	<0.2	ug/L	50	No
Metribuzin	<0.2	ug/L	80	No



Parameter	Result Value	Unit of Measure	MAC	Exceedance
Monochlorobenzene	<0.2	ug/L	80	No
Paraquat	<1.0	ug/L	10	No
Parathion	<0.2	ug/L	50	No
Pentachlorophenol	<0.6	ug/L	60	No
Phorate	<0.4	ug/L	2	No
Picloram	<0.06	ug/L	190	No
Polychlorinated Biphenyls (PCB)	<0.05	ug/L	3	No
Prometryne	<0.2	ug/L	1	No
Simazine	<0.4	ug/L	10	No
Temephos	<20.0	ug/L	280	No
Terbufos	<0.2	ug/L	1	No
Tetrachloroethylene	<0.2	ug/L	30	No
Triallate	<0.2	ug/L	230	No
Trichloroethylene	<0.2	ug/L	50	No
Trifluralin	<0.2	ug/L	45	No
Vinyl Chloride	<0.2	ug/L	2	No

Sample Date: October 14, 2014.

Note: Sample required every 36 months. Next sampling scheduled for October 2017.

Inorganic or Organic Parameter(s) that Exceeded Half the Standard Prescribed in Schedule 2 of Ontario Drinking Water Quality Standards

No inorganic or organic parameter(s) listed in Schedule 23 and 24 of Ontario Regulation 170/03 exceeded half the standard found in Schedule 2 of the Ontario Drinking Water Standard (O. Reg.169/03) during the reporting period.

Most Recent Sodium Data at the Water Treatment Plant

Date of Sample	Number of Samples	Result Value	Unit of Measure	MAC	Exceedance
October 7, 2014	1	16.2	mg/L	20	Yes

Note: Sample required every 60 months. Next sampling scheduled for October 2019.

Most Recent Fluoride Data at the Water Treatment Plant

Date of Sample	Number of Samples	Result Value	Unit of Measure	MAC	Exceedance
October 7, 2014	1	0.76	mg/L	1.5	No

Note: Sample required every 60 months. Next sampling scheduled for October 2019.

Additional Testing Performed in Accordance with a Legal Instrument

No additional sampling and testing was required for the New Liskeard Drinking Water System during the 2015 reporting year.



New Liskeard Drinking Water System

Schedule 22

2015 SUMMARY REPORT

for MUNICIPALITIES



Schedule 22

SUMMARY REPORTS for MUNICIPALITIES

1.0 INTRODUCTION

Drinking-Water System Name	NEW LISKEARD DRINKING WATER SYSTEM
Municipal Drinking Water Licence (MDWL)	218-103 (issued August 26, 2011)
Drinking Water Works Permit (DWWP)	218-203 (issued August 23, 2011)
Permit to Take Water (PTTW)	0051-6XGNZX (issued January 15, 2007)
Reporting Period	January 1, 2015 to December 31, 2015

2.0 REQUIREMENTS THE SYSTEM FAILED TO MEET

Incident #1 – Missed Sampling

Legislation	Reg. 170/03
Requirement(s) the System Failed to Meet	Data from the flow meters and chlorine analyzers was not recorded as required approximately one hour: When operators turned off the power to the PLC to complete upgrades they did not realize that some of the equipment was powered through the PLC and the equipment was accidentally turned off to the flow meters and the chlorine analyzer from approximately 11:30 to 12:30. The chart recorders were also down during this time. Data prior to the loss of power and after it was restored was good and there were no operational upsets so there is no reason to believe disinfection was lost at anytime during the time in question. Power was restored and monitoring equipment working, MOE notified.
Corrective Action	Power was restored and monitoring equipment working, MOE notified.
Status	Resolved



3.0 SUMMARY OF QUANTITIES & FLOW RATES

The following Water Usage Tables summarize the quantities and flow rates of water taken and produced during the 2015 reporting period, including average monthly volumes, maximum monthly volumes, total monthly volumes and maximum flow rates.

2015 - Monthly Summary of Water Takings from the Source (Well 3)

Governed by Permit to Take Water (PTTW) #0051-6XGNZX, issued January 15, 2007.

Raw Water Usage	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Total Volume (m ³)	47178	45000	53440	45080	41114	46444	43304	43926	35634	50568	43635	40010	535335
Average Volume (m ³ /day)	1522	1607	1724	1554	1326	1548	1397	1417	1188	1631	1455	1291	1470
Maximum Volume (m ³ /day)	3079	3269	3507	3350	3168	3339	3334	2853	2005	2573	2478	2011	3507
PTTW - Maximum Allowable Volume (m³/day)	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Maximum Flow Rate (L/min)	2840	2816	2791	3235	3448	2899	2719	2953	2720	2866	2840	2857	3448
PTTW - Maximum Allowable Flow Rate (L/min)	4500	4500	4500	4500	4500	4500	4500	4500	4500	4500	4500	4500	4500



2015 - Monthly Summary of Water Takings from the Source (Well 4)

Governed by Permit to Take Water (PTTW) #0051-6XGNZX, issued January 15, 2007.

Raw Water Usage	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Total Volume (m ³)	47115	44608	56954	51196	52701	47727	62988	46119	44628	41063	38862	36047	570009
Average Volume (m ³ /day)	1520	1593	1837	1707	1757	1591	2032	1488	1488	1325	1295	1163	1566
Maximum Volume (m ³ /day)	3232	3296	3502	3280	3296	3291	3533	2546	2544	1544	1696	1594	3533
PTTW - Maximum Allowable Volume (m³/day)	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000	4000
Maximum Flow Rate (L/min)	2722	2725	2755	2747	2780	2778	2787	2778	2786	2779	2766	2777	2787
PTTW - Maximum Allowable Flow Rate (L/min)	4500	4500	4500	4500	4500	4500	4500	4500	4500	4500	4500	4500	4500

2015 - Monthly Summary of Treated Water Supplied to the Distribution System

Governed by Municipal Drinking Water Licence #218-103, issued August 26, 2011.

Treated Water Usage	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Total Volume (m ³)	94451	89733	110463	96941	93848	110618	106069	89815	78929	91771	82430	75743	1120812
Average Volume (m ³ /day)	3047	3205	3563	3231	3027	3073	3422	2897	2631	2960	2748	2443	3021
Maximum Volume (m ³ /day)	3487	3539	4045	5594	3724	3723	4504	3609	3949	3640	3739	3282	5594
MDWL - Rated Capacity (m³/day)	7865	7865	7865	7865	7865	7865	7865	7865	7865	7865	7865	7865	7865



Flow Monitoring

Municipal Drinking Water Licence (MDWL) #218-103 requires the owner to install a sufficient number of flow measuring devices to permit the continuous measurement and recording of:

- the flow rate and daily volume of water conveyed from the treatment system to the distribution system, and
- the flow rate and daily volume of water conveyed into the treatment system.

The New Liskeard drinking water system has three flow meters as listed in the MDWL; one installed to monitor raw water entering the treatment plant from each well and one installed to monitor treated water entering the distribution system. Flow metering devices were calibrated in accordance to manufacturers' specifications on an annual basis and are operating as required.

Comparison of Summary to the Rated Capacity & Flow Rates Approved in the Systems Approval, Licence and Permit

New Liskeard DWS' Permit to Take Water (PTTW) # 0051-6XGXZX, issued January 15, 2007 allows the City of Temiskaming Shores to withdraw water at a maximum volume of 4000 m³ from Well 3 and Well 4. A review of the raw water flow data indicates that the maximum water taking from Well 3 was 3507 m³ and Well 4 was 3533 m³. The PTTW also allows a maximum rate of taking of 4500 L/min from each well. The maximum rate on Well 3 was 3448 L/min and Well 4 was 2787 L/min. These rates were all within the required limits.

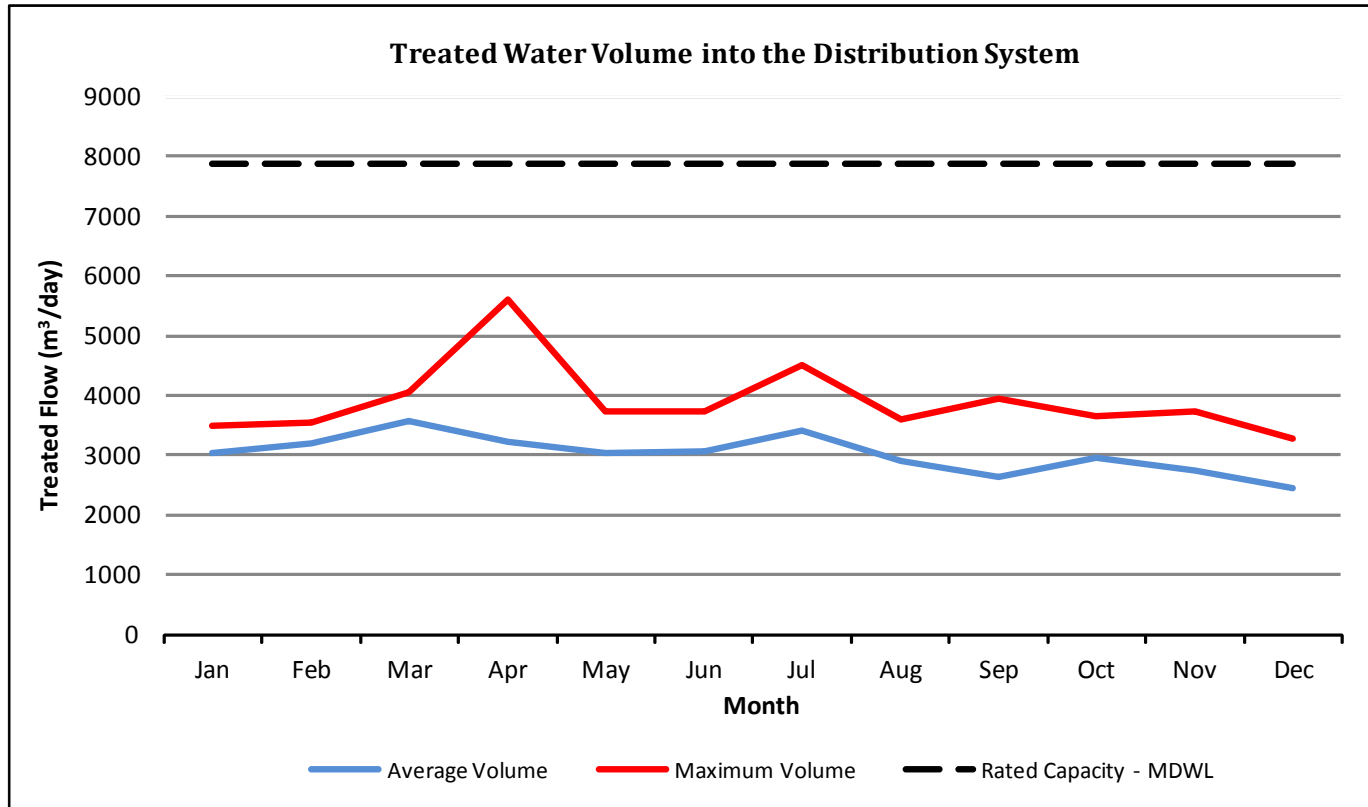
The MDWL requires that the maximum daily volume of treated water that flows to the distribution system shall not exceed 7865 m³/day. This rate was not exceeded during the reporting period. The maximum recorded volume was 5594 m³/day which represents approximately 71 % of the rated capacity.

The following table and graph compare the average and maximum flow rates into the distribution system to the approved rated capacity of the system as identified in the MDWL.



2015 - Daily Volume of Treated Water into the Distribution System

Treated Flow	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average Volume (m ³ /day)	3047	3205	3563	3231	3027	3073	3422	2897	2631	2960	2748	2443
Maximum Volume (m ³ /day)	3487	3539	4045	5594	3724	3723	4504	3609	3949	3640	3739	3282
Rated Capacity - MDWL	7865	7865	7865	7865	7865	7865	7865	7865	7865	7865	7865	7865
% Rated Capacity	44	45	51	71	47	47	57	46	50	46	48	42





Summary of System Performance

The following information is provided to enable the Owner to assess the capability of the system to meet existing and future water usage needs:

Rated Capacity of the Plant (MDWL)	7865 m ³ /day	
Average Daily Flow for 2015	3021 m ³ /day	38 % of the rated capacity
Maximum Daily Flow for 2015	5594 m ³ /day	71 % of the rated capacity
Total Treated Water Produced in 2015	1,120,812 m ³	

4.0 CONCLUSION

The New Liskeard Drinking Water System addressed incidents of non-compliance with the regulatory requirements of the Safe Drinking Water Act and its Regulations and the terms and conditions outlined in its specific approval, drinking water works permit and municipal drinking water licence during the reporting period.

The system was able to operate in accordance with the terms and conditions of the Permit to Take Water and in accordance with the rate capacity of the approval and licence while meeting the community's demand for water use.

Subject: Equipment Rental – Spring Ditching

Report No.: PW-012-2016

Agenda Date: March 15, 2016

Attachments

Appendix 01: Opening Results Summary

Appendix 02: Draft Agreement

Appendix 03: Form of Tender, Appendix 01 to Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-012-2016;
2. That as outlined in Section 3.5 of the City's Purchasing Policy, Council approves the award of the Equipment Rental – Excavator for Snow Ditching contract to *James Lathem Excavating Limited* at the rate of \$96.00 per hour plus HST and a total of \$2,360 plus HST for 5 float moves in each designated area; and
3. That Council directs staff to prepare the necessary by-law and agreement for consideration at the March 15, 2016 Regular Council meeting.

Background

Each year the City of Temiskaming Shores procures the services of qualified owner / operators for the supply and operation of a track mounted excavator to assist in snow ditching operations at various locations within the City of Temiskaming Shores.

The work involves the removal of accumulated snow and ice from drainage ditches and channels prior to spring thaw to assist with flood control within the limits of the City of Temiskaming Shores. The work assignments and locations are directed by the Transportation Superintendent or his designate, as and where required, with an estimated 120 hours of work being required. The Contractor is approximately 40 hours of work in each of the three former areas and the excavated material is cast near the work location and requires little to no transportation from the work site. The Contractor is also required to provide equipment suitable to move the excavator between work locations as required.

The Tender documents were prepared and Tender PWO-RFT-001-2016 was distributed to previous and known potential bidders for the supply of a track mounted excavator as well as a means of transporting the equipment between work locations to meet the needs of the Department. Closing date was set at 2:00 p.m. on Tuesday March 1st, 2016.

Analysis

Four (4) responses to the tender request were received by the closing date.

Bidder	Tendered Prices per Unit						Total
	Area #1 – Dym.		Area #2 - NL		Area #3 – Hlby.		
	Excavator	Float	Excavator	Float	Excavator	Float	
Demora	\$120/Hr	\$550/Wk	\$120/Hr	\$550/Wk	\$120/Hr	\$550/Wk	\$16,050
Miron	\$120/Hr	\$500/Wk	\$ 120/Hr	\$500/Wk	\$ 120/Hr	\$500/Wk	\$15,900
Pedersen	\$120/Hr	\$1000/Wk	\$120/Hr	\$1000/Wk	-	-	\$11,600*
Lathem	\$96/Hr	\$885/Wk	\$96/Hr	\$885/Wk	\$ 96/Hr	\$590/Wk	\$13,880

***No Price for Haileybury Area.**

James Lathem Excavating Limited has provided rental equipment to the City of Temiskaming Shores on several occasions and has demonstrated the ability to successfully complete work as intended.

The tenders were analysed for errors and/or omissions. As noted above, Pedersen Const. did not provide a quotation for the Haileybury area all other information was provided by each contractor. The process for obtaining competitive pricing was in keeping with the City's Purchasing Policy (By-Law 2009-012, as amended).

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

Costs associated with this work in comparable to those obtained for similar work in previous years and staffing implications related to this matter are limited to normal administrative functions and duties.

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and submitted for Council's consideration by:

"Original signed by"

"Original signed by"

G. Douglas Walsh, CET
 Director of Public Works

Christopher W. Oslund
 City Manager

Document Title: **PW-RFT-001-2016**

Opening Date: **March 1, 2016**

Inquiry Contact: **Doug Walsh**

Opening Time: **2:00 pm**

Description: **Excavator Rental - Ditching**

Form of Proposal

Bidder: PEDERSEN CONSTRUCTION

Area 1 – Dymond Twp.	
Float (5 moves) – L.S.:	1,000 ⁰⁰
Hourly Rate (Excavator):	120 ⁰⁰ /hr
Area 2 – New Liskeard	
Float (5 moves) – L.S.:	1,000 ⁰⁰
Hourly Rate (Excavator):	120 ⁰⁰ /hr
Area 3 – Haileybury	
Float (5 moves) – L.S.:	↘
Hourly Rate (Excavator):	

Bidder: JAMES LATHAM

Area 1 – Dymond Twp.	
Float (5 moves) – L.S.:	885 ⁰⁰
Hourly Rate (Excavator):	96 ⁰⁰ /hr
Area 2 – New Liskeard	
Float (5 moves) – L.S.:	885 ⁰⁰
Hourly Rate (Excavator):	96 ⁰⁰ /hr
Area 3 – Haileybury	
Float (5 moves) – L.S.:	590 ⁰⁰
Hourly Rate (Excavator):	96 ⁰⁰ /hr

Bidder: A. MIRON TOPSOIL

Area 1 – Dymond Twp.	
Float (5 moves) – L.S.:	500 ⁰⁰
Hourly Rate (Excavator):	120 ⁰⁰ /hr
Area 2 – New Liskeard	
Float (5 moves) – L.S.:	500 ⁰⁰
Hourly Rate (Excavator):	120 ⁰⁰ /hr
Area 3 – Haileybury	
Float (5 moves) – L.S.:	500 ⁰⁰
Hourly Rate (Excavator):	120 ⁰⁰ /hr

Bidder: DEMORA CONSTRUCTION

Area 1 – Dymond Twp.	
Float (5 moves) – L.S.:	550 ⁰⁰
Hourly Rate (Excavator):	120 ⁰⁰ /hr
Area 2 – New Liskeard	
Float (5 moves) – L.S.:	550 ⁰⁰
Hourly Rate (Excavator):	120 ⁰⁰ /hr
Area 3 – Haileybury	
Float (5 moves) – L.S.:	550 ⁰⁰
Hourly Rate (Excavator):	120 ⁰⁰ /hr

Comment : Submissions will be reviewed for errors, omissions and accuracy by municipal staff prior to any awarding. Subsequently bidders will be informed of the results.

In Attendance:

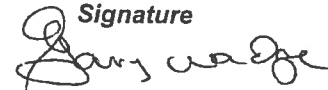
Print Name

Representing

Signature

GARY WADGE

CITY OF T.S.



Matthew McLaren

Demora

Doug Walsh

CITY OF T.S.



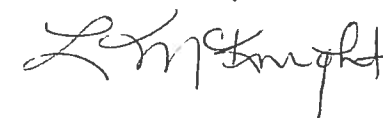
DAVE TREEN

" " "



LINDA MCKNIGHT

" "



The Corporation of the City of Temiskaming Shores
By-law No. 2016-000

Being a by-law to enter into an agreement with James
Lathem Excavating Limited for the Rental of a Track
Mounted Excavator for snow ditching within the City of
Temiskaming Shores

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to responds 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-012-2016 at the March 15th, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with James Lathem Excavating Limited for the Rental of a Track Mounted Excavator for consideration at the March 15, 2016 Regular Council meeting;

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

1. That Council authorizes the entering into an agreement with James Lathem Excavating Limited for the Rental of Track Mounted Excavator at the following rates plus applicable taxes:

Area No. 1 – Dym		Area No. 2 – N.L.		Area No. 3 – Hlby	
Excavator	5 Floats	Excavator	5 Floats	Excavator	5 Floats
\$96 / hr	\$885 / wk	\$ 96 / hr	\$855 / wk	\$96 / hr	\$590 / wk

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 minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 15th day of March, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law 2016-000

Agreement between

The Corporation of the City of Temiskaming Shores

and

James Lathem Excavating Limited

for the Rental of a Track Mounted Excavator c/w Float
Service for Snow Ditching

This agreement made in duplicate this 15th day of March 2016.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called “the Owner”)

and

James Lathem Excavating 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 Contract Documents entitled:

**Corporation of the City of Temiskaming Shores
Equipment Rental – Track Mounted Excavator
Tender No. PWO-RFT-001-2016**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents attached hereto as Appendix 01 and forming part of this agreement, and
- c) Complete, as certified by the Director, all the work by **May 31st, 2016.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services at the following rates plus applicable taxes:

Area No. 1 – Dym		Area No. 2 – N.L.		Area No. 3 – Hilby	
Excavator	5 Floats	Excavator	5 Floats	Excavator	5 Floats
\$96 / hr	\$885 / wk	\$ 96 / hr	\$855 / wk	\$96 / hr	\$590 / wk

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:

James Lathem Excavating Limited
P.O. Box 176
North Cobalt, Ontario
P0J 1R0

The Owner:

City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Director:

The Director of Public Works
City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

Remainder of 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)

James Lathem Excavating Limited

Contractor's Seal)
(if applicable))

President – Al Jenkins

Witness
Print Name: _____
Title: _____

Municipal Seal)

**Corporation of the City of
Temiskaming Shores**

Mayor – Carman Kidd

Clerk – David B. Treen



Appendix 01 to
Schedule "A" to

By-law No. 2016-000

Form of Agreement

Form of Tender

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Tender. I/We understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labour, apparatus and documentation as are required to satisfy this Tender.

NOTE: All portions of "Form of Tender" must be accurately and completely filled out.

Section 1

AREA 1 – DYMOND TWP. APPROXIMATELY 40 HOURS					
Item	Description	Make and Model and Manufactured Date	Minimum Operating Weight	Unit	Rate, \$
1	Equipment move, based on 5 moves over 40 hour period. (1 move every 8 hours)	2012 Western Star & 2013 Eager Beaver 60 Ton Float		Lump Sum TOTAL for 5 moves	\$885
2	Excavation time, per hour based on 1 hour	2009 200LC Komatsu Excavator	23,000kg	Per Hour	\$96

Page 1 of 8 to be submitted

AREA 2 – NEW LISKEARD APPROXIMATELY 40 HOURS					
Item	Description	Make and Model and Manufactured Date	Minimum Operating Weight	Unit	Rate, \$
1	Equipment move, based on 5 moves over 40 hour period. (1 move every 8 hours)	2012 Western Star & 2013 Eager Beaver 60 Ton Float		Lump Sum TOTAL for 5 moves	\$885
2	Excavation time, per hour based on one hour	2009 200LC Komatsu Excavator	23,000kg	Per Hour	\$96

AREA 3 – HAILEYBURY/ NORTH COBALT APPROXIMATELY 40 HOURS					
Item	Description	Make and Model and Manufactured Date	Minimum Operating Weight	Unit	Rate, \$
1	Equipment move, based on 5 moves over the 40 hour period. (1 move every 8 hours)	2012 Western Star & 2013 Eager Beaver 60 Ton Float		Lump Sum TOTAL for 5 moves	\$590
2	Excavation time, per hour based on 1 hour	2009 200LC Komatsu Excavator	23,000kg	Per Hour	\$96

Page 2 of 8 to be submitted

The City permits one Bidder to Bid simultaneously for more than 1 location. Should the Bidder be successful on more than 1 location, the City reserves the right to decide which location(s) to award to the Bidder based on the greatest benefit to the taxpayer.

Pricing shall exclude applicable taxes but will be considered extra.

All hourly rates offered in this Tender are firm, irrevocable and open for acceptance by the City for a period of thirty (30) days. The City will not reimburse any Bidder for any cost or expense of any kind incurred in preparation or submission of any response to this Tender.

Company Name James Lathem Excavating Limited	Contact name (please print) Craig Jenkins
Mailing Address Box 176, North Cobalt, Ontario	Title Estimator
Postal Code POJ 1R0	Authorizing signature  "I have the authority to bind the company/corporation/partnership."
Telephone 705-672-5576	Fax 705-672-3232
Cell Phone if possible 705-648-0473	Email craigjenkins@jlathem.ca

Page 3 of 8 to be submitted

Non Collusion Affidavit

I/ We James Lathem Excavating Limited the undersigned, am fully informed respecting the preparation and contents of the attached Tender 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 it's 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 quoted 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, Tender 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 North Cobalt this 1st day of March, 2016

Signed



Company Name

James Lathem Excavating Limited

Title

Estimator

Page 4 of 8 to be submitted

Conflict of Interest Declaration

Please check appropriate response:

- I/we hereby confirm that there is not nor was there any actual or 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 quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at North Cobalt this 1st day of March, 2016.

Firm Name James Lathem Excavating Limited

Bidder's Authorization Official Craig Jenkins

Title Estimator

Signature 

Page 5 of 8 to be submitted

Schedule "A" – List of Proposed Qualified Operators

A list of no less than two (2) operators that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Operator	Experience Describe graduate training/ years as Operator	Employee Status Full Time/Part time
Greg Wark	5 years experience	Full Time
Bryce Bigras	8 years experience	Full Time

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 Tender document.

Signed by Company Official

Craig Jenkins

Printed



Signed

This is Page 6 of 8 to be submitted

Schedule "B" – List of Proposed Sub Contractors (when applicable)

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)
Own Forces		

I / We verify that the information provided above is accurate and that the individuals/ contractors are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

_Craig Jenkins



Printed

Signed

Page 7 of 8 to be submitted

Schedule "C" – Accessibility For Ontarians With Disabilities Act, 2005 Compliance Agreement

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the Accessibility for Ontarians with Disabilities Act, 2005. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name: Craig Jenkins Company Name: James Lathem Excavating Limited

Address: Box 176, North Cobalt, Ontario

Phone #: (705) 672-5576

I, Craig Jenkins , declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act, 2005.

I, _____, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act, 2005, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, the City has provided a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service, www.gov.on.ca/mcss/serve-ability/splash.html.

Date: March 1, 2016

This is Page 8 of 8 to be submitted

Subject: Application for Approval of a Draft Plan of Subdivision:
FPT Holdings Limited, Dawson Point Road (File: 54-T-16001)

Agenda Date: March 15, 2016

Report No.: CGP-006-2016

Attachments

Appendix 01: Planning Report

Appendix 02: Application and Public Notice

Appendix 03: Proposed Conditions and Notes to Draft Approval

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CGP-006-2016;
2. That Council hereby approves the draft plan of subdivision subject to the Proposed Conditions as set out in Appendix 03 to Administrative Report CGP-006-2016.

Background

The applicant is requesting the City approve a draft plan of subdivision for the creation of 26-residential lots on the southern portion of the property located between Highway 65E and Dawson Point Road and to the west of Peters Road. All lots will front on a road that is to be assumed by the municipality and maintained as a public road. The lots will be serviced with municipal water and sanitary sewer services.

This proposal was previously draft approved by the Ministry of Municipal Affairs and Housing on January 10, 2013. The lapsing date was January 10, 2016. The owner has completed a great deal of the infrastructure servicing, grading, and road building work required to prepare the lots to be sold. As such, the owner has resubmitted the application to the City (approval authority for plans of subdivision was delegated to the City effective January 1, 2016) to allow them to move forward with registration of the plan and eventual sale of the lots.

The owner entered into a subdivision agreement with the City under the previous draft approval and staff is reviewing the agreement with the owner's solicitor to identify any required changes.

Analysis

The public meeting was held on March 1, 2016. No members of the public submitted written comments or made oral submissions at the public meeting.

The Planning Report attached as Appendix 01 provides information regarding the application within the planning policy framework. It is my opinion that the proposed draft plan of subdivision: is consistent with the Provincial Policy Statement (2014); does not conflict with the Northern Ontario Growth Plan; complies with the City of Temiskaming Shores Official Plan and the Town of New Liskeam Zoning By-law 2233; and represents good planning. It is recommended that Council approve the draft plan of subdivision, subject to the conditions proposed in Appendix 03 to this report.

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

Staffing implications related to this matter are limited to normal administrative functions and duties.

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and approved by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

Jennifer Pye
Planner

Kelly Conlin
Director of Corporate Services (A)

Christopher W. Oslund
City Manager



Discover a whole new Ontario • Découvrez un tout nouvel Ontario

Planning Report

**Application for Approval of a
Draft Plan of Subdivision: 54-T-16001**

Owner: FPT Holdings Ltd

Agent: exp Services Inc.

Property: Dymond Concession 2, Part of Lot 10, Parcel 4223SST

Roll No.: 5418-020-002-495.00

March 7, 2016

Subject Land

West of Peter's Road, between Highway 65 East and Dawson Point Road; Concession 2 Part of Lot 10, Parcel 4223SST; Township of Dymond

Background and Purpose of the Application

The applicant is requesting approval of a draft plan of subdivision for the creation of 26 residential lots on the southern portion of the subject property. The lots would all front on and have access to a municipal road and would be serviced with full municipal services.

The initial application for this property was submitted to the Ministry of Municipal Affairs and Housing in 2011 and proposed the creation of 236 residential lots supporting a total of 280 dwelling units, with an additional 5 lots/blocks for parkland/open space and various other purposes. The statutory public meeting for that application was held in mid-2011. Through further investigation by the owner's agent it was determined that upgrades to municipal infrastructure would be required to accommodate the development, but they could not be completed within a reasonable timeframe.

The application was revised in December 2011 to propose the creation of 20 residential lots along an extension of Baker Avenue, east of Bateson Street. Taking further construction cost analysis into consideration, the plan was further revised in 2012 for the 26 lots along Dawson Point Road.

The proposal for the 26 lots along Dawson Point Road was reviewed and analyzed by the Ministry of Municipal Affairs and Housing, in consultation with their partner Ministries and the City of Temiskaming Shores. A public information session was held in late 2012 to update the public on the status of the application and the changes that had occurred since the original 280 unit proposal. Draft approval was granted on January 10, 2013. The Planning Act allows approval authorities to attach lapsing provisions to draft approval of plans of subdivision, provided the time period is not less than three years from the date of draft approval. January 10, 2016 was identified as the lapsing date. The Planning Act also allows approval authorities to entertain requests for extensions to the lapsing period. The applicant did not file a request for extension and did not submit the plan for final approval before the lapsing date. MMAH issued a notice of lapsing and the owner was directed to contact the City of Temiskaming Shores for any further applications involving the subdivision as the City was delegated approval authority for plans of subdivision effective January 1, 2016.

Statutory Public Notice

The application was submitted and deemed complete on February 5, 2016. Notice of the complete application and public hearing was advertised in the Temiskaming Speaker on February 10, 2016 and was sent to public agencies in accordance with the statutory notice requirements of the Planning Act. Notice was also mailed to all property owners within 120m of the subject land.

The public hearing was held on March 1, 2016. No members of the public made oral submissions at the hearing and no formal written comments have been received as of the date of this report.

Site Analysis

The property is located in the Town of New Liskeard between Highway 65 East and Dawson Point Road and to the west of Peters Road. The total area of the landholding is approximately 39 hectares (96 acres) with the proposed residential development occurring on 4.85 hectares (12 acres).

Servicing

Each of the proposed residential lots is to be serviced with full municipal water, sanitary, and storm sewer services. Water supply is provided from the existing system on Dawson Point Road, with the main extending

through an easement across the south portion of the École Secondaire Catholique Sainte-Marie property, across the south portion of the adjacent ravine, and through an easement proposed to run southwest to northeast between lots 11 and 12 on the draft plan of subdivision.

Sanitary services are provided through the same easements as the water services and enters the existing New Liskeard system at Dawson Point Road, flowing west to McKelvie Street, continuing south via the Lannon Trunk Sewer, and to the siphons on the north bank of the Wabi River.

Access

The property is bounded by Highway 65 East to the north, Peters Road to the east, and Dawson Point Road to the south. Access to the subdivision is proposed to be from Peters Road. Each residential lot will front on and have access to a road that is to be assumed by the City and maintained on year round basis as an open public road.

Existing Land Use

The property was previously used for agricultural purposes. The area of the proposed subdivision is currently vacant, however servicing has been installed, including water, sanitary, and storm sewer infrastructure, hydro and gas services, streetlights, and street signs.

Adjacent Land Uses

North: Vacant land and Highway 65 East

South: Dawson Point Road and vacant land

East: Peters Road and cemetery

West: École Secondaire Catholique Sainte-Marie and residential

Planning Analysis

Section 51 of the Planning Act, R.S.O. 1990, c. P. 13, as amended sets out the legislative requirements for processing and making decisions on applications for approval of draft plans of subdivision. Section 51(24) states that, when considering a draft plan of subdivision, regard shall be had, among other matters, to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality and to,

- (a) *The effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2;*
- (b) *Whether the proposed subdivision is premature or in the public interest;*
- (c) *Whether the plan conforms to the official plan and adjacent plan of subdivision, if any;*
- (d) *The suitability of the land for the purposes for which it is to be subdivided;*
- (e) *The number, widths, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highway in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;*
- (f) *The dimensions and shapes of the proposed lots;*
- (g) *The restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;*
- (h) *Conservation of natural resources and flood control;*
- (i) *The adequacy of utilities and municipal services;*
- (j) *The adequacy of school sites;*
- (k) *The area of land, if any, within the proposed subdivision that, exclusive of highways, it to be conveyed or dedicated for public purposes;*
- (l) *The extent to which the land's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and*

(m) The interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41(2) of this Act.

Section 51(24)(a) references the matters of provincial interest referenced in Section 2 of the Planning Act. Section 2 requires that, in carrying out their responsibilities under the Planning Act, approval authorities shall have regard to matters of provincial interest such as:

- (a) The protection of ecological systems, including natural areas, features and functions;*
- (b) The protection of the agricultural resources of the Province;*
- (c) The conservation and management of natural resources and the mineral resource base;*
- (d) The conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;*
- (e) The supply, efficient use and conservation of energy and water;*
- (f) The adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;*
- (g) The minimization of waste*
- (h) The orderly development of safe and healthy communities;*
 - (h.1) The accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;*
- (i) The adequate provision and distribution of educational, health, social, cultural and recreational facilities;*
- (j) The adequate provision of a full range of housing, including affordable housing; the adequate provision of employment opportunities;*
- (k) The protection of the financial and economic well-being of the Province and its municipalities;*
- (l) The co-ordination of planning activities of public bodies;*
- (m) The resolution of planning conflicts involving public and private interests;*
- (n) The protection of public health and safety;*
- (o) The appropriate location of growth and development; and*
- (p) The promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians.*

The specific provincial interests for the majority of these matters are set out in the Provincial Policy Statement, with which decisions on planning matters must be consistent.

Provincial Policy Statement (2014)

The property is located within the approved Settlement Area for the City of Temiskaming Shores.

1.0 Building Strong Healthy Communities

1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns

1.1.1 Healthy, liveable and safe communities are sustained by:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;*
- b) accommodating an appropriate range and mix of residential (including second units, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;*
- c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;*

- d) *avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;*
- e) *promoting cost-effective development patterns and standards to minimize land consumption and servicing costs;*
- f) *improving accessibility for persons with disabilities and older persons by identifying, preventing and removing land use barriers which restrict their full participation in society;*
- g) *ensuring that necessary infrastructure, electricity generation facilities and transmission and distribution systems, and public service facilities are or will be available to meet current and projected needs; and*
- h) *promoting development and land use patterns that conserve biodiversity and consider the impacts of a changing climate.*

1.1.3. Settlement Areas

The vitality of settlement areas is critical to the long-term economic prosperity of our communities. Development pressures and land use change will vary across Ontario. It is in the interest of all communities to use land and resources wisely, to promote efficient development patterns, protect resources, promote green spaces, ensure effective use of infrastructure and public service facilities and minimize unnecessary public expenditures.

1.1.3.1 Settlement areas shall be the focus of growth and development, and their vitality and regeneration shall be promoted.

1.1.3.2 Land use patterns within settlement areas shall be based on:

a) densities and a mix of land uses which:

- 1. efficiently use land and resources;*
- 2. are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;*
- 3. minimize negative impacts to air quality and climate change, and promote energy efficiency;*
- 4. support active transportation;*
- 5. are transit-supportive, where transit is planned, exists or may be developed; and*
- 6. are freight-supportive; and*

b) a range of uses and opportunities for intensification and redevelopment in accordance with the criteria in policy 1.1.3.3, where this can be accommodated.

1.6 Infrastructure and Public Service Facilities

1.6.6 Sewage, Water and Stormwater

1.6.6.2 Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas. Intensification and redevelopment within settlement areas on existing municipal sewage services and municipal water services should be promoted, wherever feasible.

1.6.6.7 Planning for stormwater management shall:

- a) minimize, or, where possible, prevent increases in contaminant loads;*
- b) minimize changes in water balance and erosion;*
- c) not increase risks to human health and safety and property damage;*
- d) maximize the extent and function of vegetative and pervious surfaces; and*

e) promote stormwater management best practices, including stormwater attenuation and re-use, and low impact development.

The policies of Section 1 of the PPS seek to promote the development of healthy, resilient communities by requiring planning authorities to consider the efficient use of land and infrastructure, including municipal water and sanitary sewer services. The proposed draft plan of subdivision is located adjacent to an existing developed area and is within the City's Settlement Area Boundary. The development forms part of a larger plan that will include connectivity to the existing subdivision to the west.

Existing municipal water and sanitary sewer services would service the proposed development, with the extension of the services to the subdivision. The servicing infrastructure was installed under the previous MMAH draft approved application.

2.0 Wise Use and Management of Resources

2.1 Natural Heritage

2.1.7 Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.

Under the previous application, and at the request of the Ministry of Natural Resources and Forestry (MNRF), an Environmental Impact Assessment was undertaken by the agent in 2012 to support the previous application draft approved by MMAH. It was found that the property contained habitat of a threatened species protected under the Endangered Species Act (ESA). A development plan was approved by MNRF in 2012, in accordance with section 23.2 of Ontario Regulation 242/08 (General) of the ESA. This regulation provided an exemption from section 10 of the ESA provided all conditions of the regulation are satisfied.

A Zoning By-law amendment was approved under the previous application to rezone the ravine area of the property (approximately 3.7 hectares) to an Environmental Protection zone in accordance with the development plan approved by MNRF for the previous application.

Conversations with the developer regarding development activities that have taken place on the property since draft approval was issued in 2013 for the previous application indicate that significant disturbance has taken place on the subject property and the likelihood of the species at risk habitat remaining is low. This cannot be confirmed at this point as the condition of the property is not visible under the current snow cover. City staff confirm that the services have been installed, including water and sanitary services, as well as the streetlights and street signs. The owner has also indicated that the road has been built. The owner has provided an affidavit to the City stating that a significant amount of disturbance has occurred on the subject lands and there is no further species at risk habitat present.

In my opinion, the proposed draft plan of subdivision is consistent with the 2014 Provincial Policy Statement for the reasons explained above.

Growth Plan for Northern Ontario

The Growth Plan for Northern Ontario was developed under the Places to Grow Act to ensure greater growth occurs in Northern Ontario in an economically and environmentally sustainable manner.

A review of the Growth Plan for Northern Ontario confirms that none of the policies of the Growth Plan directly relate to the application and the proposal does not conflict with any of the Growth Plan policies.

Official Plan

The property is designated Residential Neighbourhood in the City of Temiskaming Shores Official Plan.

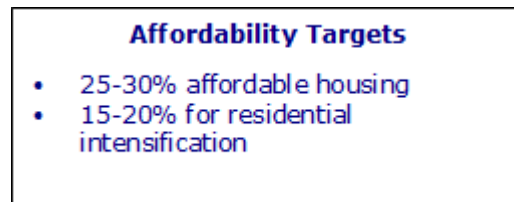
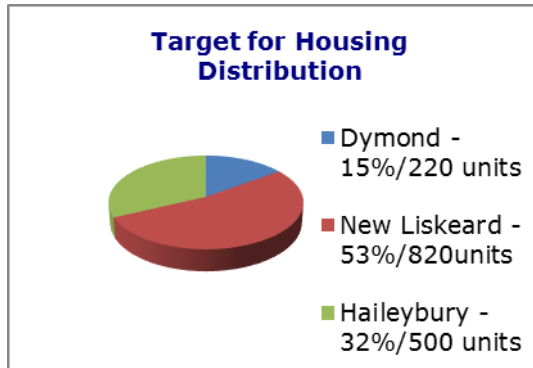
3. Housing and Growth Management

3.2 Goal Statement

To provide for an appropriate range of housing types and densities which will meet the projected housing needs of the community.

3.5 Targets

The intent of the Official Plan is to provide an adequate supply of land to accommodate an appropriate range and mix of employment opportunities, and a range of housing types and densities designed to meet the City's population, housing and employment projections. The following targets and range of permitted uses are illustrated as part of the policy direction the Plan:



Location	Target for Housing Densities		
	Low	Medium	High
New Liskeard	70-80%	5-10%	15-20%
Dymond	80-90%	10-20%	0%
Haileybury	70-80%	5-10%	15-20%

3.11 Settlement Areas

The Settlement Areas of Dymond, New Liskeard and Haileybury (including North Cobalt) as shown on the Land Use Schedules will be the focus of residential and employment growth. The Settlement Areas are designed to provide the land base and infrastructure required to accommodate the projected population, housing and employment growth of the City. Settlement Areas will be developed on the principles of:

1. A compact form which promotes contiguous and phased development.
2. Residential intensification (see Section 3.7)
3. Redevelopment include brownfield sites.
4. Available infrastructure.
5. Available and adequate public service facilities.
6. Sustainable and energy efficient development.
7. Land use compatibility.

Through consultation with the property owner on previous iterations of the application, it was decided that land would be made available for higher-density housing in future phases. The initial application submitted in 2011 included the provision of 16 lots accommodating a total of 60 multiple attached residential units. It is recommended that the City ensure this consideration is carried forward into consultation on future phases of development on this property.

4. Community Development

4.2 Goal Statement

To design and develop safe, sustainable Settlement Areas which integrate the employment, housing and social needs of residents and businesses in a highly livable and functional urban environment.

4.3 Objectives

1. *To encourage mixed land use developments that place work, recreation opportunity and basic needs shopping closer to home.*
2. *To provide sufficient land for projected housing and employment growth within the Settlement Areas.*
3. *To provide for orderly, cost-efficient, compact and phased development.*
4. *To ensure that all development has appropriate and adequate municipal services (infrastructure) and public service facilities.*
5. *To avoid and/or mitigate land use conflicts.*
6. *To conserve natural and cultural heritage resources.*
7. *To enhance the quality of urban living through sensible urban design.*

4.4 Land Use Designations

4.4.4 *Development in any land use designation will only be permitted where there is sufficient capacity available in the municipal infrastructure prior to development being approved including:*

- a. *Municipal sewage services*
- b. *Municipal water services*
- c. *Stormwater and drainage facilities*
- d. *Transportation services*
- e. *Hydro*
- f. *Gas utilities where available.*

4.5 Residential Neighbourhood

4.5.1 *The scope of permitted land uses may include low, medium and high density housing types (see Housing and Growth Management); special needs housing; public service facilities appropriate to and compatible with a residential neighbourhood such as schools, places of worship, libraries, daycare facilities; and infrastructure designed and scaled to service a residential neighbourhood. Neighbourhood serving commercial uses may be permitted where a need is established, the use is compatible, and the access road has sufficient capacity. Examples include a convenience store, and a dry cleaning outlet.*

4.5.6 *Development will occur primarily by plan of subdivision (see also Sections 4.11 and 15.18 for land division) and will be phased giving priority to the build-out of approved and contiguous subdivisions prior to new subdivisions. The intent of this Plan is to initially focus growth and development in Phase 1 projects. Phase 2 projects will be considered when there has been a substantial build out of Phase 1 or where a Phase 2 project provides for integrated, efficient and cost-effective development.*

Phase 1 Housing Projects:

- *New Liskeard: Cosman Crescent/Sumbler*
- *New Liskeard: McCamus Avenue*
- *New Liskeard: FPT Holdings, Dawson Point Road*
- *New Liskeard: Beach Gardens Condominium*

Phase 2

- *New Liskeard: FPT Holdings, Baker Street*
- *Dymond: Drive-In Theatre Road Mixed Use*

- *North Cobalt*

Low density residential development is a permitted use in the Residential Neighbourhood designation. This subdivision is listed as a Phase 1 Housing Project (FPT Holdings, Dawson Point Road) and as such is considered a priority development. At the time the Official Plan was approved, draft approval had been granted for the previous application to MMAH.

7. *Recreation, Cultural and Educational Services*

7.8 *Parkland Dedication*

Parkland dedication shall be provided in accordance with the Planning Act. The City is not obliged to accept unsuitable land for park purposes (eg. hazardous sites, sensitive sites). The City may utilize the bonusing provisions of the Planning Act to acquire additional parkland.

Through consultation with the property owner on previous iterations of the application it was determined that, in order to ensure a meaningful result for the overall development, the requirement for parkland dedication would be applied during future phases of development of the subdivision.

10. *Natural Environment*

10.5 *Natural Heritage Features and Areas*

The following policies shall apply to natural heritage features and areas:

10.5.1 *Natural heritage features and areas shall include:*

- a. Significant wetlands;*
- b. Significant habitat of endangered species, threatened species, species at risk;*
- c. Significant wildlife habitat;*
- d. Fish habitat;*
- e. Significant areas of natural and scientific interest.*

10.5.2 *Development or site alteration shall not be permitted in significant habitat of endangered or threatened species.*

10.5.3 *Development and site alteration shall not be permitted in significant wetlands, significant wildlife habitat, and significant areas of natural and scientific interest unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions (see Section 10.11 for EIS requirements).*

10.5.7 *While it is the intent of this Plan to protect natural heritage features and areas and prohibit development, applications for development or site alteration may arise from time to time. In the evaluation of these application, the protection of these features and areas will be given priority.*

As an initial step, an appropriate level of ecological site assessment shall be conducted prior to accepting an application for development as complete (see Section 15.2) or prior to approval of a development application to determine if significant natural heritage features and areas, including species at risk, are present on or adjacent to the development lands, Where the initial assessment determines that one or more natural heritage features is present, no development or site alteration shall be permitted unless and Environmental Impact Study (EIS) is completed which demonstrates that no negative impacts will result on the natural features or their ecological functions (see Section 10.11 for EIS requirements).

Based on discussions with the property owner, and the property owner's affidavit, it is understood that significant disturbance has taken place on this area of the property and that the potential for the presence of habitat for endangered and threatened species on this area of the property is low. These sections of the plan will apply to any future phases of development on the property and the studies and information indicated in the plan will be required to be submitted as part of a complete application.

15. Planning Tool Kit

15.18 Land Division, Part-Lot Control and Deeming (Sections 50-53, Planning Act)

The creation of all new lots by plan of subdivision (see also Sections 4.5.6, 4.10.3 (b) and 4.11) or consent shall comply with the following general requirements and the specific requirements of the applicable land use designation:

- 15.18.1 Development shall conform to the land use policies for the land use designations shown on the Land Use Schedules.*
- 15.18.2 Development shall comply with the provisions of the zoning by-law. Where a zoning by-law amendment is required, such amendment shall be in force before the consent/subdivision receives final approval.*
- 15.18.3 Lots must have frontage on and direct access to a year-round maintained public road and where applicable to a provincial highway (per Section 5.6 of this Plan).*
- 15.18.4 Development shall not result in traffic hazards from limited site lines on curves or near intersections.*
- 15.18.5 Adequate infrastructure shall be available to service the development.*
- 15.18.6 Adequate public service facilities shall be available to service the development.*
- 15.18.7 All studies and other information required by the City to determine compliance with this Plan shall be provided in support of the application.*
- 15.18.8 Development will not be permitted which compromises the opportunity to develop adjacent lands nor will land lock access.*
- 15.18.9 Development will not be permitted on an inland lake where the land has reached its capacity as determined in consultation with the Lakeshore Capacity Assessment Handbook and no residual capacity exists for that water body unless in accordance with Section 10.8.*
- 15.18.10 Subdivision development will take into consideration barrier-free design.*

The proposed draft plan of subdivision complies with the requirements of Section 15.18 of the Plan as set out above.

In my opinion the proposed draft plan of subdivision meets the intent and purpose of the City of Temiskaming Shores Official Plan for the reasons set out above.

Town of New Liskeard Zoning By-law 2233

A Zoning By-law amendment was approved under the previous draft approval which rezoned the entire area of the property. The area of the property that is to be divided into residential lots as proposed in this application was rezoned to the Low Density Residential (R2) zone. The remaining area of the property to the north of the proposed residential lots was rezoned to Low Density Residential Holding (R2-H), with the approval of a draft plan of subdivision for that area of the property being the condition required to remove the holding symbol.

The Environmental Protection Exception 1 (EP-E1) Zone was applied to 3.7 hectares (approximately 9 acres) of land, including the ravine to the west of the proposed lots. The exception zone limits the uses of the property to conservation uses, flood control and erosion uses, and fish management uses. The purpose of this EP-E1 zone is to protect this area of land as replacement lands for species at risk habitat. This was identified through the development plan that was submitted to MNRF for approval under the regulatory exemption described previously in this report. It is the developer's responsibility to ensure that all conditions of the development plan continue to be met, including maintaining the 3.7 hectares of habitat as described in the development plan.

The R2 zone permits single-detached residential dwellings, home occupations, and home professions. The Zoning By-law sets out the requirements for developing properties in the R2 zone, including minimum setbacks, maximum building area, and parking requirements. All future development in the proposed subdivision must meet the requirements of the Zoning By-law.

In my opinion the proposed development meets the intent of the Town of New Liskeard Zoning By-law 2233.

Comments Received from the Agency Circulation and Public Notification Process

The application was circulated to municipal departments, agencies, and the public. The following comments were received:

Director of Public Works

- ✓ The subject land has been serviced with Municipal water, sanitary and storm services by the developers (storm outlet may not extend to property line). Services extend to each individual building lot.
- ✓ The subject property is fronted on both sides by an asphalt surfaced roadway, maintained on a year round basis. The developer has already constructed gravel surfaced roadways within the proposed subdivision.
- ✓ The subject land has also been serviced with buried natural gas, telephone and hydro utilities by the developers.
- ✓ The site services connecting to the existing municipal infrastructure shall be tested, inspected and commissioned by the developer and confirmed by the consultant prior to acceptance by the City.
- ✓ The Public Works Department has no objections to this application provided existing servicing can be validated as noted in the comments.

Fire Chief – *The Fire Department does not have any objections with this application.*

Director of Recreation – *I have no concerns in relation to Recreation Services.*

Director of Corporate Services – No comments received.

City Manager – *I have no concerns.*

Clerk – *The Clerk's Office has no objections to this application.*

Economic Development and Funding Application Coordinator – *Great development!*

Tax Collector / Treasurer – *I have no concerns with the subdivision application.*

Ministry of Transportation – *Since the proposed subdivision is only for 26 lots instead of the +/- 288 lots that were originally proposed, and the 26 lots are outside of MTO's permit control area, MTO will not require the 2011 Traffic Impact Study to be updated for a resubmission of the 26 lot draft plan of subdivision. The ministry will require a new Traffic Impact Study to be completed should further phases of the subdivision be filed in the future.*

Ministry of Natural Resources and Forestry – MNRF comments cannot be provided in their entirety as the ministry has indicated the information is confidential and sensitive to ensure the protection of species at risk and their habitat. MNRF has stated that if there is any reason to believe that species at risk habitat may still be present on the subject property the municipality should require that an ecological site assessment be

conducted by a qualified professional to determine if habitat is present and if authorization under the Endangered Species Act should be sought.

Hydro One – *We have reviewed the documents concerning the above noted Draft Plan of Subdivision and have no comments or concerns at this time.*

Our preliminary review considers issues affecting Hydro One's 'High Voltage Facilities and Corridor Lands' only.

For proposal affecting 'Low Voltage Distribution Facilities' the owner/applicant should consult their local area Distribution Supplier. Where Hydro One is the local supplier the Owner/Applicant must contact the Hydro subdivision group.

Public Comments: No comments received as of March 4, 2016.

Recommendation

Based on the information presented in this report, in my opinion the proposed draft plan of subdivision is consistent with the 2014 Provincial Policy Statement, does not conflict with any policies of the Growth Plan for Northern Ontario, and meets the intent of the City of Temiskaming Shores Official Plan and the Town of New Liskeard Zoning By-law 2233.

It is therefore recommended that Council approve the draft plan of subdivision, subject to the following conditions:

Conditions to Draft Approval

1. That this draft approval applies to the draft plan of subdivision for Part of Lot 10 Concession 2, in the geographic Township of Dymond, now the restructured municipality of the City of Temiskaming Shores, Plan 228-02-GEO_, prepared by Story Geomatics Inc., and dated February, 2016, showing Lots 1-26 for single detached dwellings, Block A for future development and parkland dedication, an easement location between lots 11 and 12, and an un-named street.
2. Those easements as may be required for utility or drainage purpose shall be granted to the appropriate authority and shall form part of the documents to be registered.
3. That prior to final approval the owner must enter into a subdivision agreement with the City of Temiskaming Shores to satisfy all the requirements, financial and otherwise, of the City including, but not limited to, the construction of the development, road(s), installation of services/infrastructure, landscaping, drainage and solid waste. The Subdivision Agreement shall also provide for the City to assume ownership of the infrastructure described above.
4. That provision is made for the subdivision agreement between the applicant and the City to be registered against the lands to which it applies once the plan of subdivision has been registered.

Notes to Draft Approval:

1. It is suggested that the owner be aware of section 144 of the Land Titles Act and subsection 78(10) of the Registry Act.
2. Subsection 144(1) of the Land Titles Act requires that a plan of subdivision of land that is located in a land title division be registered under the Land Titles Act. Exceptions to this provision are set out in subsection 144(2).

3. Subsection 78(10) of the Registry Act requires that a plan of subdivision of land that is located only in a registry division cannot be registered under the Registry Act unless that title of the owner of the land has been certified under the Certification of Titles Act. Exceptions to this provision are set out in clauses (b) and (c).
4. Should human remains be identified during operations, all work in the vicinity of the discovery will be suspended immediately. Notification will be made to the Ontario Provincial Police who will conduct a site investigation and contact the district coroner. Notification must also be made to the Heritage Operations Unit of the Ministry of Tourism, Culture and Sport and the Registrar of Cemeteries, Ministry of Government Services.
5. Should other cultural heritage values (archaeological or historical materials or features) be identified during operations, all activity in the vicinity of the recovery will be suspended and the Ministry of Culture archaeologist contacted. This provides for the potential for deeply buried or enigmatic local site areas not typically identified in evaluations of potential.
6. Section 9 of the Endangered Species Act prohibits killing, harming, harassing, capturing or taking extirpated, endangered and threatened species. Should a species at risk be encountered during development activities, the activity should be suspended and the MNRF office should be contacted immediately at 705-474-5550.
7. It is required that the subdivision agreement be registered, as provided by subsection 51(26) of The Planning Act, R.S.O. 1990 against the land to which it applies, as notice to prospective purchasers.
8. Contacts for clearances and other approvals are as follows:
Jennifer Pye
Planner
City of Temiskaming Shores
PO Box 2050
Haileybury, ON P0J 1K0
Tel: 705-672-3363 ext. 4105
9. All measurements in subdivision and condominium final plans must be presented in metric units.
10. Inauguration, or extension of a piped water supply, a sewage system or a storm drainage system, is subject to the approval of the Ministry of Environment and Climate Change under section 53 of the Ontario Water Resources Act, R.S.O. 1990.
11. The final plan approved must be registered within 30 days or the approval authority may withdraw its approval under subsection 51(59) of The Planning Act, R.S.O. 1990.
12. The approval of the draft plan will lapse on the date three (3) years from the date of issuance of draft approval. It is the responsibility of the applicant to request an extension to the draft approval if one is needed. A request for extension should be made to the approval authority at least 60 days prior to the lapsing of the draft approval. No extension can be given after the lapsing date. The request should include the reasons why an extension is needed.

Respectfully submitted,

Jennifer Pye
Planner



The City of Temiskaming Shores
P.O. Box 2050, 325 Farr Drive, Haileybury, Ontario P0J 1K0

**Application for Approval of a Plan of Subdivision or Condominium
Under Section 51 of the Planning Act**

Application for Approval of a Plan of Subdivision or Condominium Fee:

\$2,500 + \$100 advertising fee + 13% HST = \$2,938.00

\$50 per lot or unit to be created + 13% HST = \$ 1,469

Total fee = \$ 4,407 (to be completed by City)

PLEASE READ BEFORE COMPLETING THIS APPLICATION

This application reflects the mandatory information that is prescribed in the Schedules to Ontario Regulation 544/06 made under the Planning Act, RSO, 1990, as amended. In addition to completing this form, the Applicant will be required to submit the appropriate fee, a detailed site plan and any additional information or studies that may be necessary to assess the proposal.

Failure to submit the required information will delay the consideration of this Application. An application which is not considered complete under the Planning Act is not subject to the timelines of the Act. **Applicants are encouraged to consult with the Municipality prior to completing the application.**

Application type:

- Plan of Subdivision
 Condominium (specify):
 Standard Amalgamations Vacant Land Phased Common Elements Leasehold

OFFICE USE ONLY

File No.: 54-T-16001

Date Received: February 5, 2016

Roll No.: 5418-000-002-495.00

1. Owner Information

Name of Owner: FPT Holdings Ltd.

Mailing Address: Box 2409, New Liskeard, ON, P0J 1P0

Email Address: kpedersen@pedersenconstruction.ca Phone: 705-647-6223

If there is more than one registered owner, please provide information below:

Name of Owner: _____

Mailing Address: _____

Email Address: _____ Phone: _____

2. Agent Information (if applicable):

Name of Agent: EXP SERVICES - NOLAN DOMBROSKI

Mailing Address: Box 1208 New Liskeard, ON, P0J 1P0

Email Address: nolan.dombroski@exp.com Phone: 705 647-4311

3. Please specify to whom all communications should be sent:

Owner Agent

4. Location of the Subject Land

Dymond New Liskeard Haileybury

Municipal Address

Legal Description (concession and lot numbers, reference plan and lot/part numbers)
Part of Broken Lot 10 Con 2 PIN 61343-0002
Former Township of Dymond

5. Are there any easements of restrictive covenants affecting the subject land?

Yes No

If "Yes", describe the easement or covenant and its effect:

6. Date the subject land was acquired by the current owner: SEPT 28, 1992

7. Property Information:

Lot Area: _____ Road Frontage: _____

Water Frontage: _____ Lot Depth: _____

8. Existing use(s) of the subject land (check all that apply):

- Residential Commercial Industrial
 Institutional Agricultural Vacant
 Mixed Use (specify): _____
 Other (specify): _____

9. Length of time the existing uses of the subject land have continued: _____ N/A

10. Has the subject land ever been used for commercial or industrial purposes?

- Yes No

If "Yes", has a Record of Site Condition ever been completed in accordance with Ontario Regulation 153/04?

11. Existing uses of abutting properties:

North: Rural East: Residential
 South: Open Space West: Rural

12. Are any of the following uses or features on the subject land or within 500 m of the subject land (unless otherwise specified)?

Use or Feature	On the subject land	Within 500 metres of subject land (indicate approximate distance)
An agricultural operation including livestock or stockyard		x
A landfill		
A sewage treatment plant or waste stabilization plant		
A provincially significant wetland (Class 1, 2 or 3 wetland)		
A provincially significant wetland within 120 metres of the subject land		
A waterbody, watercourse, river, or stream	x	x
A rehabilitated mine site		
A non-operating mine site within 1 kilometre of the subject land		
An active mine site, gravel pit or quarry		
An industrial or commercial use (specify)		
An active railway line		
Utility corridors		
Provincial Highway	NA	x

13. Planning Information

a. Current Official Plan Designation(s): Neighbourhood Residential

b. Explain how the application conforms to the Official Plan: See Attached Planning

c. Current Zoning: Low Density Residential (R2)

d. Are the necessary Official Plan and/or Zoning By-law Amendment applications being made with this application?

Yes No

If "Yes", what is the status of these applications?

OPA File No.: _____ Status: _____

ZBLA File No.: _____ Status: _____

14. Proposed Land Use

	Intended Use	Units/Dwellings	No. of Lots and/or Blocks	Hectares	Units/Dwellings per Hectare	No. of Parking Spaces Provided
Residential Uses	Single Detached	26	26	4.85	2.65	26 (1 per lot)
	Semi-Detached					
	Multiple Attached					
	Apartment					
	Seasonal					
	Mobile Home					
	Other (specify)					
	Commercial					
	Industrial					
	Institutional (specify)					
	Park or Open Space	NA			NA	
	Roads	NA	4	0.8	NA	
	Other (specify) Future Development		1	34.06		
	TOTAL	26	31	39.71		26

15. Access

a. What type of access is proposed for the subject land?

- Provincial Highway
- Municipal Road, maintained all year
- Municipal Road, maintained seasonally
- Private Road
- Right-of-Way
- Water Access
- Other (specify): _____

b. If access to the subject land will be by water only, describe the docking and parking facilities to be used and the approximate distance to these facilities from the subject land and the nearest public road:

16. Servicing

a. What type of water supply is proposed for the subject land?

- Publicly owned and operated piped water supply (City water)
- Privately owned and operated individual well
- Privately owned and operated communal well
- Lake or other water body
- Water service not proposed
- Other (specify): _____

If the plan would permit the development of more than five (5) lots or units on privately owned and operated individual or communal wells, applicants are required to submit a servicing options report and a hydrogeological report prepared by a qualified professional:

- Title and date of servicing options report: June 30, 2011
- Title and date of hydrogeological report: N/A

b. What type of sewage disposal is proposed for the subject land?

- Publicly owned and operated sanitary sewage system (City sewer)
- Privately owned and operated individual septic system
- Privately owned and operated communal septic system
- Privy
- Sewage disposal service not proposed
- Other (specify): _____

If the plan would permit the development of five (5) or more lots or units on a privately owned and operated individual or communal septic system, applicants are required to submit a servicing options report and a hydrogeological report prepared by a qualified professional:

Title and date of servicing options report: _____ N/A

Title and date of hydrogeological report: _____ N/A

If the plan would permit the development of fewer than five (5) lots or units on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed, applicants are required to submit a servicing options report and a hydrogeological report prepared by a qualified professional:

Title and date of servicing options report: _____ N/A

Title and date of hydrogeological report: _____ N/A

If the plan would permit development of fewer than five (5) lots or units on privately owned and operated individual or communal septic systems, and 4500 litres of effluent or less would be produced per day as a result of the development being completed, applicants are required to submit a hydrogeological report prepared by a qualified professional:

Title and date of hydrogeological report: _____ N/A

c. What type of storm drainage is proposed for the subject land?

- Storm sewer
- Ditches
- Swales
- Other (specify): _____

17. Condominium Applications

a. Has the municipality approved a site plan for the proposed condominium?

Yes No

b. If "Yes", has a site plan agreement been entered into?

Yes No

c. Has a building permit been issued for the proposed condominium?

Yes No

d. Is the proposed condominium under construction or completed?

Yes No

e. Is the proposed condominium a conversion of a building containing residential rental units?

Yes No

If "Yes", how many units are to be converted? _____

18. Housing Affordability

Housing Type	Number of Units	Unit Size and/or Lot Frontage	Estimated Selling Price/Rent	Canada Mortgage and Housing Corporation (CMHC) Average Price/Rent for Current Year
Semi-detached				
Link/Semi-detached				
Row or townhouse				
Apartment block				
Other types or multiples				

(See Planning Rationale (Attached))

19. Do the subject lands contain any areas of archaeological potential?

Yes No

If "Yes", the following information must accompany this application:

a. An archaeological assessment prepared by a person who holds a licence that is effective with respect to the subject land, issued under Part VI (Conservation of Resources of Archaeological Value) of the Ontario Heritage Act

Title and date of report: _____

b. A conservation plan for any archaeological resources identified in the assessment

Title and date of report: _____

20. Previous Applications

Has the subject land ever been the subject of any of the following applications under the Planning Act (if the answer to any of the following is "Yes", please provide the file number and status of the application if known):

Official Plan Amendment Yes No File No.: _____ Status: _____

Plan of Subdivision Yes No File No.: _____ Status: 17 years ago, Dormant

Consent Yes No File No.: _____ Status: _____

Site Plan Control Yes No File No.: _____ Status: _____

Zoning By-law Amendment Yes No File No.: _____ Status: _____

Minor Variance Yes No File No.: _____ Status: _____

21. Provincial Policies

a. Is the request consistent with policy statements issued under subsection 3(1) of the Planning Act?

Yes No

b. Is the subject land within an area of land designated under any provincial plan or plans?

Yes No

If "Yes", does the request conform to, or not conflict with, the applicable provincial plan or plans?

22. Additional Studies or Information

Additional studies or information may be required by the Municipality to support the application. The application may not be considered a complete application unless these studies have been completed. Applicants are advised to pre-consult with the Municipality to determine what additional studies or information is required.

List of additional studies or information required by the Municipality (to be provided by the Municipality):

- Traffic Impact Study
- MDS Study
- Environmental Impact Study
- Servicing Feasibility Study

23. Draft Plan Requirements

Section 51(17) of the Planning Act requires the submission of a draft plan containing all of the following information:

- The boundaries of the land proposed to be subdivided, certified by an Ontario Land Surveyor (OLS);
- The locations, widths and names of the proposed highways within the proposed subdivision and of existing highways on which the proposed subdivision abuts;
- On a small key plan, on a scale of not less than one centimeter to 100 metres, all of the land adjacent to the proposed subdivision and the relationship of the boundaries of the land to be subdivided to the boundaries of the township lot or other original grant of which the land forms the whole or part;
- The purpose for which the proposed lots are to be used;
- The existing uses of all adjoining lands;
- The approximate dimensions and layout of the proposed lots;
- Natural and artificial features such as buildings or other structures or installations, railways, highways, watercourses, drainage ditches, wetlands and wooded areas within or adjacent to the land proposed to be subdivided;
- The availability and nature of domestic water supplies;
- The nature and porosity of the soil;
- Existing contours or elevations as may be required to determine the grade of the highways and the drainage of the land proposed to be subdivided;
- The municipal services available or to be available to the land proposed to be subdivided; and
- The nature and extent of any restrictions affecting the land proposed to be subdivided, including restrictive covenants or easements.

24. Agent Authorization

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed.

I/We, KARL PEDERSEN are the registered owners of the subject land and I/we hereby authorize EXP SERVICES to make this application on my/our behalf and to provide any of my/our personal information that will be included in this application or collected during the processing of the application.

Date: FEB 4, 2016

Owner's Signature: 

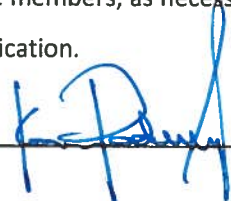
Date: _____

Owner's Signature: _____

25. Authorization for Site Visits

I/We authorize Municipal Staff and Council and/or Committee members, as necessary, to enter the subject property to gather information necessary in the assessment of the application.

Date: FEB 4, 2016

Applicant's Signature: 

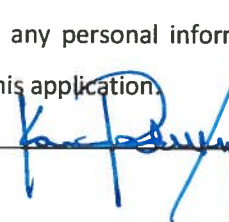
Date: _____

Applicant's Signature: _____

26. Consent for the Use and Disclosure of Personal Information

For the purposes of the Freedom of Information and Protection of Privacy Act, I/We authorize and consent to the use by, or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purpose of processing this application.

Date: FEB 4, 2016

Applicant's Signature: 

Date: _____

Applicant's Signature: _____


27. Declaration

Note: This declaration is to be completed in front of a Commissioner for Taking Affidavits


I, KARL PEDERSEN of the CITY OF TEMISKAMING SHORES
in the DISTRICT of TEMISKAMING make oath and say (or
solemnly declare) that the information contained in this application is true and that the information contained in the
documents that accompany this application is true and I make this solemn declaration conscientiously knowing that
it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Sworn (or declared) before me

at the CITY OF TEMISKAMING SHORES
in the DISTRICT OF TEMISKAMING
this 4th day of FEBRUARY, 20 16



Signature of Applicant

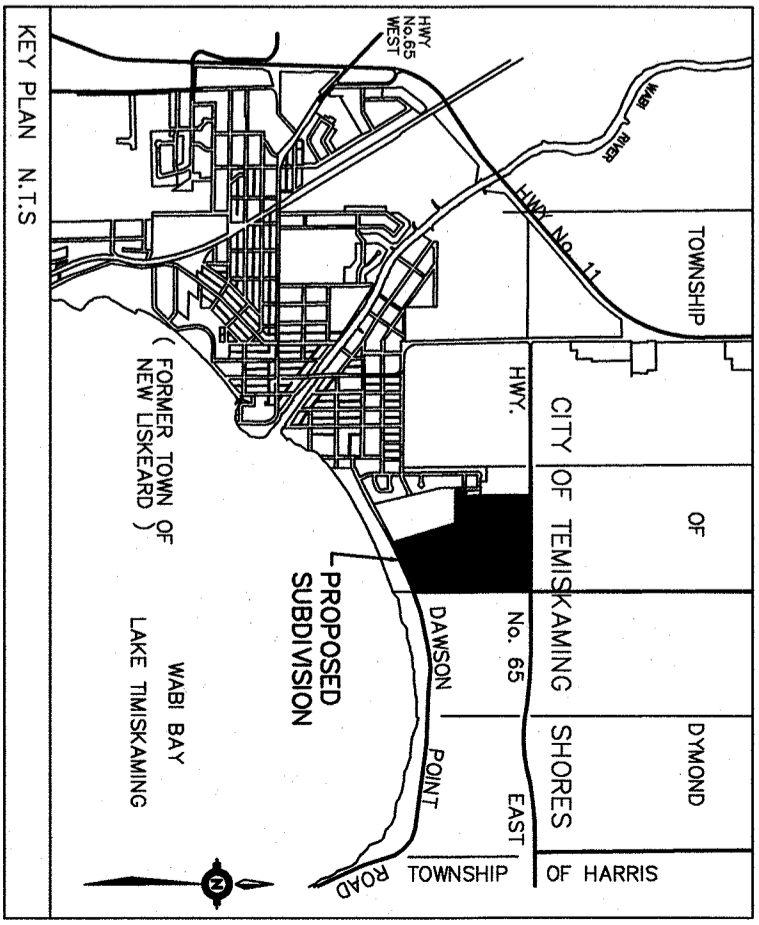


A Commissioner for Taking Affidavits
Heather Lynne Brazeau, a Commissioner,
Etc., District of Timiskaming, for
Pedersen Construction Inc.
Expires June 27, 2016.

DRAFT PLAN of SUBDIVISION
PART OF BROKEN LOT 10, CONCESSION 2
GEOGRAPHIC TOWNSHIP OF DYMOND
CITY OF TEMISKAMING SHORES
FILE No. 16001



THE KING'S HIGHWAY No. 65



OWNER'S CERTIFICATE

I, Karl Pedersen, being the registered owner of the subject lands, hereby authorize Story Geomatics Inc. to prepare and submit a Draft Plan of Subdivision for approval.

Signature: *Karl Pedersen*
 Date: Feb 11, 2016

SURVEYOR'S CERTIFICATE

I hereby certify that the boundaries of the lands to be subdivided on this plan and their relationship to adjoining land are accurately and correctly shown.

Signature: *R.W. Sfrain*
 Date: Feb 11, 2016

ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT

- (a) SEE DRAFT PLAN
- (b) SEE DRAFT PLAN
- (c) SEE KEY PLAN & DRAFT PLAN
- (d) SINGLE FAMILY RESIDENTIAL
- (e) SEE DRAFT PLAN
- (f) SEE DRAFT PLAN
- (g) SEE DRAFT PLAN
- (h) MUNICIPAL WATER
- (i) LACUSTRINE CLAYS
- (j) SEE DRAFT PLAN
- (k) FULL MUNICIPAL SERVICES
- (l) SEE DRAFT PLAN

STORY GEOMATICS INC.
 202 MAIN STREET
 FREDERICKTON, NB A1B 1X0
 TEL: 709-472-3334 FAX: 709-472-3335
 WWW.STORYGEOMATICS.COM

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

SCALE 1 : 1500

CITY FILE: 16001 PLAN: 228-02-GE01 JOB No.: 228-02-GE01

The City of Temiskaming Shores has received the following application for approval of a plan of subdivision:

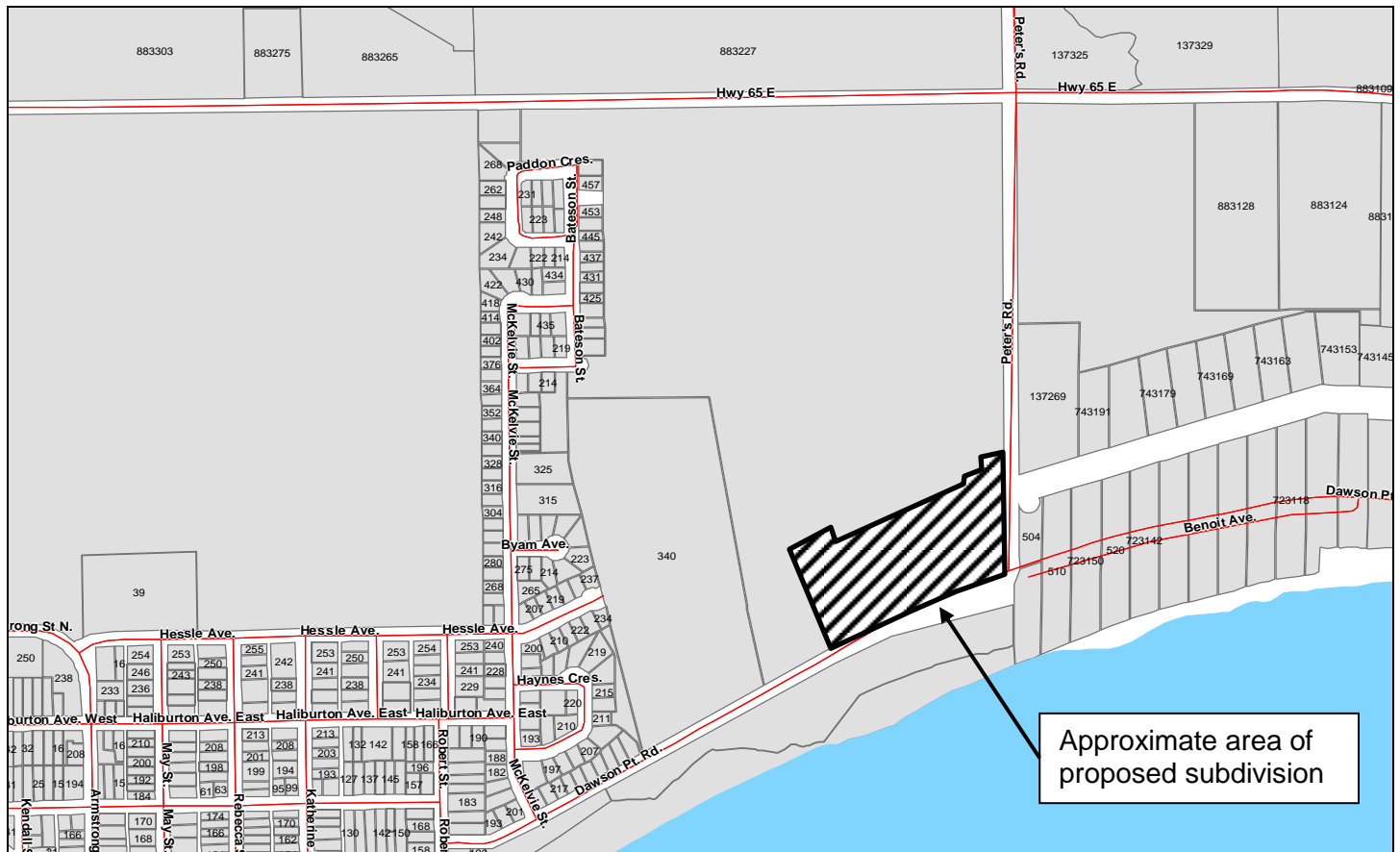
File #: 54-T-16001
Owner: FPT Holdings Ltd.
Agent: exp Services
Property: Concession 2, Part of Lot 10, Dymond
 (bordered by Highway 65E to the north, Dawson Point Road to the south, École Secondaire Catholique Sainte-Marie to the west, and Peters Road to the east)

A public hearing will be held to consider the plan of subdivision application:

Date: Tuesday, March 1, 2016
Time: 6:00 p.m.
Place: Council Chambers at City Hall, 325 Farr Drive, Haileybury

The application proposes the creation of a 26-lot residential subdivision on 4.85 hectares of land located on the southern portion of the property. Each lot will be serviced with municipal water and sewer and will front on and have access to a year round public road.

The property is designated Residential Neighbourhood in the City of Temiskaming Shores Official Plan and is zoned Low Density Residential (R2) in the Town of New Liskeard Zoning By-law 2233.



Any person may attend the public meeting and/or make written or verbal presentation to express support of, or opposition to, this application. If you are aware of any person who may be affected by this application, who has not received a copy of this notice, it would be appreciated if you would inform them of the application. Written comments on this application may be forwarded to the City prior to the hearing.

If a person or public body does not make oral submissions at a public meeting, if one is held, or make written submissions to the City of Temiskaming Shores in respect of the proposed plan of subdivision before the approval authority gives or refuses to give approval to the draft plan of subdivision, the person or public body is not entitled to appeal the decision of the Council of City of Temiskaming Shores to the Ontario Municipal Board.

If a person or public body does not make oral submissions at a public meeting, if one is held, or make written submissions to the City of Temiskaming Shores in respect of the proposed plan of subdivision before the approval authority gives or refuses to give approval to the draft plan of subdivision, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

If you wish to be notified of the decision of the Council of the City of Temiskaming Shores in respect of the proposed plan of subdivision, you must make a written request to the undersigned.

Additional information regarding the proposed plan of subdivision is available for review between 8:30 a.m. and 4:30 p.m. at City Hall, or by contacting the undersigned.

Dated this 10th day of February, 2016.

Jennifer Pye
Planner
City of Temiskaming Shores
325 Farr Drive
PO Box 2050
Haileybury, ON P0J 1K0
Tel: 705-672-3363 ext. 4105
Fax: 705-672-2911
jpye@temiskamingshores.ca

<u>File #:</u>	54-T-16001	<u>Date of Decision:</u>	March 15, 2016
<u>Owner:</u>	FPT Holdings Limited	<u>Date of Notice:</u>	March 16, 2016
<u>Agent:</u>	exp Services Inc.	<u>Last Date of Appeal:</u>	April 5, 2016
<u>Property:</u>	Dymond Concession 2, Part of Broken Lot 10 (bordered by Highway 65E to the north, Dawson Point Road to the south, École Secondaire Catholique Sainte-Marie to the west, and Peters Road to the east)	<u>Lapsing Date:</u>	April 6, 2019

The City's conditions and amendments to final plan of approval for registration of this Subdivision are as follows:

No. Condition

1. That this draft approval applies to the draft plan of subdivision for Part of Lot 10 Concession 2, in the geographic Township of Dymond, now the restructured municipality of the City of Temiskaming Shores, Plan 228-02-GEO_, prepared by Story Geomatics Inc., and dated February, 2016, showing Lots 1-26 for single detached dwellings, Block A for future development and parkland dedication, an easement location between lots 11 and 12, and an un-named street.
2. Those easements as may be required for utility or drainage purpose shall be granted to the appropriate authority and shall form part of the documents to be registered.
3. That prior to final approval the owner must enter into a subdivision agreement with the City of Temiskaming Shores to satisfy all the requirements, financial and otherwise, of the City including, but not limited to, the construction of the development, road(s), installation of services/infrastructure, landscaping, drainage and solid waste. The Subdivision Agreement shall also provide for the City to assume ownership of the infrastructure described above.
4. That provision is made for the subdivision agreement between the applicant and the City to be registered against the lands to which is applies once the plan of subdivision has been registered.

Notes to Draft Approval

1. It is suggested that the owner be aware of section 144 of the Land Titles Act and subsection 78(10) of the Registry Act.
2. Subsection 144(1) of the Land Titles Act requires that a plan of subdivision of land that is located in a land title division be registered under the Land Titles Act. Exceptions to this provision are set out in subsection 144(2).
3. Subsection 78(10) of the Registry Act requires that a plan of subdivision of land that is located only in a registry division cannot be registered under the Registry Act unless that title of the owner of the land has been certified under the Certification of Titles Act. Exceptions to this provision are set out in clauses (b) and (c).
4. Should human remains be identified during operations, all work in the vicinity of the discovery will be suspended immediately. Notification will be made to the Ontario Provincial Police who will conduct a site investigation and contact the district coroner. Notification must also be made to the Heritage Operations Unit of the Ministry of Tourism, Culture and Sport and the Registrar of Cemeteries, Ministry of Government Services.
5. Should other cultural heritage values (archaeological or historical materials or features) be identified during operations, all activity in the vicinity of the recovery will be suspended and the Ministry of Culture archaeologist contacted. This provides for the potential for deeply buried or enigmatic local site areas not typically identified in evaluations of potential.

<u>File #:</u>	54-T-16001	<u>Date of Decision:</u>	March 15, 2016
<u>Owner:</u>	FPT Holdings Limited	<u>Date of Notice:</u>	March 16, 2016
<u>Agent:</u>	exp Services Inc.	<u>Last Date of Appeal:</u>	April 5, 2016
<u>Property:</u>	Dymond Concession 2, Part of Broken Lot 10 (bordered by Highway 65E to the north, Dawson Point Road to the south, École Secondaire Catholique Sainte-Marie to the west, and Peters Road to the east)	<u>Lapsing Date:</u>	April 6, 2019

6. Section 9 of the Endangered Species Act prohibits killing, harming, harassing, capturing or taking extirpated, endangered and threatened species. Should a species at risk be encountered during development activities, the activity should be suspended and the MNRF office should be contacted immediately at 705-474-5550.
7. It is required that the subdivision agreement be registered, as provided by subsection 51(26) of The Planning Act, R.S.O. 1990 against the land to which it applies, as notice to prospective purchasers.
8. Contacts for clearances and other approvals are as follows:
Jennifer Pye
Planner
City of Temiskaming Shores
PO Box 2050
Haileybury, ON P0J 1K0
Tel: 705-672-3363 ext. 4105
9. All measurements in subdivision and condominium final plans must be presented in metric units.
10. Inauguration, or extension of a piped water supply, a sewage system or a storm drainage system, is subject to the approval of the Ministry of Environment and Climate Change under section 53 of the Ontario Water Resources Act, R.S.O. 1990.
11. The final plan approved must be registered within 30 days or the approval authority may withdraw its approval under subsection 51(59) of The Planning Act, R.S.O. 1990.
12. The approval of the draft plan will lapse on the date three (3) years from the date of issuance of draft approval. It is the responsibility of the applicant to request an extension to the draft approval if one is needed. A request for extension should be made to the approval authority at least 60 days prior to the lapsing of the draft approval. No extension can be given after the lapsing date. The request should include the reasons why an extension is needed.

Subject: Site Plan Agreement Amendment
Temiskaming Propane

Agenda Date: March 15, 2016
Report No.: CGP-007-2016

Attachments

Appendix 01: Draft by-law to amend Site Plan Agreement

Appendix 02: Amended Site Plan

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CGP-007-2016; and
2. That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-064 (Site Plan Control Agreement with 2419713 Ontario Inc. and 2419753 Ontario Inc. – Temiskaming Propane) for consideration at the March 15, 2016 Regular Council meeting.

Background

2419713 Ontario Inc. and 2419753 Ontario Inc. (operating as Temiskaming Propane) purchased the property at 744055 Brazeau Boulevard (Parts 5 to 8 on Plan 54R-3480, in the northern portion of the Dymond Industrial Park) from the City in 2014.

On March 17, 2015, Council passed By-law No. 2015-064 entering into a Site Plan Agreement with the property owner for the development of a propane facility, including a cylinder filling station as well as facilities for the rehabilitation of propane cylinders for re-use. Rehabilitation of cylinders includes removing the remaining propane, re-valving, and repainting.

A building permit was issued in April, 2015 for the construction of the building on the property.

The property owner's agent has indicated that some changes are required to the Site Plan Control Agreement for the proposed development of the site. Staff reviewed the changes and concluded that an amendment to the agreement would be required to replace the original approved site plan with the site plan drawing attached as Appendix 02 to this report.

Staff did not consult with the Temiskaming Shores Accessibility Advisory Committee on the proposed amendments as it was decided that the proposed changes would not have a negative impact on accessibility for persons with disabilities.

Analysis

The proposed changes to the site plan are as follows:

- The top of slab elevation of the building is lowered from 257.10m to 255.70m to align more favourably with the adjacent street and existing lot elevation.
- Site elevations and grading have been adjusted to create a more gradual slope to the east to make the lot more usable.
- The perimeter fencing has been replaced with fencing around the perimeter of the incoming and reconditioned cylinder storage areas only.
- The interior floor plan has been altered reflecting the requirements of the processing equipment (paint line).
- Barrier-free parking and signage has been relocated to be adjacent to the walkway to the main entrance door.
- The location of the make-up air unit for the paint booth is now shown on the plan.
- The location of the propane storage tanks for the refilling process have been moved to the south side of the driveway for operational purposes.

The property is made up of two lots on a registered plan which are held in separate ownership. It is the applicant's preference to hold the lots in separate ownership, so the site plan as submitted meets the zoning requirements in terms of setbacks, etc. for both individual lots. The agreement has been registered on title to both lots and therefore binds the development of both lots.

Based on estimates provided by the applicant, the owner posted security in the amount of \$16,700.00 before the building permit was issued. The security ensures that the on-site and off-site works are completed in accordance with the approved Site Plans and the agreement. The security is refunded upon notification from the owner's engineer that the site has been developed in accordance with the approved plans, including submission of a red-line drawing showing any minor differences.

Staff recommends that Council adopt a by-law to amend By-law No. 2015-064 - Site Plan Agreement with 2419713 Ontario Inc. and 2419753 Ontario Inc. The amendment will be registered on title for both lots at the owner's expense.

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

Staffing implications related to this matter are limited to normal administrative functions and duties.

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and approved by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

Jennifer Pye
Planner

Kelly Conlin
Director of Corporate Services (A)

Christopher W. Oslund
City Manager

The Corporation of the City of Temiskaming Shores

By-law No. 2016-000

Being a by-law to amend By-law No. 2015-064 being a by-law to authorize the execution of a Site Plan Agreement with 2419713 Ontario Inc. and 2419753 Ontario Inc. for 744055 Brazeau Boulevard – Roll Nos. 54-18-020-001-027.19, 5418-020-001-027.18

Whereas Section 41 of the Planning Act, R.S.O. 1990 c.P.13, as amended, enables the Municipality to establish a Site Plan Control Area;

And whereas the Council of the Corporation of the City of Temiskaming Shores passed By-law No. 2014-133 designating certain areas within the Township of Dymond as Site Plan Control Areas;

And whereas the Council of the Corporation of the City of Temiskaming Shores passed By-law No. 2015-064 entering into a Site Plan Agreement with 2419713 Ontario Inc. and 2419653 Ontario Inc. for the development of the property located at 744055 Brazeau Boulevard;

And whereas Council considered Administrative Report No. CGP-007-2016 at the March 15, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2015-064 for consideration at the March 15, 2016 Regular Council meeting;

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

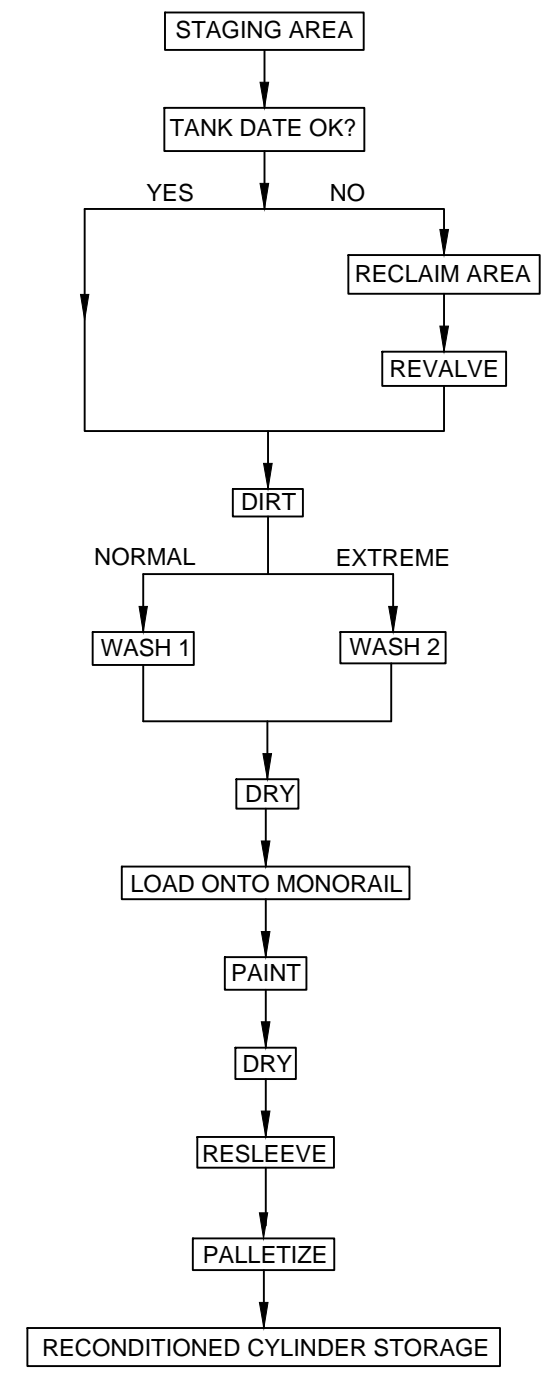
1. That Schedule "A" to By-law No. 2015-064 is hereby amended by deleting Appendix 1 and replacing it with Appendix 1, a copy of which is hereto attached as Schedule "A" and forms part of this by-law.
2. That a Notice of Agreement be registered at the Land Titles Office in Haileybury to register Schedule "A" to this by-law.
3. That this by-law takes effect on the day of its final passing.
4. 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 15th day of March, 2016.

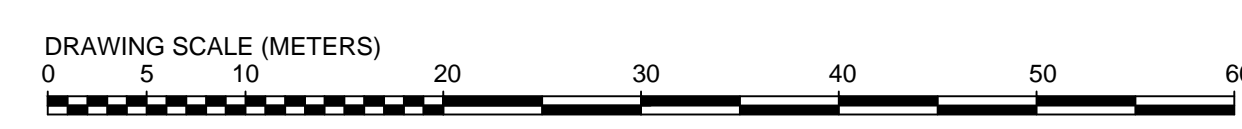
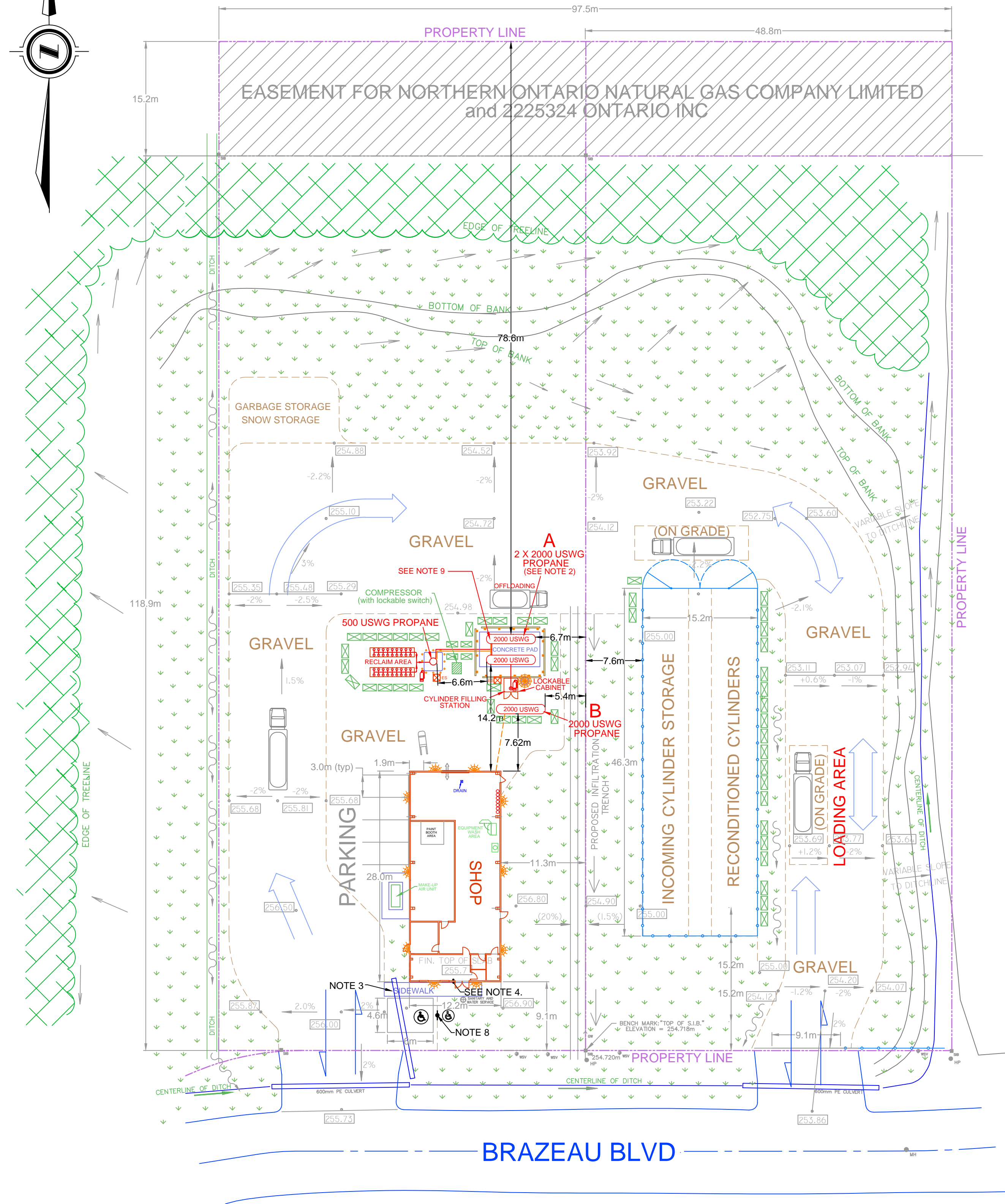
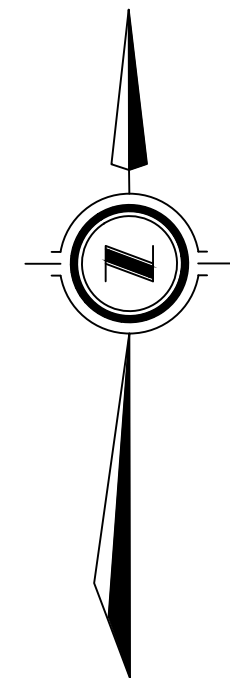
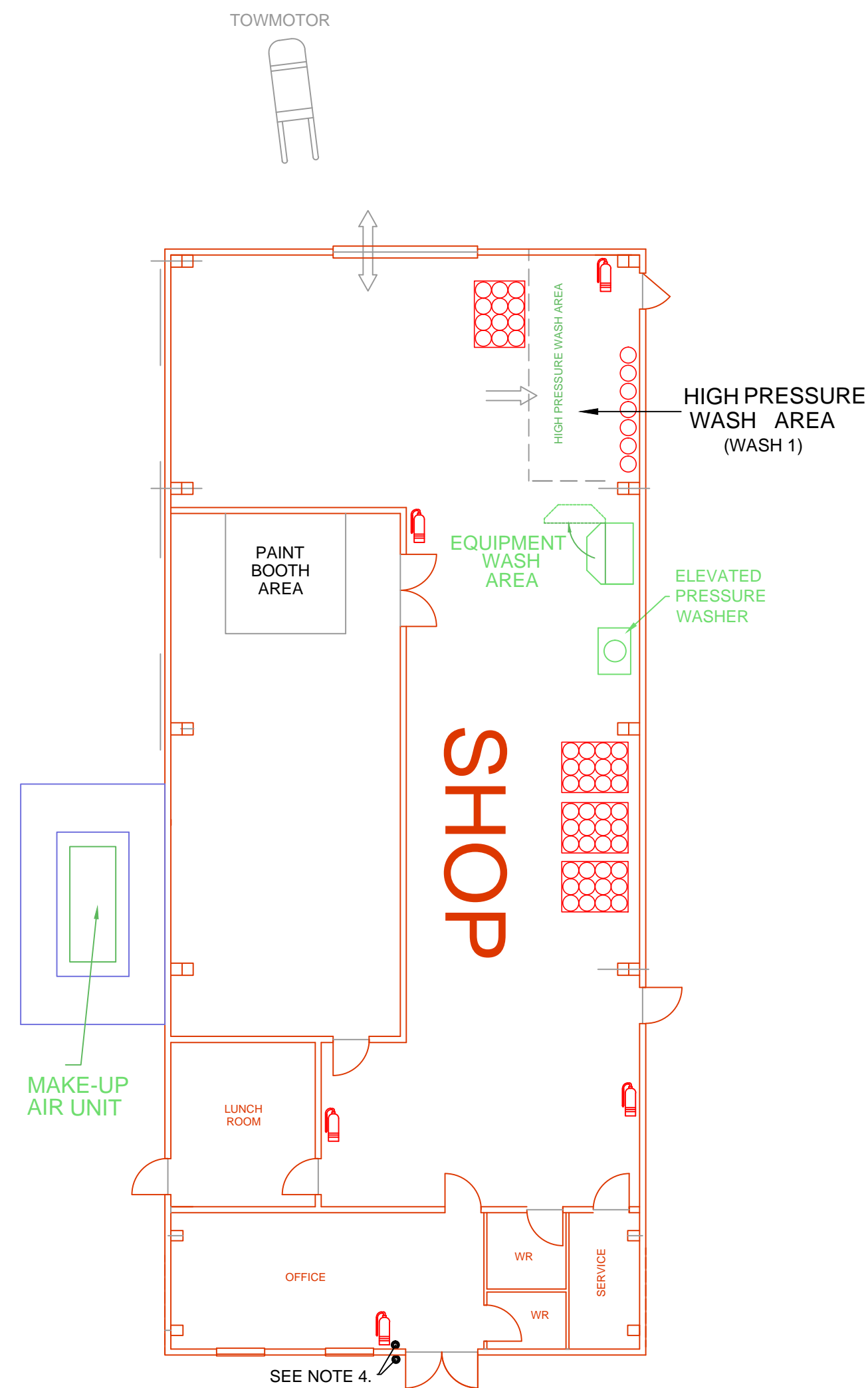
Mayor – Carman Kidd

Clerk – David B. Treen

CYLINDER PROCESSING FLOWCHART



DETAIL A - INTERIOR OF SHOP



SITE PLAN

NOTES:

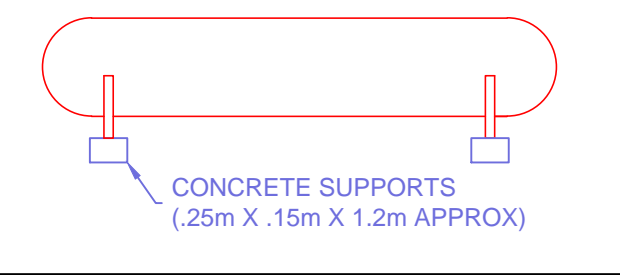
- TOTAL LENGTH OF MONORAIL TRACK AS SHOWN IS 40m.
- TANK TO SIT ON CONCRETE SUPPORTS UNDER BOTH ENDS PER DETAIL B.
- ACCESSIBILITY PARKING REQUIRED. CONCRETE SIDEWALK TO BE LEVEL WITH GRASS LEVEL. GRADE OF SIDEWALK TO BE 1:20. WIDTH = 1.1m
- PUSHBUTTON DOOR ACTIVATION TO BE LOCATED AS SHOWN.
- SEE STS DRAWING FOR FULL STORM WATER DESIGN.
- HEIGHT OF SHOP IS 5.5m MAXIMUM.
- FOR DETAIL OF SHOP FLOOR LAYOUT SEE DWG BNS-CGS-F-01-1R0
- LOCATE SIGN FOR ACCESSIBLE PARKING ON POST PER APPENDIX 29 OF SCHEDULE "A" OF THE TRAFFIC AND PARKING BY-LAW
- ENSURE FILL VALVE IS LOCATED AT WEST END OF 2000 USWG TANKS.

DISTANCE TABLE

(distances in meters)	TANK A	TANK B
NORTH PROPERTY LINE	78.6	87.5
EAST PROPERTY LINE	6.7	3.1
SOUTH PROPERTY LINE	51.3	40.2
WEST PROPERTY LINE	35.6	44.5

LEGEND	
	Property Line
	Emergency Stop
	Industrial Building
	Vehicle Barriers
	Egress Points
	Fire Extinguisher
	Fire Hydrant
	Bollards
	Propane Line (liquid)
	Propane Line (vapour)
	Chain Link Fence
	Storm Drain
	Night-Sky Friendly Lighting
	Accessible Parking Space
	Accessible Parking Sign
	Finished Grade
	Water Flow Direction

DETAIL B



29	07/03/16	-modify elevations and slopes per STS 2015-0022 C-01 rev 6
28	04/03/16	-bring elevations and slopes into alignment with as built data
27	17/02/16	-change location of disabled parking sign
26	12/02/16	-dimension change on disabled parking space
25	04/02/16	-requested changes per J. Brown - 02/2016
24	15/01/16	-requested changes per J. Brown - 01/13/16
23	05/01/16	-move tank area closer to shop
22	06/10/15	-replace 5000 USWG tank with two 2000 USWG
21	21/07/15	-replace 2000 USWG tank with 5000 USWG
20	03/10/15	-changes to floor plan per John Brown
19	02/12/15	-increase size of parking spaces per planning dept of Temiskaming
18	05/12/14	-update floor plan per BNS-CGS-F-01-1R0
17	17/11/14	-changes per review by planning dept of Temiskaming Shores
16	07/11/14	-add note + addition of proposed infiltration drainage trench (Detail D)
15	06/11/14	-integrate elevations and drainage per Shaba Engineering (gray layer)
14	04/11/14	-changes per review by planning dept of Temiskaming Shores
13	29/10/14	-add accessibility parking space per planning dept of Temiskaming
12	20/10/14	-changes per review by Northern Ontario Natural Gas Co.
11	15/10/14	-changes per review by planning dept of Temiskaming Shores
10	09/10/14	-reconfigure shop with paint booth against west wall
9	08/10/14	-remove asphalt and addition of tank elevation detail
8	08/10/14	-version using accurate survey per storm water management
7	24/09/14	-version with no bulk storage

REV	DATE	DESCRIPTION
DWG NO:		BNS-CGS-S-01-1R29
APPROVED BY:		Jeff Collinson
PREPARED BY:		Jeff Collinson
CHECKED BY:		Alex Beatty
REV:		29
signature:		date:

182 George St.
PO Box 894,
Arthur, Ontario
N0G 1A0

CORNER GAS - DYMOND, ON Site Drawing

The Corporation of the City of Temiskaming Shores

By-law No. 2016-038

Being a by-law to amend By-law No. 2015-096 being a by-law to enter into an Agreement with Product Care Association and the City of Temiskaming Shores for Phase 1 materials (paints and coatings) collected as part of the Municipal Hazardous or Special Waste – Orange Drop Collection Event

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 PCA and the City of Temiskaming Shores entered into an agreement concerning the provision of certain services by the City to PCA concerning Phase 1 materials, paints and coatings;

And whereas Council considered Memo No. 004-2016-PW at the March 15, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2015-096 to incorporate amendment agreement provided by Product Care to include payments associated with the collection of pesticides, solvents and fertilizers for consideration at the March 15, 2016 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 Schedule “A” to By-law No. 2015-096, as amended be hereby further 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 15th day of March, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law No. 2016-038

Amending Agreement between

The Corporation of the City of Temiskaming Shores

and

Product Care Association

**AMENDING AGREEMENT
PRODUCT CARE ASSOCIATION – MUNICIPAL
INDUSTRY STEWARDSHIP PLAN SERVICE AGREEMENT**

WHEREAS:

- A. Product Care Association of Canada and THE CORPORATION OF THE CITY OF TEMISKAMING SHORES (collectively, the “Parties”) entered into an agreement concerning Phase 1 material which is paints and coatings, and the containers in which they are contained dated June 30, 2015 (the “Agreement”);
- B. The parties wish to make certain amendments to the Agreement as set out herein.

THE PARTIES THEREFORE AGREE AS FOLLOWS:

- A. The Agreement is hereby amended effective April 1, 2016 as set out in Attachment 1 hereto.
- B. All other provisions of the Agreement remain un-amended and in full effect.

IN WITNESS WHEREOF the Parties have signed this AMENDING AGREEMENT as of April 1, 2016.

Product Care Association of Canada

by: _____

Name: Mark Kurschner

Title: President

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

by: _____

Name:

Title:

**ATTACHMENT 1 TO THE AMENDING AGREEMENT
PRODUCT CARE ASSOCIATION – MUNICIPAL
INDUSTRY STEWARDSHIP PLAN SERVICE AGREEMENT**

Preamble: The Parties agree that the preamble of the Agreement is deleted in its entirety and replaced with the following:

RECITALS:

- A. By letter received by Waste Diversion Ontario December 12, 2006, the Minister of the Environment for the Province of Ontario required Waste Diversion Ontario (“WDO”) to develop a waste diversion program for municipal hazardous or special waste (“MHSW”) and that Stewardship Ontario (“SO”) act as the Industry Funding Organization (“IFO”) for the program.
- B. SO, at the direction of and in cooperation with WDO, developed a municipal hazardous or special waste program plan for 9 materials (the Phase 1 materials), which was approved for implementation by the Minister of the Environment by letter dated February 19, 2008.
- C. SO and the Municipality are parties to an agreement as amended (the “SO Phase 1 Agreement”) concerning the provision of certain services by the Municipality to SO concerning the Phase 1 materials.
- D. On December 10, 2014 WDO approved PCA’s Industry Stewardship Plan for Paints and Coatings pursuant to the provisions of s. 34 of the *Waste Diversion Act, 2002*.
- E. On March 25, 2015, WDO designated June 30, 2015 as the effective date of the Paint ISP.
- F. On October 28, 2015 WDO approved PCA’s ISP for Pesticide, Solvent and Fertilizer pursuant to the provisions of s. 34 of the *Waste Diversion Act, 2002*.
- G. On December 17, 2015 WDO designated April 1, 2016 as the effective date of the Pesticide, Solvent and Fertilizer ISP.
- H. PCA and the Municipality wish to enter into an agreement concerning the provision of certain services by the Municipality to PCA concerning the Phase 1 materials which are paints and coatings, and pesticides, solvents and fertilizers and the containers in which they are contained as defined by the ISPs.

1.0 Definitions and Interpretation. The Parties agree that Section 1.0 of the Agreement is deleted in its entirety and replaced with the following:

- 1.1. Terms beginning with capital letters and used herein without definition shall have the meanings given to them in either the *Waste Diversion Act, 2002* (Ontario) or the *Municipal Act, 2001* (Ontario), as the case may be unless otherwise specified.
- 1.2. In this Agreement:

- (a) **“Agreement”** means this Agreement and includes all schedules and amendments thereto;
- (b) **“Business Day”** means Monday through Friday, excluding statutory holidays and any other day that the Government of Ontario has elected to be closed for business;
- (c) **“Claims Submission”** means submission to PCA of data required to validate claim for payment;
- (d) **“Collection Services”** means all the activities, including those conducted at Events and Depots operated by or on behalf of the Municipality, for the purpose of receiving, classifying, packing, storing and transferring ISP Materials onto transportation vehicles, including the manifesting of the MHSW prior to transportation away from the Event or Depot;
- (e) **“Commingled Materials”** means the ISP Materials listed in Schedule E that can be safely packed together for transportation as per the Packing Standards;
- (f) **“Current Price”** means the price for Post Collection Services for Commingled Materials in effect as of April 1, 2015 or subsequently approved by PCA;
- (g) **“Depot”** means a collection and transfer facility/location operated by or on behalf of the Municipality for receiving MHSW from the public and/or Exempt Small Quantity IC&I Generators and transferring same to transporters for processing or recycling;
- (h) **“Diversion Report”** means invoices, MHSW material tonnage reports, or other such documents as may reasonably be required by PCA from time to time for the validation of Claims Submissions;
- (i) **“End Processor”** means a Service Provider that processes collected ISP Materials;
- (j) **“Event”** means a one-day or other collection event, operated by or on behalf of the Municipality to collect, pack, transport, weigh, and process ISP Materials from the public and/or Exempt Small Quantity IC&I Generators;
- (k) **“Exempt Small Quantity IC&I Generator” or “Exempt SQG”** means a business that is not required to submit a Generator Registration Report with respect to MHSW under subsection 18 (1) of Regulation 347, made under the *Environmental Protection Act* (Ontario), as amended from time to time;
- (l) **“FOB”** means free on board;
- (m) **“Generator”** means the final user who generates waste which will be reused, recycled or disposed;
- (n) **“ISPs”** means the Paint ISP and the PSF ISP;
- (o) **“ISP Materials”** means paints and coatings, and PSF, and the containers in which

they are contained as defined in the ISPs;

- (p) **“ISP Services”** means the Collection Services and/or Post-Collection Services provided by the Service Provider for the ISP Materials;
- (q) **“ISP Effective Date”** means June 30, 2015 for the Paint ISP and April 1, 2016 for the PSF ISP;
- (r) **“Lab Pack Audit”** means a lab pack study conducted by a third party, with optional observation by no more than two representatives of the Member Associations at their discretion, that follows a methodology designed by SO with input from Member Associations to achieve a high level of statistical confidence, the results of which, after providing an opportunity for representatives of the Member Associations to review them in confidence, are used to determine the proportionate share of each Commingled Material to be paid by PCA as set out in this Agreement;
- (s) **“Manifesting”** means those activities associated with preparing a manifest for Post-Collection Services in accordance with Regulation 347 made under the *Environmental Protection Act* (Ontario);
- (t) **“Member Associations”** has the meaning set out in Section 4.3;
- (u) **“Minister”** means the Minister of the Environment and Climate Change for the Province of Ontario;
- (v) **“Non-Commingled Materials”** means the materials listed in Schedule E that must be packed separately for transportation as per the Packing Standards;
- (w) **“Obligated MHSW”** means MHSW designated as Phase 1 in the Minister’s program request letter to Waste Diversion Ontario received on October 25, 2010 requesting a revised waste diversion program for Phase 1 MHSW and as may be further defined by the Minister from time to time;
- (x) **“Packing Standards”** means the Waste Packing Protocols listed in Schedule “E” as amended by PCA from time to time;
- (y) **“PCA Portal”** means PCA’s online system for uploading Claims Submissions;
- (z) **“Paint Industry Stewardship Plan” or “Paint ISP”** means the PCA Paints and Coatings waste diversion program dated May 23, 2014 as it applies to Phase 1 materials approved by Waste Diversion Ontario on December 10, 2014 to commence on the ISP Effective Date, pursuant to section 34 of the *Waste Diversion Act, 2002* (Ontario), and any amendments thereto and replacements thereof;
- (aa) **“PSF”** means pesticides, solvents and fertilizers as defined in the PSF ISP;
- (bb) **“PSF Industry Stewardship Plan” or “PSF ISP”** means the PCA PSF waste diversion program dated May 15, 2015 for pesticides, solvents and fertilizers as it applies to Phase 1 materials approved by Waste Diversion Ontario on October 28,

2015 to commence on the ISP Effective Date, pursuant to section 34 of the *Waste Diversion Act, 2002* (Ontario), and any amendments thereto and replacements thereof;

- (cc) **“Post-Collection Services”** means the management of ISP Materials after delivery of such ISP Materials to a transportation Service Provider FOB the Event or Depot location, including but not limited to transportation of ISP Materials from Events and Depots, consolidation, sorting, weighing, processing, recycling, and safe disposal of residual waste and other post-collection waste management activities; and
- (dd) **“Service Provider”** means the Municipality and/or a commercial party that provides ISP Services to PCA or the Municipality as the case may be.

2.0 ISP Services. The Parties agree that Subsections 2.1 and 2.3 of the Agreement are deleted in their entirety and replaced with the following:

2.1. Schedule “A” to this Agreement sets out schematically three different service location types for the provision of ISP Services by the Municipality to PCA. These are as follows:

- (a) Depot
- (b) Event
- (c) Event (and transportation to Depot)

For the purpose of this Agreement, PCA and the Municipality have agreed that the service location types marked with an “X” below will be the ones under which the Municipality will provide ISP Services to PCA.

- Depot
- Event
- Event (and transportation to Depot)

2.3. The Parties recognize that there may be changes, including addition or removal of some materials, to the ISPs. In the event of such changes, either Party may request appropriate amendments to this Agreement to reflect those changes, and the Parties will negotiate same in good faith, failing which the matter will be resolved by arbitration in accordance with the provisions hereof.

3.0 Price and Payment. The Parties agree that Subsections 3.1 and 3.3 of the Agreement are deleted in their entirety and replaced with the following:

- 3.1. Price
 - (a) ISP Materials Services – Depot. As described in Schedule “A” hereto, PCA will

pay for ISP Services provided by the Municipality as of the respective ISP Effective Dates for the ISPs as follows:

- (i) PCA will pay the Municipality the hourly rate as set out in Schedule “C” for the Total Reimbursable Hours of Operation as specified in Schedule “B” for the Collection Services.
 - (ii) PCA will pay the Municipality PCA’s proportionate share (weight of ISP Materials as a proportion of total weight of transported MHSW) of the Post-Collection Services transportation costs for the Commingled Materials to a maximum of the Current Price as defined in Section 3.6 of this Agreement. The proportionate share will be based on the most recent Lab Pack Audit conducted by or on behalf of an authorized representative of PCA.
 - (iii) Post-Collection Services for Non-Commingled ISP Materials collected at Depots will be paid directly to Service Providers by PCA as part of the PCA Municipal Depot Transportation and Processing Incentive Program (“MDTPIP”)
- (b) ISP Materials Services - Event. As described in Schedule “A” hereto, PCA will pay for ISP Services provided by the Municipality as follows:
- (i) PCA will pay the Municipality an amount per tonne as set out in Schedule “C” for the Collection Services and Post-Collection Services for Events approved by PCA in accordance with Schedule “B”. The actual weight of the ISP Materials as determined by the Service Provider providing the Post-Collection Services will be used. PCA will pay the Municipality PCA’s proportionate share (weight of ISP Materials as a proportion of total weight of transported MHSW) for the Commingled Materials. The proportionate share will be based on the most recent Lab Pack Audit conducted by or on behalf of by an authorized representative of PCA.
- (c) ISP Materials Services – Event (and transportation to Depot). As described in Schedule “A” hereto, PCA will pay for ISP Services provided by the Municipality as follows:
- (i) PCA will pay the Municipality an amount per tonne as set out in Schedule “C” for the Collection Services and transportation of ISP Materials to a Depot for Events approved by PCA in accordance with Schedule “B”. The actual weight of the ISP Materials as determined by the Service Provider providing the Post-Collection Services will be used. PCA will pay the Municipality PCA’s proportionate share (weight of ISP Materials as a proportion of total weight of transported MHSW) for the Commingled Materials. The proportionate share will be based on the most recent Lab Pack Audit conducted by or on behalf of by an authorized representative of PCA.
 - (ii) PCA will pay the Municipality for Post-Collection Services (transportation from Depot and end processing) as set out in Section 3.1(a)

3.3. The Municipality will provide any additional back-up/supporting information reasonably requested by PCA to verify the accuracy of the Claims Submissions from time to time.

4.0 Term. The Parties agree that Subsection 4.1 of the Agreement is deleted in its entirety and replaced with the following:

4.1. The initial term of this Agreement will be for a period commencing on the ISP Effective Date for the Paint ISP and unless otherwise extended or terminated earlier in accordance with the provisions of this Agreement shall end on December 31, 2016.

5.0 Title and Compliance with Laws. The Parties agree that Subsections 5.1 and 5.2 of the Agreement are deleted in their entirety and replaced with the following:

5.1. Title to all ISP Materials collected by Municipality at Events and Depots will belong to PCA from the time of collection, and whether the ISP Materials is transported to the End Processor by the Municipality's Service Providers or PCA's Service Providers. Any contract entered into between Municipality and an End Processor for ISP Materials must provide that title transfers to the End Processor in accordance with the Processor Standards in Schedule "E", as amended from time to time. Notwithstanding the foregoing, if the Municipality operates a reuse program for any ISP Materials, title to the ISP Materials being reused shall transfer to Municipality one (1) second prior to being given to the person or entity requesting it for reuse purposes.

5.2. In performing the ISP Services hereunder, the Municipality represents and warrants that it will at all times, and will require its Service Providers to, have all Certificates of Approval/Environmental Compliance Approval and any other approvals required and that it will otherwise comply at all times and require its Service Providers to comply, with all applicable laws, regulations and requirements of any governmental authority having jurisdiction, including without limitation the Ontario Ministry of the Environment and Climate Change and the Ontario Ministry of Labour.

8.0 Indemnity and Insurance. The Parties agree that Subsection 8.1 of the Agreement is deleted in its entirety and replaced with the following:

8.1. Each party (the "Indemnifying Party") hereby indemnifies and saves harmless the other party (the "Indemnified Party") on its behalf and as trustee for, its respective council members, directors, officers, contractors, employees and agent, from and against any and all manner of actions or causes of actions, damages (but not including consequential damages), costs, loss or expenses of whatever kind (including related legal fees on a full indemnity basis) which the Indemnified Party, its council members, directors, officers, contractors, employees and agents may sustain, incur or be put to by reason of or directly or indirectly arising out of any breach of this Agreement by the Indemnifying Party or any willful misconduct or negligence of the Indemnifying Party or any person for whom the Indemnifying Party is, at law, responsible, in relation to matters arising out of this Agreement.

10.0 Notice. The Parties agree that Section 10.0 of the Agreement is deleted in its entirety and replaced with the following:

Any notice, request, demand or other instrument or communication herein provide, permitted or required to be given by either PCA or the Municipality will be in writing and sufficiently given if delivered personally, by facsimile transmission or other electronic means of written communication tested prior to transmission to the extent such testing is available (unless otherwise expressly provided herein) or if sent by registered mail to the following respective address hereinafter set out, namely:

Notices to PCA will be delivered to:

President
Product Care Association of Canada
105 West 3rd Avenue
Vancouver BC V5Y1E6
Facsimile: 604-592-2982
Email: ontario@productcare.org

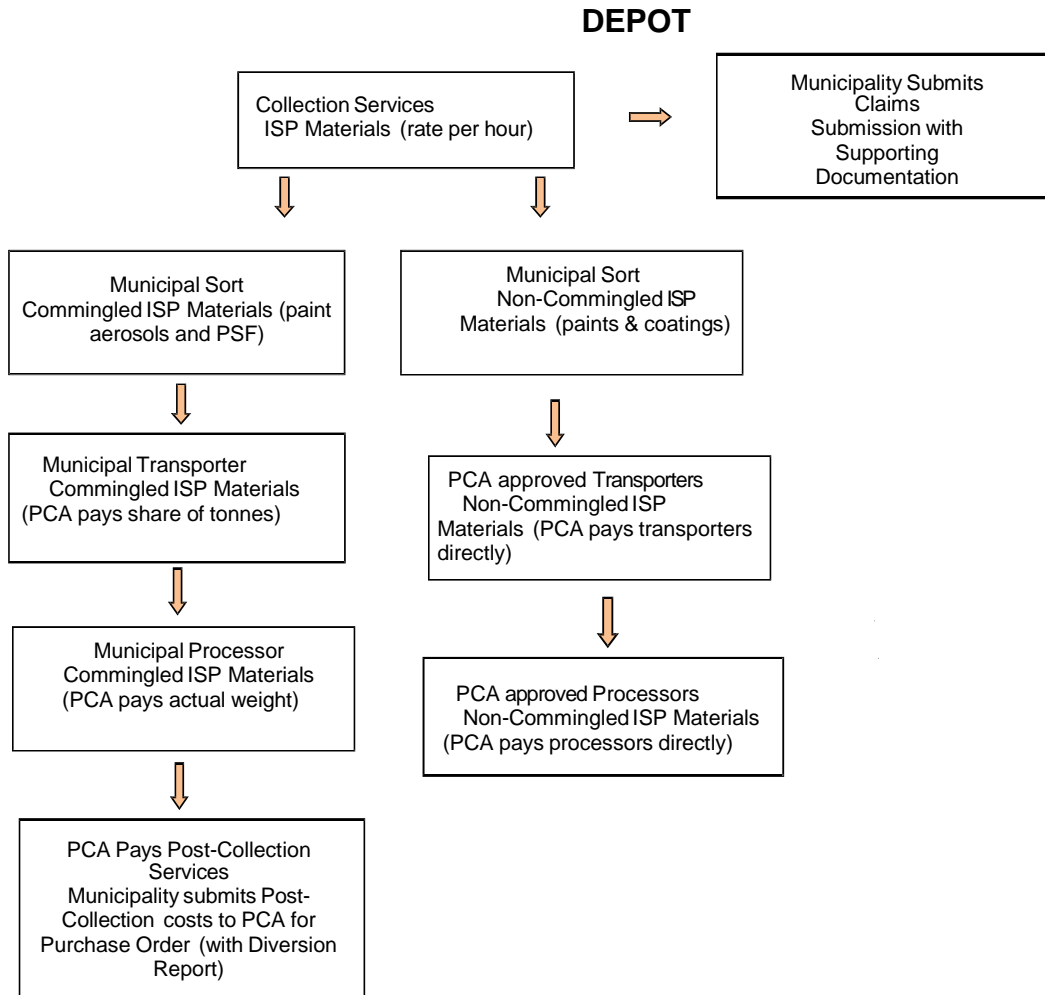
Notices to The Municipality will be delivered to:

Director of Public Works
THE CORPORATION OF THE CITY OF TEMISKAMING SHORES
325 Farr Drive
Haileybury, ON
P0J 1K0
Fax: (705) 672-2911
Email: dwalsh@temiskamingshores.ca

Any such notice if delivered personally, by facsimile transmission or by other electronic means will be conclusively deemed to have been given on the day of personal delivery, or facsimile transmission or electronic communication (and if after 5 p.m. E.T. the next following Business Day), or if mailed as aforesaid, will be conclusively deemed to have been received on the fifth (5th) business day following the day on which such notice is mailed as aforesaid (except during a postal strike in which case such notice shall be delivered via courier). Either party may, at any time, give written notice to the other of any change of address (postal and/or email) of the party giving such notice and from and after the giving of such notice the address therein specified shall (in the absence of knowledge to the contrary) be deemed to be the address of such party for the giving of notices thereafter.

29.0 Schedule “A”. The Parties agree that Schedule “A” of the Agreement is deleted in its entirety and replaced with the following:

SCHEDULE “A” – ISP SERVICES

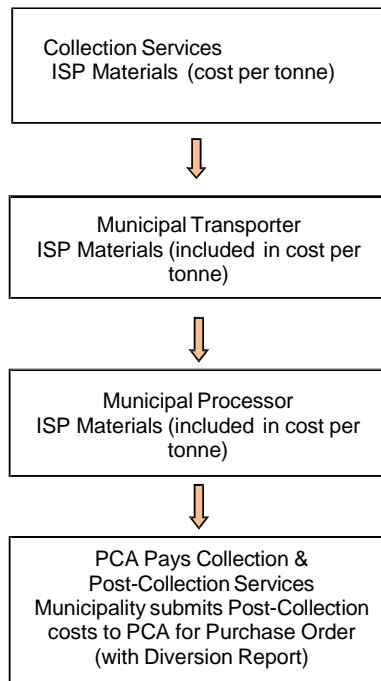


The Municipality or the Municipality’s Service Provider provides Depot Collection Services for ISP Materials. PCA pays the Municipality an hourly rate for the Collection Services.

Commingled ISP Materials may be packed in transportation containers with other non-Phase 1 ISP Materials at municipal Depots as per Packing Standards. For Commingled ISP Materials, the Municipality is to contract for transportation and processing of such Commingled ISP Materials and PCA will pay its proportionate share of the transportation (by weight as determined by Lab Pack Audit) and processing (by actual weight) costs for the ISP Materials.

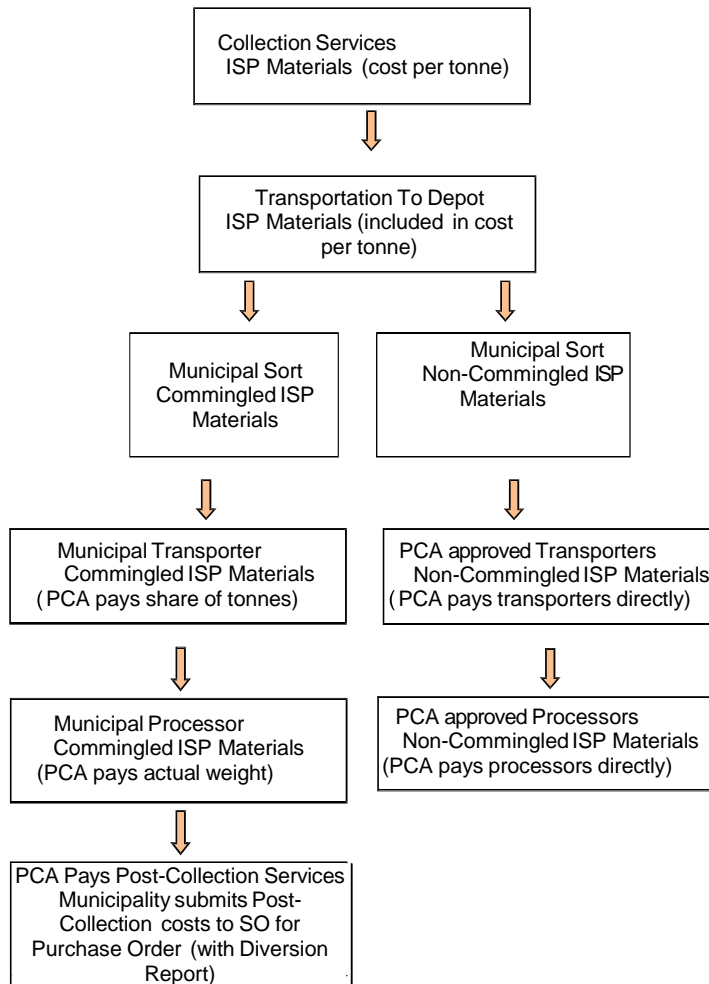
Non-Commingled ISP Materials are to be separately sorted by material as per Packing Standards by the Municipality at its Depots and made ready for pick-up by approved PCA transporters.

EVENT



The Municipality or the Municipality's Service Provider provides Event Collection Services for ISP Materials. The Municipality may combine Events with other activities, including collection of other Phase 1 and non-Phase 1 MHSW. PCA pays the Municipality a cost per tonne of ISP Materials as per Schedule "C" for the Collection and Post-Collection Services.

EVENT (and transportation to Depot)



The Municipality or the Municipality's Service Provider provides Event Collection Services for ISP Materials and transports the collected ISP Materials to a Depot. PCA pays the Municipality a cost per tonne.

Commingled ISP Materials may be commingled with other Phase 1 or non-Phase 1 MHSW materials at municipal Depots as per Packing Standards. For Commingled MHSW, the Municipality is to contract for transportation and processing of such Commingled MHSW and PCA will pay its proportionate share of the transportation (by weight as determined by Lab Pack Audit) and processing (by actual weight) costs for the Commingled ISP Materials.

Non-Commingled ISP Materials are to be separately sorted by material as per Packing Standards by the Municipality at its Depots and made ready for pick-up by an approved PCA transporter.

30.0 Schedule "C". The Parties agree that Schedule "C" of the Agreement is deleted in its entirety and replaced with the following:

SCHEDULE "C" – PAYMENT FOR COLLECTION SERVICES

PCA will pay the Municipality for ISP Materials Collection Services as follows:

For ISP Services – Depot, PCA will pay the Municipality the Hourly Rate (defined below) per hour plus applicable taxes for the Total Reimbursable Hours set out in Schedule "B", to be paid in twelve (12) equal monthly installments. For greater clarity, the monthly installment will be calculated as Total Reimbursable Hours divided by twelve (12) and multiplied by the Hourly Rate.

The "**Hourly Rate**" is the total of:

\$_0

For ISP Services – Event, PCA will pay the Municipality a rate of **\$ 2200.00** per tonne of ISP Materials plus applicable taxes.

For ISP Services – Event (and transportation to Depot), PCA will pay the Municipality a rate of **\$_0.00_** per tonne of ISP Materials plus applicable taxes.

INITIALLED BY MUNICIPALITY: _____

31.0 Schedule “E”. The Parties agree that Schedule “E” of the Agreement is deleted in its entirety and replaced with the following:

SCHEDULE “E” – PCA STANDARDS

Commingled Materials

- Aerosols, as defined under Paints & Coatings that are ISP Materials;
- Pesticides and containers in which they are contained that are ISP Materials;
- Solvents and containers in which they are contained that are ISP Materials; and
- Fertilizers and containers in which they are contained that are ISP Materials.

Non-Commingled Materials

- Paints and Coatings, and containers in which they are contained, that are ISP Materials;

The following are PCA’s ISP Materials Collection Site Standards applicable to this Agreement as of the date of this Agreement. PCA will provide advance notice of proposed revisions to these standards to the Municipality in accordance with this Agreement. Revisions to these standards will be posted on [//www.regeneration.ca/service-partner-support/ontario/](http://www.regeneration.ca/service-partner-support/ontario/)



ISP Materials Collection Site Standards

Effective: June 30, 2015

To the extent that there is any conflict between these Product Care Association ISP Materials Collection Site Standards and the requirements of applicable laws and regulations, the requirements of applicable laws and regulations apply. The collection site operator is required to comply with the requirements of the applicable laws and regulations. For greater certainty, in the event that the Product Care Association standards impose requirements that are more stringent or additional to the requirements of applicable laws and regulations but do not conflict with such laws and regulations, the collection site operator is required to comply with the PCA standards as well as with applicable laws and regulations

Background:

PCA operates the Industry Stewardship Plans (“ISPs”) to ensure certain hazardous and special wastes are collected and recycled or otherwise safely disposed of in an environmentally appropriate way.

Product Care Association was authorized by Waste Diversion Ontario to plan, implement and operate the ISPs for paints and coatings and PSF, and the containers in which they are contained as defined in the ISPs.

The ISPs, rules and material definition can all be viewed on the PCA website at <http://www.regeneration.ca//service-partner-support/ontario/>

Purpose:

The ISP Collection Site Standards define the minimum operating requirements to qualify as a Product Care Association collection site for ISP Materials. All locations wishing to act as a collection site on behalf of PCA must be approved by PCA.

The ISP Collection Site Standards do not absolve collection sites from any federal, provincial and/or municipal legislation and regulations applicable to their operation. It is the collection site's responsibility to be aware of, and abide by, all such legislation and regulations.

PCA reserves the right to review and revise these standards on an ongoing basis. The most current version will be posted on the PCA website. PCA will, as a courtesy, provide notification of changes to active collection sites for which it has current email addresses; however, it is the collection site's responsibility to regularly check the PCA website for revisions.

Who this applies to:

For the purposes of these standards, a *Collection Site Operator* means the operator of a location at which ISP Materials are received from the public and/or a small quantity or IC&I generator, or via the site's internal operations from which a transporter will pick up ISP Materials and transport it to an approved ISP Materials processor. These standards apply to the following two types of collection sites:

1. **Type 1 sites:** Sites that receive a wide range of MHSW, and
2. **Type 2 sites:** Sites that collect only: Paints and coatings;

Enforcement of these Standards:

Collection site operators shall:

- Provide PCA with all reasonable information relating to these standards or any matter that relates to the ISP or procedures of PCA;
- Acknowledge that PCA has a right of access to any and all such information during normal business hours and on 24 hours' notice.

Moreover, PCA may verify compliance information provided by collection site operators, either directly or through a third party acting on its behalf. Please note that all parties acting on behalf of PCA are bound by strict confidentiality agreements.

1. General Requirements

All ISP Materials collection site operators shall:

- 1.1 Possess a valid business licence if they are a commercial operation.
- 1.2 Either self-insure, or possess comprehensive or commercial general liability insurance, including coverage for bodily injury, property damage, complete

operations and contractual liability.

- 1.3 Identify and comply with all applicable legislation and approvals, including but not limited to:

Type 1 collection sites shall be:

- In possession of and in compliance with all terms in their MOECC Environmental Compliance Approval (ECA);
- Registered with the MOECC's Hazardous Waste Information Network (HWIN);
- In compliance with the Ontario *Environmental Protection Act, 1990* (including R.R.O. 1990, O. Reg. 347, General – Waste Management);
- In compliance with the federal *Transportation of Dangerous Goods Act* (TDGA);
- In compliance with applicable municipal zoning bylaws or other bylaws, such as fire codes, parking and hours of operation.

Type 2 collection sites shall be:

- In compliance with the Ontario *Environmental Protection Act, 1990* (including R.R.O. 1990, O. Reg. 347, General – Waste Management);
- In compliance with the federal *Transportation of Dangerous Goods Act* ;
- In compliance with applicable municipal zoning bylaws or other bylaws, such as fire codes, parking and hours of operation.

- 1.4 Maintain a documented process to identify, assess and ensure compliance with this standard and all applicable legislative and regulatory requirements, including but not limited to:

- Environmental regulations, including permits or certifications for operating, air emissions, or other discharges;
- Occupational health and safety regulations;
- Hazardous waste management regulations (storage, handling).

- 1.5 Implement and maintain an emergency response plan to prepare for and respond to emergency situations including fires, spills and medical events.

- 1.6 Maintain all records for a minimum of two years or longer as required by law, including manifests, bills of lading and waste records.

- 1.7 Provide notice to PCA of any fines or regulatory orders in the previous five years and, going forward, within 60 days of any new fine or regulatory order as it relates to the ISP.

2. Occupational Health and Safety

All collection site operators shall:

- 2.1 Identify and comply with all applicable health and safety legislation, including but not limited to:

- *Employment Standards Act, 2000*;
- *Occupational Health and Safety Act, 1990*;

- *Workplace Safety and Insurance Act, 1997;*
 - *Canada Labour Code.*
- 2.2 Possess workers' compensation coverage through either a provincial (WSIB) program or a private insurance policy.
- 2.3 Be compliant with the Workplace Hazardous Materials Information System (WHMIS), including training requirements.
- 2.4 Maintain an occupational health program that includes processes to safeguard the health and safety of employees by:
- Providing regular documented health and safety training;
 - Providing and enforcing the correct use of personal protection equipment; and
 - Safeguarding hazardous mechanical processes.

3. Staff Training

All collection site operators shall:

- 3.1 Train staff on their emergency response plan.
- 3.2 Train staff to identify and pack ISP Materials in its appropriate waste class according to Waste Packing Protocols (refer to Appendix A).
- 3.3 Train staff to differentiate between ISP Materials that is eligible for collection services under the ISP and those that are not (refer to Appendix A).
- 3.4 Update staff training based on any changes made to the Collection Site Standards.
- 3.5 Document and maintain records of staff training.

4. Waste Packing Protocols

All collection site operators shall:

- 4.1 Pack waste according to the MOECC's waste classes and PCA Waste Packing Standards as outlined in Appendix A.
- 4.2 Ensure that ISP Materials are handled and stored as follows:

For Type 1 collection sites:

In accordance with the conditions laid out in their respective Environmental Compliance Approval and all applicable laws and regulations.

For Type 2 collection sites:

- Have the ability to receive wastes from the public in a controlled manner (direct supervision or monitored) in a customer drop-off area;

- Have adequate infrastructure to shelter material from inclement weather in a consolidation storage area;
 - Have sufficient space to receive, sort, store and prepare transportation containers for shipment:
 - Paints and coatings: minimum of eight (8) 205 L drums/two standard UN gaylord boxes or one week of paints and coatings received at each collection site;
 - As applicable, have material-handling equipment with the ability to move containers onto transport vehicles;
 - Be accessible to transport vehicles for pick-up of ISP Materials ; and
 - Have adequate security measures in place to prevent ISP Materials from being tampered with by anyone at the site or using the collection facility at unauthorized times.
- 4.3 All waste must be packed in an approved UN container¹ and all materials transported must be contained in accordance with TDGA requirements.
- 4.4 Transportation containers must be filled to capacity, except if this practice contravenes either a ministry order or the Collection Site Operator's Environmental Compliance Approval Storage Requirements. Transportation containers used at event days should be filled to capacity and it is understood the last container filled of the day may not be filled, it may be partially filled.
- 4.5 If applicable, make use of vermiculite in sufficient quantity to cover and protect the waste material from breakage when there is a potential for spillage or breakage of containers in a lab pack during transport:
- 4.6 Place large pails (25 litres or more) on skids and shrink wrap to prevent shifting of waste during transport. Alternatively, gaylord boxes may be used placing 25L pails on the bottom layer.
- 4.7 Contamination allowances
- The maximum contamination allowance is 5%. This is a weight-based allowance assessed on individual drums for a given waste class.
 - Contamination levels in transport containers (mis-packed ISP Materials, non-program wastes as identified in Appendix A) will be monitored by PCA or by its authorized agent through random sampling. ISP Materials collection site operators will be required to take corrective action if contamination allowances are exceeded. PCA reserves the right to apply a financial penalty to collection site operators who exceed the contamination allowance or revoke the collection site's approval status if corrective action is not taken as requested by PCA.

¹ Refers to containers that meet the requirements established by the United Nations Committee of Experts on the Transportation of Dangerous Goods; these requirements provide a uniform international system for identifying and packaging Class 3, 4, 5, 6.1, 8 and 9 dangerous goods for transport.

32.0 Appendix “A”. The Parties agree that Appendix “A” of the Agreement is deleted in its entirety and replaced with the following:

Appendix A –ISP Materials Packing Standards

Please note: This table references all ISP materials as approved in the ISPs. Product Care Association of Canada (PCA) requires that waste materials in each individual row (as numbered in the first column on the left) be packed separately (even though they may be packed under the same waste class)

#	Waste Class / UN#	Sorting Requirements	Examples of Inclusions	Examples of Exclusions	Instructions	Eligible Generators
1	Aerosols - 331 UN 1950	Commingled¹	<ul style="list-style-type: none"> • Includes paints and coatings, pesticides and solvents managed through Product Care Association's ISP program and waste not managed through Product Care Association's program that are packaged under pressure in a non-refillable self-closing container that contains a propellant in gaseous form. 	<ul style="list-style-type: none"> • Pressurized containers (refillable or non-refillable) • Fire extinguishers (including in aerosol format) • Inhalers • Hair Spray • Insect Repellant 		<ul style="list-style-type: none"> • Residential • Designated IC&I Businesses (small quantity generator)

#	Waste Class / UN#	Sorting Requirements	Examples of Inclusions	Examples of Exclusions	Instructions	Eligible Generators
2	Fertilizers - 147 UN 1477	Commingled¹	<ul style="list-style-type: none"> Includes both fertilizers managed by Product Care Association's ISP program and fertilizers that are not managed by Product Care Association All N-P-K fertilizers, micronutrients and supplements Includes fertilizer products that contain pesticides (e.g., Weed & Feed). 	<ul style="list-style-type: none"> Containers used to deliver fertilizers with a capacity greater than 30 litres. 		<ul style="list-style-type: none"> Residential Designated IC&I Businesses (small quantity generator)
3	Miscellaneous Waste Organic Chemicals - 263 UN 1992, 1993	Commingled¹	<ul style="list-style-type: none"> Includes both solvents managed through Product Care Association's ISP program and wastes that are not managed through Product Care Association's ISP program. Note: Solvents include such items as turpentine, alcohols (methanol, isopropanol, ethanol), ketones (acetone, methyl ethyl ketone), xylene, toluene, mineral spirits, linseed oil, naphtha, methylene chloride and products marketed as paint thinners, lacquer thinners, automotive body resin solvents, contact cement thinners, paint strippers and degreasers. 	<ul style="list-style-type: none"> Paints and coatings Driveway and roof sealants 	Vermiculite must be used in sufficient quantity to cover and protect the waste if there is a potential for breakage (i.e., glass containers) or spillage during transport. Alternatively, and to save on space and vermiculite, glass containers can be placed into secondary containers or pails which can be filled with vermiculite and then placed in drum.	<ul style="list-style-type: none"> Residential Designated IC&I Businesses (small quantity generator)

#	Waste Class / UN#	Sorting Requirements	Examples of Inclusions	Examples of Exclusions	Instructions	Eligible Generators
4	Paints, Stains and Coatings - 145	Non-Commingled²	<ul style="list-style-type: none"> • All architectural paint including latex, oil and solvent-based coatings, including paints and stains, whether tinted or un-tinted, and their containers. • All architectural paints and coatings for household and industrial use. • Includes all driveway and roof sealants. • Includes non-pesticide containing marine paints • Note: Architectural coatings means organic coatings intended for onsite applications at ambient temperatures to interior or exterior surfaces of residential, commercial, institutional, industrial, or government structures including exterior and interior house paints, stains, undercoaters, primers and sealers. Structures include all components and attachments of both buildings and non-buildings, including but not limited to driveways, furniture (indoor and outdoor) appliances, floors, cabinets and doors as well as automotive structures for aerosol paint applications and marine structures for non-pesticide marine coatings. 	<ul style="list-style-type: none"> • Products that match the definition of both Paints & Coatings and a Pesticide are to be packed with Pesticides • All paints and coatings in aerosol containers are to be packed with 331 - Aerosols • Stucco and spackling compounds • Waxes and polishes • Paints & Coatings supplied in containers with a volume greater than 25 litres 	Collection/transport containers should be packed with larger paint containers at the bottom, any spaces filled with smaller containers, and smaller paint containers on top. Paint and coating containers must be stacked upright in the collection/transport containers.	<ul style="list-style-type: none"> • Residential • Designated IC&I Businesses (small quantity generator)

#	Waste Class / UN#	Sorting Requirements	Examples of Inclusions	Examples of Exclusions	Instructions	Eligible Generators
5	Pesticides - 242 UN 2902	Commingled¹	<ul style="list-style-type: none"> Includes both pesticides managed by Product Care Association's ISP program and pesticides that are not managed by Product Care Association. 	<ul style="list-style-type: none"> Products that contain both pesticide and fertilizer (e.g., Weed & Feed) 	Vermiculite must be used in sufficient quantity to cover and protect the waste if there is a potential for breakage (i.e., glass containers) or spillage during transport. Alternatively, and to save on space and vermiculite, glass containers can be placed into secondary containers or pails which can be filled with vermiculite and then placed in drum.	

1 - Commingled refers to waste managed under Product Care Association's ISP program that are packed with waste that is not managed by Product Care Association because separating them at the collection site is not possible or practical. Product Care Association uses allocation models derived from audits conducted on its behalf to calculate its financial obligations to collectors and its collection performance for reporting purposes.

2 - Non-Commingled refers to the sorting of waste such that only wastes managed under Product Care Association's program are packed in the same shipping container.

INITIALLED BY MUNICIPALITY: _____

The Corporation of the City of Temiskaming Shores

By-law No. 2016-039

Being a by-law to enter into an agreement with James Lathem Excavating Limited for the Rental of a Track Mounted Excavator for snow ditching within the City of Temiskaming Shores

Whereas under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the powers of a municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the municipality's ability to responds 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-012-2016 at the March 15th, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with James Lathem Excavating Limited for the Rental of a Track Mounted Excavator for consideration at the March 15, 2016 Regular Council meeting;

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

1. That Council authorizes the entering into an agreement with James Lathem Excavating Limited for the Rental of Track Mounted Excavator at the following rates plus applicable taxes:

Area No. 1 – Dym		Area No. 2 – N.L.		Area No. 3 – Hlby	
Excavator	5 Floats	Excavator	5 Floats	Excavator	5 Floats
\$96 / hr	\$885 / wk	\$ 96 / hr	\$855 / wk	\$96 / hr	\$590 / wk

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 minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

Read a first, second and third time and finally passed this 15th day of March, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law 2016-039

Agreement between

The Corporation of the City of Temiskaming Shores

and

James Lathem Excavating Limited

for the Rental of a Track Mounted Excavator c/w Float
Service for Snow Ditching

This agreement made in duplicate this 15th day of March 2016.

Between:

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

and

James Lathem Excavating 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 Contract Documents entitled:

**Corporation of the City of Temiskaming Shores
Equipment Rental – Track Mounted Excavator
Tender No. PWO-RFT-001-2016**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents attached hereto as Appendix 01 and forming part of this agreement, and
c) Complete, as certified by the Director, all the work by **May 31st, 2016.**

Article II:

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services at the following rates plus applicable taxes:

Area No. 1 – Dym		Area No. 2 – N.L.		Area No. 3 – Hlby	
Excavator	5 Floats	Excavator	5 Floats	Excavator	5 Floats
\$96 / hr	\$885 / wk	\$ 96 / hr	\$855 / wk	\$96 / hr	\$590 / wk

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:

James Lathem Excavating Limited
P.O. Box 176
North Cobalt, Ontario
P0J 1R0

The Owner:

City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

The Director:

The Director of Public Works
City of Temiskaming Shores
P.O. Box 2050 / 325 Farr Drive
Haileybury, Ontario
P0J 1K0

Remainder of 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)

Contractor's Seal)
(if applicable))

Municipal Seal)

James Lathem Excavating Limited

President – Al Jenkins

Witness
Print Name: _____
Title: _____

**Corporation of the City of
Temiskaming Shores**

Mayor – Carman Kidd

Clerk – David B. Treen



Appendix 01 to
Schedule "A" to

By-law No. 2016-039

Form of Agreement

Form of Tender

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Tender. I/We understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labour, apparatus and documentation as are required to satisfy this Tender.

NOTE: All portions of "Form of Tender" must be accurately and completely filled out.

Section 1

AREA 1 – DYMOND TWP. APPROXIMATELY 40 HOURS					
Item	Description	Make and Model and Manufactured Date	Minimum Operating Weight	Unit	Rate, \$
1	Equipment move, based on 5 moves over 40 hour period. (1 move every 8 hours)	2012 Western Star & 2013 Eager Beaver 60 Ton Float		Lump Sum TOTAL for 5 moves	\$885
2	Excavation time, per hour based on 1 hour	2009 200LC Komatsu Excavator	23,000kg	Per Hour	\$96

Page 1 of 8 to be submitted

AREA 2 – NEW LISKEARD APPROXIMATELY 40 HOURS					
Item	Description	Make and Model and Manufactured Date	Minimum Operating Weight	Unit	Rate, \$
1	Equipment move, based on 5 moves over 40 hour period. (1 move every 8 hours)	2012 Western Star & 2013 Eager Beaver 60 Ton Float		Lump Sum TOTAL for 5 moves	\$885
2	Excavation time, per hour based on one hour	2009 200LC Komatsu Excavator	23,000kg	Per Hour	\$96

AREA 3 – HAILEYBURY/ NORTH COBALT APPROXIMATELY 40 HOURS					
Item	Description	Make and Model and Manufactured Date	Minimum Operating Weight	Unit	Rate, \$
1	Equipment move, based on 5 moves over the 40 hour period. (1 move every 8 hours)	2012 Western Star & 2013 Eager Beaver 60 Ton Float		Lump Sum TOTAL for 5 moves	\$590
2	Excavation time, per hour based on 1 hour	2009 200LC Komatsu Excavator	23,000kg	Per Hour	\$96

Page 2 of 8 to be submitted

The City permits one Bidder to Bid simultaneously for more than 1 location. Should the Bidder be successful on more than 1 location, the City reserves the right to decide which location(s) to award to the Bidder based on the greatest benefit to the taxpayer.

Pricing shall exclude applicable taxes but will be considered extra.

All hourly rates offered in this Tender are firm, irrevocable and open for acceptance by the City for a period of thirty (30) days. The City will not reimburse any Bidder for any cost or expense of any kind incurred in preparation or submission of any response to this Tender.

Company Name James Lathem Excavating Limited	Contact name (please print) Craig Jenkins
Mailing Address Box 176, North Cobalt, Ontario	Title Estimator
Postal Code POJ 1R0	Authorizing signature  "I have the authority to bind the company/corporation/partnership."
Telephone 705-672-5576	Fax 705-672-3232
Cell Phone if possible 705-648-0473	Email craigjenkins@jlathem.ca

Page 3 of 8 to be submitted

Non Collusion Affidavit

I/ We James Lathem Excavating Limited the undersigned, am fully informed respecting the preparation and contents of the attached Tender 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 it's 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 quoted 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, Tender 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 North Cobalt this 1st day of March, 2016

Signed



Company Name

James Lathem Excavating Limited

Title

Estimator

Page 4 of 8 to be submitted

Conflict of Interest Declaration

Please check appropriate response:

- I/we hereby confirm that there is not nor was there any actual or 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 quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at North Cobalt this 1st day of March, 2016.

Firm Name James Lathem Excavating Limited

Bidder's Authorization Official Craig Jenkins

Title Estimator

Signature 

Page 5 of 8 to be submitted

Schedule "A" – List of Proposed Qualified Operators

A list of no less than two (2) operators that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Operator	Experience Describe graduate training/ years as Operator	Employee Status Full Time/Part time
Greg Wark	5 years experience	Full Time
Bryce Bigras	8 years experience	Full Time

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 Tender document.

Signed by Company Official

Craig Jenkins

Printed



Signed

This is Page 6 of 8 to be submitted

Schedule "B" – List of Proposed Sub Contractors (when applicable)

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)
Own Forces		

I / We verify that the information provided above is accurate and that the individuals/ contractors are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

_Craig Jenkins



Printed

Signed

Page 7 of 8 to be submitted

Schedule "C" – Accessibility For Ontarians With Disabilities Act, 2005 Compliance Agreement

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the Accessibility for Ontarians with Disabilities Act, 2005. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name: Craig Jenkins Company Name: James Lathem Excavating Limited

Address: Box 176, North Cobalt, Ontario

Phone #: (705) 672-5576

I, Craig Jenkins , declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act, 2005.

I, _____, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act, 2005, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, the City has provided a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service, www.gov.on.ca/mcss/serve-ability/splash.html.

Date: March 1, 2016

This is Page 8 of 8 to be submitted

The Corporation of the City of Temiskaming Shores

By-law No. 2016-040

**Being a by-law for the Adoption of a Volunteer Recruitment
and Retention Program for the Temiskaming Shores Fire
Department**

Whereas Section 2 (1) of the Fire Protection and Prevention Act, 1997 states that every municipality shall establish a program in the municipality which must include public education with respect to fire safety and provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances;

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

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

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

And whereas Council considered Administrative Report No. PPP-001-2016 at the March 15, 2016 Regular Council meeting and repealed Resolution No. 2008-055 authorizing a Volunteer Firefighter Hiring and Promotional Policy as well as directed staff to prepare the necessary By-law for a Volunteer Recruitment and Retention Program for consideration of 1st and 2nd reading at the March 15, 2016 Regular Council meeting;

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

1. That council for the City of Temiskaming Shores adopts a Volunteer Recruitment and Retention Program for the Temiskaming Shores Fire Department identified as Schedule "A", hereto attached and forming 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 and second time this 15th day of March, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

Read a third time and finally passed this 5th day of April, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



VOLUNTEER RECRUITMENT & RETENTION PROGRAM



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*Message from Timothy H. Uttley
Fire Chief, City of Temiskaming Shores*

Without a strong and vibrant volunteer fire service, the City of Temiskaming Shores would not be able to receive the customary level of fire protection services expected from their fire department.

It is therefore vital that the Temiskaming Shores Fire Department be able to recruit and retain volunteers so that we can continue to protect our residents effectively from fire and other related hazards. Without a doubt, volunteers are one of the fire department's greatest asset. Time is also very valuable, unfortunately both have limits. There are so many demands on time within a volunteer setting that it is imperative we rethink how we manage maintaining a solid recruitment and retention program.

The program being presented to Council will outline alternative strategies that will change our recruitment and retention practices. It will provide opportunities for participation and development for our youth, and provide sound strategies and tools to help the fire department implement an effective volunteer and recruitment program. This program will also help fire department leaders communicate what is expected of the new recruit and what impact volunteering will have on families, friends and the business community.

To retain our volunteers that we have, we must give them encouragement, training, tools and recognition. In return, the fire department will have the services of men and women, who derive great satisfaction in protecting their community and who, with the experience they gain over the years, become an increasingly valuable resource.

Through the implementation of this Recruitment & Retention Program, we will help strengthen our fire department for the future.

Forward

This Recruitment & Retention Program has been developed to establish the qualifications and criteria for the recruitment, retention, and appointment of volunteers to the Temiskaming Shores Fire Department (TSFD).

It is also intended to act as a resource for those men and women who have indicated an interest in becoming a volunteer member of the Temiskaming Shores Fire Department. Membership however within our department requires a serious commitment. The information contained within this document has been developed to provide the information needed to help individuals make that decision.

This program contains information on the organization of the department, training, and participation requirements, and answers to typical questions about membership and will provide other important information.

Goals of the Department

The goal of the fire department is to provide fire protection services through a range of programs designed to protect the lives and property of the inhabitants from the adverse effects of fires, sudden medical emergencies or exposure to dangerous conditions created by man or nature; first to the municipality; second to those municipalities requiring assistance through authorized emergency fire service plan and program (mutual aid) activities; and third, to those parties which are provided fire protection by the fire department via authorized agreement.

The Nature of our Business

Firefighting is one of the most diverse and challenging professions known today. It is this diversity that inspires most men and women to enter the fire service, both as volunteers and career employees. Imagine having to train to prepare yourself to cope with situations that range from structure fires, hazardous material spills, sudden medical emergencies and motor vehicle accidents, and almost any imaginable emergency situation in between.

This diversity coupled with the fact that your skills may be needed at any time of day, seven days a week, in any kind of weather, and very often under potentially stressful and emotional circumstances makes our contribution to our profession very personally rewarding.

Two basic purposes of the public fire service are to first prevent fire or emergencies from occurring. This is done through public fire safety education, fire safety inspections and code enforcement programs. Secondly we are here to prepare ourselves to control fire or emergencies should prevention not prevail. This is done through education, training, pre-incident planning, more training, state of the art equipment and even more training.

This type of work or job is not for everyone. You need more than just a desire to help people. You also need courage, dedication, assertiveness, and a willingness to learn new skills and face new challenges. The Fire Department is not for the meek or timid or for those who lose control of their emotions during times of crisis. Our service is one which calls on its members to perform hot, sweaty, dirty, strenuous work, often in uncertain and hazardous environments.

The personal rewards and satisfaction received from being involved in the Fire Department are often beyond description. There is a sense of accomplishment after controlling a building fire, providing compassion for accident victims, and fulfillment in teaching fire safety.

The bottom line in our business is measured by the prevention and reduction of loss of life, pain and suffering, and property damage that we have in our service. We are here and prepared for one reason and that is to provide service to the residents of our community.

If you feel you have what it takes to meet the challenges of our business, we welcome you to apply to join us.

Purpose

- To implement organized marketing and recruitment strategies;
- To outline the selection, hiring, training, and retention of volunteers for the fire department;
- To establish the qualifications and criteria for the recruitment and appointment of Junior and Auxiliary Firefighters for the Temiskaming Shores Fire Department;
- To establish the qualifications and criteria for the recruitment and appointment of Volunteer Firefighters for the Temiskaming Shores Fire Department;
- To establish the qualifications and criteria for the promotion and advancement of Volunteer Firefighters of the Temiskaming Shores Fire Department.

Recruitment – General

1. When conducting our assessment for the recruiting of volunteers, it shall be the policy of the Temiskaming Shores Fire Department to look beyond the traditional "fire suppression" perspective. The following roles, while not limited as such, not only contribute to the fire department's broader mission through better administration and logistical support, they can also enhance our response capabilities and public education activities. By utilizing this approach it puts to use the rich resources that are available in the City of Temiskaming Shores:
 - Firefighting and Rescue
 - Public Education, Teaching and Training
 - Public and Media Relations
 - Photography, Graphic Arts and Publishing
 - Emergency Vehicle Drivers and Operators
 - Radio and Telephone Communications and Dispatch
 - On Scene Rehabilitation and Support to Responders
 - Fundraising and Events Coordination
2. In order to be clear regarding roles, skills and knowledge that we may be recruiting for, we shall develop a position description for each position we may be recruiting for.

3. The final approval of the appointment of all Volunteer Firefighters and Auxiliary Firefighters being considered for appointment shall be the responsibility of Municipal Council upon recommendation of the Fire Chief for the City of Temiskaming Shores. The final approval for the appointment of all Junior Firefighters being considered for the Junior Firefighter Program shall be the responsibility of the Fire Chief for the City of Temiskaming Shores.
4. The Fire Department's Establishing and Regulating By-law establishes the minimum and maximum number of Volunteer Firefighters for each District Station for the purpose of ensuring adequate fireground staffing. For the purpose of this recruitment and retention program, volunteers for the Junior Firefighter Program and the Auxiliary Firefighter Program shall be excluded from these numbers as they do not contribute to ensuring adequate fire ground staffing requirements.
5. The recruitment for all volunteer positions, including Volunteer Firefighters, shall be conducted under the direction of the Fire Chief for the City of Temiskaming Shores.
6. An annual volunteer recruitment drive may be conducted in July of each year in order to establish a number of interested individuals to draw from. All applications received shall be acknowledge by correspondence from the Fire Chief for the City of Temiskaming Shores as to the status of the application.
7. The Fire Chief for the City of Temiskaming Shores may place advertisements for the recruitment of all volunteers in local newspapers, radio, on the City's Website, and social media.
8. If any member of the department has contact with someone interested in becoming a Volunteer member of the fire department, they may provide the person with an application form and have them forward his or her application to the Fire Chief of the City of Temiskaming Shores.
9. The Municipality relies on the accuracy of information contained in the volunteer application, as well as the accuracy of the other data presented throughout the interview and appointment process. Any misrepresentations, falsifications, or material omissions in any of this information or data may result in the Municipality's exclusion of the individual from further consideration for appointment as a Volunteer Firefighter, Junior or Auxiliary Firefighter, or if the person has not been hired, or terminated from employment.
10. Volunteer applications must be completed using forms provided by the Fire Department and submitted to the Fire Chief of the City of Temiskaming Shores. Information provided in an application for employment is subject to the confidentiality requirements under the Municipal Freedom of Information and Protection to Privacy Act. All applications received shall be acknowledged by the Fire Chief of the City of Temiskaming Shores.

Recruitment – Junior Firefighter Program / Guidelines

The Temiskaming Shores Fire Department wishes to establish a Junior Firefighter Program. The program is being established as a training program for young men and women aged 15 – 17, interested in serving their community and preparing themselves to become active Volunteer Firefighters upon reaching the age of 18. At age 18, the Junior Firefighter is eligible to apply to join the Auxiliary Firefighter Program, or as an active Volunteer Firefighter. The Junior Firefighter Program shall allow up to nine (9) Junior Members to be on the department.

As a Junior Firefighter, members do not respond to any actual emergencies but may serve in a

supportive role for Volunteer Firefighters after emergency calls at the fire station and as a supplement to a formal training program. The Temiskaming Shores Fire Department Training Officer shall be the primary contact for the Junior Firefighter, and shall serve as the Junior Firefighter training officer.

Eligibility

1. Any resident of the City of Temiskaming Shores, or non-resident as otherwise recommended by the Fire Chief, between the ages of 15 – 17, may make application for membership to the Temiskaming Shores Fire Department as a Junior Firefighter.
2. The applicant must be in good academic standing with his/her school at the time of application and during the period of membership as a Junior Firefighter. A minimum of 2.0 ("C") average grades must be maintained.
3. The applicant must complete a Junior Firefighter application in its entirety, including the Agreement, Waiver and Release form that must be signed by a parent or legal guardian.

General Rules

1. The general standard of conduct is to act in the manner of a professional. Junior Firefighters represent the TSFD, and are expected to be courteous and respectful to fellow firefighters and emergency service personal and all citizens served. The TSFD will not tolerate vulgar, offensive, discriminatory or threatening language or gestures at any time. Junior Firefighters may not wear any article of clothing that, in the opinion of the Fire Chief, would be offensive to the public served. Violations will result in disciplinary action, and may include suspension.
2. The TSFD maintains a "Zero Tolerance" policy with respect to drug and alcohol use and violation of public laws. Any possession or use of alcohol or illegal drugs, or being under the influence of alcohol or illegal drugs at any time while involved in TSFD activities, on TSFD property or in apparatus will result in immediate and permanent suspension from the TSFD Junior Firefighter Program.
3. Junior Firefighters may not use or display emergency identification on their personal vehicle (e.g., green lights and fire department plates). Junior Firefighters may not wear clothing identifying them as a TSFD firefighter, except assigned protective gear, uniforms or logo shirts/hats worn for official purposes only or as approved by the Fire Chief. Junior Firefighters will not be issued identification cards or badges.
4. Junior Firefighters may not enter a TSFD fire station unless a senior member of the department is present, and then only for official business (training drill, department meeting or work detail). Junior Firefighters will not be given building keys or door lock combinations. Junior Firefighters may not bring friends into a fire station or permit them to be aboard fire apparatus.
5. Junior Firefighters must leave the station no more than 30 minutes following completion of the training session, department meeting or work detail.
6. Junior Firefighters are not permitted to attend TSFD activities, training sessions, meetings, or work details no later than 10:00 PM unless specifically authorized by the Fire Chief and the parents or guardian of the Junior Firefighter.
7. Junior Firefighters may not borrow TSFD equipment for personal use.
8. Junior Firefighters may not operate TSFD vehicles.

9. Power tools, hydraulic and pressurized air operated equipment, and cutting devices such as chain saws/roof saws, air bags and Hurst Tools are to be operated only under the direct supervision of a trained fire officer. Power tool use is for training purposes only. All required protective gear must be worn by the Junior Firefighter when operating any power tool, hydraulic or pressurized air operated equipment, or cutting devices.
10. Junior Firefighters may climb TSFD ground ladders for training purposes only. Any ladder use must be under the direct supervision of a TSFD fire officer or his/her designee. A ladder belt or safety harness and Protective gear must be worn at all times.
11. Junior Firefighters are not to participate in any TSFD activity during school hours. Junior Firefighters are not to leave school, or a school sponsored activity, for any TSFD activity. Junior Firefighters will not be assigned pagers or radios.
12. Junior Firefighters must attend a minimum of 30% of training drills or meetings conducted each year. Junior Firefighters do not respond to emergency calls.
13. Junior Firefighters attending high school may collect the 40 volunteer hours that they need to graduate high school through the Junior Firefighter Program.
14. Junior Firefighters are responsible for the care of any TSFD gear issued to them.
15. Junior Firefighters may not fill SCBA air bottles, and are to remain clear of the filling area when air bottles are being filled.
16. Junior Firefighters must report any injury to a TSFD fire officer or safety officer.
17. No Junior Firefighter may accept monetary payment or gifts for services rendered as a firefighter. Any citizen offering payment of any kind should be advised that payment for firefighting services is not expected. Those individuals seeking to make a contribution should be advised to contact the Fire Chief of the department to make a voluntary contribution to TSFD.

Recruitment – Auxiliary Firefighter Program / Guidelines

In addition to the Junior Firefighter Program, the Temiskaming Shores Fire Department wishes to establish an Auxiliary Firefighter Program. The program is being established as an opportunity for men and women aged 18 years of age and older, who may be, or are planning on attending post-secondary school, and interested in serving their community and preparing themselves to become active Volunteer Firefighters. This program is also designed to provide men and women who may also wish to become Auxiliary Firefighters to serve in other tasks that are not considered life-threatening, or men and women who do not plan to become a full member Volunteer Firefighter. The program allows for up to six (6) Auxiliary members to be on the department.

Auxiliary members may train with Volunteer Firefighters and after completing the required recruit training and when approved by the Fire Chief, may be allowed to attend emergency calls when requested to do so and assist in tasks that are considered non-life threatening and provide support to Volunteer Firefighters.

The Temiskaming Shores Fire Department Training Officer shall be the primary contact for the Auxiliary Firefighter, and shall serve as the Auxiliary Firefighters training officer.

Eligibility

1. Any resident of the City of Temiskaming Shores, or non-resident as otherwise recommended by the Fire Chief, 18 years of age or older, may make application for membership to the Temiskaming Shores Fire Department as an Auxiliary Firefighter.
2. The applicant must complete an Auxiliary Firefighter application, and meet the following minimum requirements:
 - a. Have and maintain a Valid Driver's License for those Auxiliary members who may be required to operate fire department apparatus as approved by the Fire Chief or his or her designate.
 - b. Provide a satisfactory driver's abstract when requested.
 - c. Must have a complete physical examination and return the Medical Examination Form (provided by the department) complete with the signature of the Medical Examiner indicating the candidate is physically capable of performing the duties as outlined on the medical form.
 - d. As the work of an Auxiliary Firefighter will routinely bring them into contact with children or vulnerable adults, all candidates must provide a Vulnerable Persons Police Clearance Certificate which satisfies the department, and
 - e. Have a minimum of grade 12 education, have an equivalency, be attending school to obtain grade 12, or as may be recommended by the Fire Chief.
 - f. Must pass any such tests (aptitude or agility) as may be required by the Fire Chief.
 - g. Be legally entitled to work in Canada.

General Rules

1. The general standard of conduct is to act in the manner of a professional. Auxiliary Firefighters represent the TSFD, and are expected to be courteous and respectful to fellow firefighters and emergency service personal and all citizens served. The TSFD will not tolerate vulgar, offensive, discriminatory or threatening language or gestures at any time. Auxiliary Firefighters may not wear any article of clothing that, in the opinion of the Fire Chief, would be offensive to the public served. Violations will result in disciplinary action, and may include suspension or dismissal as outlined in the Establishing and Regulating By-law.
2. The TSFD maintains a "Zero Tolerance" policy with respect to drug and alcohol use and violation of public laws. Any possession or use of alcohol or illegal drugs, or being under the influence of alcohol or illegal drugs at any time while involved in TSFD activities, on TSFD property or in an apparatus will result in immediate and permanent suspension from the TSFD Auxiliary Firefighter Program as outlined in the Establishing and Regulating By-law.
3. Auxiliary Firefighters may not use or display emergency identification on their personal vehicle (e.g., green lights and fire department plates) unless otherwise authorized by the Fire Chief.
4. Auxiliary Firefighters may wear clothing identifying them as a TSFD Auxiliary Firefighter, and assigned protective gear, uniforms or logo shirts/hats worn for official purposes only or as approved by the Fire Chief. Auxiliary Firefighters will not be issued identification cards.
5. Power tools, hydraulic and pressurized air operated equipment, and cutting devices such as

chain saws/roof saws, air bags and Hurst Tools are to be operated only under the direct supervision of a trained fire officer. Power tool use is for training purposes only. All required protective gear must be worn by the Auxiliary Firefighter when operating any power tool, hydraulic or pressurized air operated equipment, or cutting devices.

6. Auxiliary Firefighters must attend a minimum of 30% of training drills or meetings conducted each year. Auxiliary Firefighters may respond to emergency calls at the request of the Fire Chief or his/her designate, but do not carry pagers unless otherwise authorized by the Fire Chief.
7. Auxiliary Firefighters are responsible for the care of any TSFD gear issued to them.
8. Auxiliary Firefighters must report any injury to a TSFD fire officer or safety officer.
9. No Auxiliary Firefighter may accept monetary payment or gifts for services rendered as a firefighter. Any citizen offering payment of any kind should be advised that payment for firefighting services is not expected. Those individuals seeking to make a contribution should be advised to contact the Fire Chief of the department to make a voluntary contribution to TSFD.

Recruitment – Volunteer Firefighters

Eligibility

1. Any resident of the City of Temiskaming Shores, or non-resident as otherwise recommended by the Fire Chief, 18 years of age or older, may make application for membership to the Temiskaming Shores Fire Department as a Volunteer Firefighter.
2. For the purposes of ensuring adequate fireground staffing, twenty (20) shall be used as a guideline for the minimum number of volunteer firefighters per District Station. In no case shall the number of volunteer firefighters per District Station exceed twenty-five (25). These numbers exclude positions that do not contribute to ensuring adequate staffing for fire ground operations as established by the City of Temiskaming Shores (Junior Firefighters and Auxiliary Firefighters).
3. Have a minimum of grade 12 education or an equivalency, or as may be recommended by the Fire Chief.
4. All applicants must complete a Volunteer Firefighter application as provided by the fire department, and submit it to the Fire Chief of the department.
5. In addition to any requirements outlined in Schedule "A" to By-Law No.2008-030, as amended, Establishing and Regulating By-Law, the following will outline the criteria for eligibility to be considered for appointment as a Volunteer Firefighter:
 - a. Must have a complete physical examination and return the Medical Examination form complete with the signature of the Medical Examiner indicating the candidate is physically capable of performing firefighting duties.
 - b. As the work of a Volunteer Firefighter routinely will bring them into contact with children or vulnerable adults, all Volunteer Firefighter candidates must provide a Vulnerable Persons Police Clearance Certificate which satisfies the department, and
 - c. Must provide a satisfactory driver's abstract indicating his or her driving record is satisfactory

- for the operation of emergency vehicles. A satisfactory driver's abstract should not have more than 4 demerit points. Have no more than 2 convictions for the same offence. Have no criminal code convictions, and have no non-medical or administrative license suspensions in the preceding three years.
- d. Be legally entitled to work in Canada.
 - e. Must have a willingness to acquire a Class DZ Driver's License within six (6) months of completing the probationary period.
 - f. It is incumbent upon all members to ensure they hold a current Ontario Driver's License. A photocopy of each member's license shall be retained in each member's personnel file. The Fire Chief for the City of Temiskaming Shores may request a driver's abstract for any, or all, members at random.
 - g. Must be willing to work in adverse conditions.
 - h. Must be willing to be on call twenty-four (24) hours a day.
 - i. Must be able to work well with others within a paramilitary (Incident Management System) work environment.
 - j. Must participate in the department's training program.
 - k. Must pass any such tests (aptitude or agility) as may be required by the Fire Chief.
 - l. Must annually attend fifty percent (50%) of emergency calls and seventy percent (70%) of scheduled training unless otherwise approved by the District Fire Chief and/or Training Officer as outlined in the department's training program.
 - m. All members shall conduct themselves in a manner, which will not bring discredit to the good reputation of the Temiskaming Shores Fire Department and its members.
 - n. Any costs associated with section a, c, d, and e, the Municipality will reimburse the successful candidate for the costs incurred.

General Rules

1. The general standard of conduct is to act in the manner of a professional. Volunteer Firefighters represent the TSFD, and are expected to be courteous and respectful to fellow firefighters and emergency service personal and all citizens served. The TSFD will not tolerate vulgar, offensive, discriminatory or threatening language or gestures at any time. Volunteer Firefighters may not wear any article of clothing that, in the opinion of a fire officer, would be offensive to the public served. Violations will result in disciplinary action, and may include suspension or dismissal as outlined in the Establishing and Regulating By-law.
2. The TSFD maintains a "Zero Tolerance" policy with respect to drug and alcohol use and violation of public laws. Any possession or use of alcohol or illegal drugs, or being under the influence of alcohol or illegal drugs at any time while involved in any approved TSFD activities, on TSFD property or in apparatus will result in immediate and permanent suspension from the TSFD as outlined in the Establishing and Regulating By-law.
3. All members shall conduct themselves in a manner, which will not bring discredit to the good

reputation of the Temiskaming Shores Fire Department and its members.

4. Volunteer Firefighters will be issued identification badges. Identification badges must be returned upon leaving the department unless otherwise authorized by the Fire Chief.
5. Volunteer Firefighters are responsible for the care of any TSFD gear issued to them.
6. Volunteer Firefighters must report any injury to a TSFD fire officer or safety officer.
7. No Volunteer Firefighter may accept monetary payment or gifts for services rendered as a firefighter. Any citizen offering payment of any kind should be advised that payment for firefighting services is not expected. Those individuals seeking to make a contribution should be advised to contact the Fire Chief of the department to make a voluntary contribution to TSFD.

Selection Process (Volunteer/Auxiliary Firefighters)

1. The selection process shall consist of the following:
 - a. **Application Review.** When the department is seeking to fill a vacancy, an application review shall be conducted by the Fire Chief and the District Chiefs. The District Chief and or Station Officers may conduct an initial interview with a candidate. The District Chief shall then make a written recommendation to the Fire Chief for consideration of appointment of any potential candidate.
 - b. **Interview.** Final Interview for Volunteer positions or Volunteer Firefighter(s) shall be conducted by the Fire Chief who may seek assistance from the City Manager, Director of Corporate Services, District Fire Chief, Deputy District Fire Chief, or Officers as may be appropriate to ensure a fair evaluation of all candidates.
 - c. **Recommendation.** After the final interview, the Fire Chief may submit a recommendation to Council for consideration of appointment of the candidate.
2. Medical exam reports, Vulnerable Persons Police Clearance checks, and Driver's Abstracts must be presented prior to the appointment of the position by Municipal Council, unless otherwise authorized by the Fire Chief.
3. The final approval of the appointment of a Volunteer/Volunteer Firefighter is the responsibility of Municipal Council upon recommendation of the Fire Chief for the City of Temiskaming Shores. The effective appointment date shall be the date of the passing of a resolution approving the appointment by Municipal Council.

Promotion and Advancement

1. The following shall apply for all promotions within the department of all Volunteer positions including Company Officers (Captain), Deputy District Chiefs, District Chiefs.
2. The position shall be posted internally for fourteen (14) days at the respective station.
3. Applications must be completed using forms provided by the Municipality and submitted to the

Fire Chief for the City of Temiskaming Shores.

4. Candidates will be required to complete an Interview with the interview panel. The interview panel may consist of the following:
 - Fire Chief
 - District Fire Chief(s)
 - City Manager
 - Member(s) of Council
 - Director of Corporate Services
5. The final approval of the promotion of any fire department officers is the responsibility of Municipal Council upon recommendation of the Fire Chief for the City of Temiskaming Shores approving the appointment. The effective appointment date shall be the date of the passing of a resolution approving the appointment by Municipal Council.

Applications

Applications will only be accepted at the Temiskaming Shores Fire Department Administration Office, or mailed to:

Temiskaming Shores Fire Department
Attention Fire Chief
P.O. Box 2050
Haileybury, ON
P0J 1K0

We want to acknowledge the effort every applicant puts into the pursuit of being a Volunteer Firefighter and the desire each possess to assist in the protection of our Community.

Thank you for considering joining the Temiskaming Shores Fire Department!

Honorarium and Coverages

1. It is the practice of the City of Temiskaming Shores to provide an honorarium for Volunteer Firefighter activities. The determination of pay or honorarium varies from station to station and is based on a points system (so many points per call or event).
2. Although the points system is administered at the station level, the City is responsible to issue the honorarium and ensure required deductions are made. The City also issues all T4's as required. Honourariums are issued during every first pay period in June and again in December annually.
3. The City of Temiskaming Shores provides WSIB and/or liability coverages for all Volunteer Firefighters and Auxiliary Firefighters under existing policies. Note, WSIB coverages are provided only to those volunteers actively engaged or may be actively engaged in firefighting activities.
4. The City of Temiskaming Shores provides an annual Firefighter Appreciation and Awards Banquet for the Volunteer Firefighters. The purpose of this event is to recognize the achievements and milestones reached by Volunteer Firefighters. Recognition awards are presented to Firefighters for every five years of service, outstanding achievement awards, and in addition to any Federal or Provincial awards they may be eligible for.
5. All Volunteer Firefighters are provided with a full pool and fitness membership free of charge.
6. All personal protective equipment and required uniforms are supplied free of charge.
7. The City of Temiskaming Shores provides free of charge, all costs associated with Volunteer Firefighters to obtain DZ Licensing in order to operate fire department apparatus.
8. All Volunteer Firefighters are able to participate in the department's extensive training program, including 1st Aid, CPR, and AED training provided free of charge.
9. Volunteer Firefighters are provided opportunities to attend the Ontario Fire College and other enhanced training opportunities with the costs associated with these courses provided by the City of Temiskaming Shores.
10. All Volunteer Firefighters are provided significant opportunity for growth and advancement, and the opportunity to serve their community – free of charge.



Reviewed and Supported by:

Greg Miller
Training Officer

Steve Langford
District Chief – Station #1

Jamie Sheppard
District Chief – Station #2

Ian Mackey
District Chief – Station #3

Timothy H. Uttley
Fire Chief/CEMC



Junior Firefighter Program Application

15 – 17 Years Of Age

Personal Information (Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56.)

Name _____
Last First Initial

Phone Number _____ Birthdate _____

Address _____

School: _____ Grade: _____

Email Address _____

T-Shirt Size: Youth S. 6/8 Youth M. 10/12 Youth L. 14/16
 Adult S. Adult M. Adult L.

Parent/Guardian Name _____

Address _____

Phone Number _____ Cell _____

Email Address _____

Emergency Contacts

Name _____

Phone Number _____ Cell _____

Name _____

Phone Number _____ Cell _____

Medical Information

Medical Conditions _____

Allergies _____

Do you take any medication? Yes No



Junior Firefighter Program Application

15 – 17 Years Of Age

Background Information (use another sheet of paper if more space needed)

Have you ever been arrested, ticketed, fined, etc? Yes No

If Yes, Please list the date(s) and what the charge(s) were/was:

Additional Information (use another sheet of paper if more space needed)

What interests you the most about becoming involved with the TSFD?

Please list other activities, that you are involved in (Sports, Volunteer Work, Church, etc.)



Junior Firefighter Program Application

15 – 17 Years Of Age

AGREEMENT, WAIVER AND RELEASE FORM

(Please Print and sign)

I _____, do hereby consent to allow my child _____ to participate in the Junior Firefighter Program with the Temiskaming Shores Fire Department. In consideration of the above described program, I, on behalf of my minor child, and myself hereby agree to release and hold the City of Temiskaming Shores, its officers, agents, employees and volunteers harmless from any and all liability for any injury or loss suffered by my minor child or myself, arising from or in any way connected to this program.

Parent/Guardian Signature

Date

PHOTO RELEASE FORM

(Please Print and sign)

I _____, do hereby consent to permit the City of Temiskaming Shores, the Temiskaming Shores Fire Department to photograph me or my children participating in the Junior Firefighter Program for use in publicity or publications for the City of Temiskaming Shores, the Temiskaming Shores Fire Department and will not seek compensation for such.

Parent/Guardian Signature

Date



Junior Firefighter Program Application

15 – 17 Years Of Age

CONTRACT OF UNDERSTANDING

I and my son/daughter have read ALL of the Junior Firefighter Guidelines and understand the guidelines set up to outline the purpose of the Junior Firefighters. I and my son/daughter understand that Junior Firefighters serve as supporters of the TSFD and its Volunteer Firefighters to learn the basics of Firefighting and to prepare to become a full member Volunteer Firefighter. I and my son/daughter understand that Junior Firefighters are to follow all instructions from members of the TSFD and that the general standard of conduct is to act in the manner of a professional. I and my son/daughter understand that he/she is expected to be courteous and respectful of other members (Junior, Auxiliary and Volunteer Firefighter) and to all citizens as they are representing the Temiskaming Shores Fire Department. I and my son/daughter understand there is a "zero tolerance" policy regarding drug and alcohol use. I and my son/daughter understand that by signing this Contract of Understanding we are declaring that any violation of the guidelines is grounds for immediate dismissal.

Parent/Guardian Signature

Date

Applicant Signature

Date

TSFD Use:

Fire Chief Approval _____ Date _____

APPENDIX "B"

- Auxiliary Firefighter
- Volunteer Firefighter



Volunteer Application

Please Print

Personal Information Confidential when completed			
Last Name	Given Name	Initial	
Address			
Telephone	Residence:	Cellular:	Work (optional):
Emergency Contact		Emergency Contact Telephone	
E-mail Address			
Volunteer Eligibility Requirements			
What hours would you be available? (check all that apply) <input type="checkbox"/> Weekdays <input type="checkbox"/> Weekends <input type="checkbox"/> Weeknights <input type="checkbox"/> Other (please explain) _____ _____ Would your employer allow you to leave work for emergency calls? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you legally eligible to work in Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you meet the City's Eligibility Requirements as stipulated under By-law No. 2008-030 <input type="checkbox"/> 18 years of age or older. <input type="checkbox"/> Completed Grade 12 or equivalency <input type="checkbox"/> Submit a Vulnerable Persons Police Clearance Form <input type="checkbox"/> Submit a Medical Fitness Assessment Form <input type="checkbox"/> Submit a MTO Driver's Abstract Form <input type="checkbox"/> Resident City of Temiskaming Shores <input type="checkbox"/> Agrees to abide by all departmental rules, policies, procedures and operational guidelines.	
Are you able to understand oral and written English? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you able to understand oral and written French? <input type="checkbox"/> Yes <input type="checkbox"/> No	Other Languages? Describe:	
Have you ever been convicted of a criminal offence for which you have not received a pardon? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes Describe:			

Volunteer Firefighter Application Form

Employment Experience	
Present Employer: Supervisor: Address: Telephone: May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Position: How long have you been employed there? Duties:
Previous Employer: Supervisor: Address: Telephone: May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Position: How long were you employed there? Duties:
Volunteer Experience	
Present Volunteer Organization: Contact Name: Address: Telephone: May we contact this organization? <input type="checkbox"/> Yes <input type="checkbox"/> No	Position: How long have you volunteered there? Duties:
Previous Volunteer Organization: Contact Name: Address: Telephone: May we contact this organization? <input type="checkbox"/> Yes <input type="checkbox"/> No	Position: How long did you volunteer there? Duties:

Volunteer Firefighter Application Form

Related Skills or Experience

Previous firefighting or emergency response experience?

Yes No Please Describe:

Previous military or police experience?

Yes No Please Describe:

Other experiences that may apply to this position?

Yes No Please Describe:

Other Licences and Certificates

CPR

Expiry Date:

First Aid

Expiry Date:

Defibrillation

Expiry Date:

Ontario Driver's Licence

Expiry Date:

Class: A D Z F G G2 G1

Description

Date

Description

Date

Description

Date

Education Background

Elementary School Name:

Highest grade/level completed

Secondary School Name:

Highest grade/level completed

Post Secondary Education:

Major or Specialization:

Level or Degree Achieved

Resume and copies of all licences, diplomas or certificates attached.

Volunteer Firefighter Application Form

Conditions of Acceptance:

I affirm and certify that the information given on, or attached to; this application is true and correct. I understand that any falsification of statements, misrepresentation, deliberate omission or concealment of information may be considered just cause for immediate dismissal.

I authorize Temiskaming Shores Fire Department to contact my references or previous employers as indicated and to obtain and review my medical assessment.

Signature of Applicant

Date

Personal information is collected under the authority of the Municipal Freedom of Information and Privacy Act and will be used for candidate selection purposes only. This application form complies with the Ontario Human Rights Code.



MEDICAL EXAM FORM

RE:

Dear Physician;

Please complete the following questionnaire with regard to the applicant's ability to meet the physical, emotional and psychological demands of this position. For your reference, a brief role description of the position is as follows:

VOLUNTEER FIREFIGHTER – ARDUOUS (MEDICAL EXAM REQUIRED)

Duties involve field work requiring physical performance calling for above-average endurance and superior conditions. These duties may include an occasional demand for extraordinarily strenuous activities in emergencies under adverse environmental conditions and over extended periods of time. Requirements include running, walking, climbing, jumping, twisting, bending, and lifting more than 50 pounds; the pace of work typically is set by the emergency situation. Volunteer Firefighter is a physically demanding position.

Applicant Information:

Name: _____

Address: _____

Phone: _____

Physician Information:

Name: _____
(please print)

Address: _____

Phone: _____

Assessment:

Please review the role description carefully.

1. Is the applicant medically fit to perform the duties described? Yes No

2. Is the applicant prescribed any medication that may affect his or her ability to perform the duties described? Yes No

3. Are there any other medical concerns that may impact on the individual's ability to perform the duties described? Yes No

Comments: _____

I, the undersigned, am a legally qualified medical practitioner, licensed to practice in the Province of Ontario. This report confirms my evaluation and medical opinion of the applicant.

Physician's Signature

Date



Volunteer Service Agreement

The Temiskaming Shores Fire Department agrees to accept the volunteer service of _____ beginning on the date appointed by Council.

Fire Department Commitments

We commit to providing the following in order for _____ to meet the responsibilities of his or her assigned role:

- Relevant and timely information pertaining to the operations and processes of the fire department.
- Education and training necessary for safe and effective performance.
- Equipment and resources necessary for safe and effective performance.
- Adequate supervision, feedback and guidance for safe and effective performance.
- Recognition and acknowledgement for his or her efforts and contribution.
- Information and support to assist the volunteer and his or her significant others to cope with the stressors inherent in the assigned role.

Volunteer Commitments

I, _____ agree to serve as a volunteer with Temiskaming Shores Fire Department. I commit to:

- **Perform volunteer duties** to the best of my ability and be an active participant in fire department functions including emergency response, training, prevention activities, public education events, administrative tasks, hall and vehicle maintenance tasks as assigned.
- **Meet time and duty expectations** for emergency response, training, prevention activities, public education events, administrative tasks, hall and vehicle maintenance tasks as assigned. If unable to commit to these expectations, I will provide adequate notice so that alternate arrangements can be made.
- **Adhere** to fire department policies, procedures and operating guidelines.
- **Participate**, as requested, in Association activities such as social events and fundraising activities.
- **Act in a manner** that will promote the positive reputation of the fire department and maintain the trust of the public we service, including maintaining confidentiality and professionalism.

Agreed to on this _____ day of _____, 20_____

Volunteer

Fire Chief



Code of Ethics

1. The Fire Chief of the department is responsible to Council for the proper administration and operation of the department, for the discipline of its members and in doing so may make such general orders and departmental policies and procedures as may be necessary for the care and protection of the department and generally for the efficient operation of the department, provided such general orders and rules do not conflict with the provisions of any by-laws of the City of Temiskaming Shores.
2. Every member will comply with all general orders, policies, operational guidelines and department rules and regulations.
3. Every member shall distinctly understand that they are entirely under the direction of the officer in charge or senior officer of the department while on duty at emergencies, in the station, at training, on parade or while acting as a member of the department in any manner, and that all orders given by an officer must be immediately acted on and implicitly obeyed under the penalty of suspension.
4. All members are required to notify the Fire Chief or his or her designate within 48 hours of any change to their address or telephone number.
5. Every member will respond at once when summoned to an emergency by travelling directly to the fire station or scene as directed and placing him / her self under the command of the officer or senior officer in charge.
6. Every Firefighter that is involved in suppression activities, will be capable of donning, wearing and operating a Self Contained Breathing Apparatus (SCBA). As such, the requirements of CSA Z94.4 current edition will be the benchmark. Every suppression member will refrain from having beards, goatees, heavy sideburns and untrimmed hair that interferes with the proper and safe wearing of the SCBA.
7. Every member who commits his / her self to an emergency is expected to perform all duties as required as their assigned role in the department in order to handle the various situations as presented.
8. No member will leave his / her duty without the permission of the officer in charge while at the emergency scene or at training.
9. All members shall assist in returning all apparatus and equipment to a state of readiness after emergencies, training sessions or when otherwise requested.
10. NO MEMBER:
 - While in uniform shall enter any premises where alcoholic beverages are sold or consumed except in the performance of fire department duties as assigned;
 - Shall be partially dressed in a fire department uniform, while representing the department.

APPENDIX "E"

- Shall consume alcoholic beverages or drugs while on duty that will impair his / her ability to perform the duties required of them.
 - Shall respond to an emergency, training session, assigned duty or any other department function or activity when his / her ability is impaired by any intoxicating beverages, drugs nor shall they be permitted to remain on duty if found to be impaired.
11. Every member is required to maintain the following attendance requirements to remain as a member of the department.
 - Regular scheduled training sessions 70%
 - Emergency responses 50%
 12. Every member required to attend regular training and who is absent from six consecutive training sessions shall be deemed to be "Absent Without Leave", unless previously authorized by the Fire Chief or his or her designate. Prior to returning to active duty, the member shall meet with the Fire Chief to offer an explanation as to their absence prior to the member being allowed to return to active duty.
 13. Every member shall understand that items of issue: helmet, bunker gear, boots, pager, charger, ID card, badge, keys, uniform pieces, training manuals, text books, manuals etc. are the exclusive property of the Temiskaming Shores Fire Department and shall be returned as directed by the Fire Chief.
 14. Every member shall be responsible for the proper care and control of equipment or items issued to him / her. Firefighters shall immediately report the loss or damage of any equipment to their immediate station officer.
 15. Every member who has been assigned a pager shall carry their pager with them at all times while in the municipality and be ready for active duty. They shall ensure that it is properly charged and functioning.
 16. Every member is prohibited from borrowing, lending or removing any fire department equipment without the expressed permission of the Fire Chief or his or her designate.
 17. Every member shall conduct him / her self in a manner which is in keeping with the good reputation, order and discipline of the department. No member while on duty or representing the department shall use profane, immoral, indecent language, gestures or actions or be guilty of conduct, which may be prejudicial to the good reputation, order and discipline of the department.
 18. Any member charged with unseemly conduct to a fellow Firefighter or conduct otherwise unbecoming of a Firefighter, may if an investigation of the charges be substantiated, be dismissed.
 19. Any member, who alleges unfair treatment or harassment, will follow the existing harassment policy of the City of Temiskaming Shores.
 20. Any member who is unable to perform the duties expected of him / her as outlined in the approved job description due to illness, injury, work, educational involvement or personal situations, must notify the Fire Chief as soon as practical in writing and provide details and / or documentation as requested. The Fire Chief for substantiated reasons may grant a leave of absence in accordance with the appropriate policy.

APPENDIX "E"

21. No member shall supply information relative to the department or operations thereof unless authorized by the Fire Chief to any person and shall refer all requests for information to the Fire Chief.

22. Every member who is injured or involved in an accident while reporting to, or on duty, will immediately report the injury to their immediate supervisor or station officer.

23. Every member shall obey all rules and regulations of the Highway Traffic Act while on duty and while responding to emergencies.

24. All members will be thoroughly familiar with the geographical area served by his / her station including the conditions of the routes of travel and the locations of suitable seasonal water supplies.

25. No member shall solicit the influence or support of anyone to secure a transfer, promotion or other advantage.

26. Every member who finds valuables at an emergency scene will notify the Incident Commander who will secure the valuables and take the appropriate action with the proper authorities.

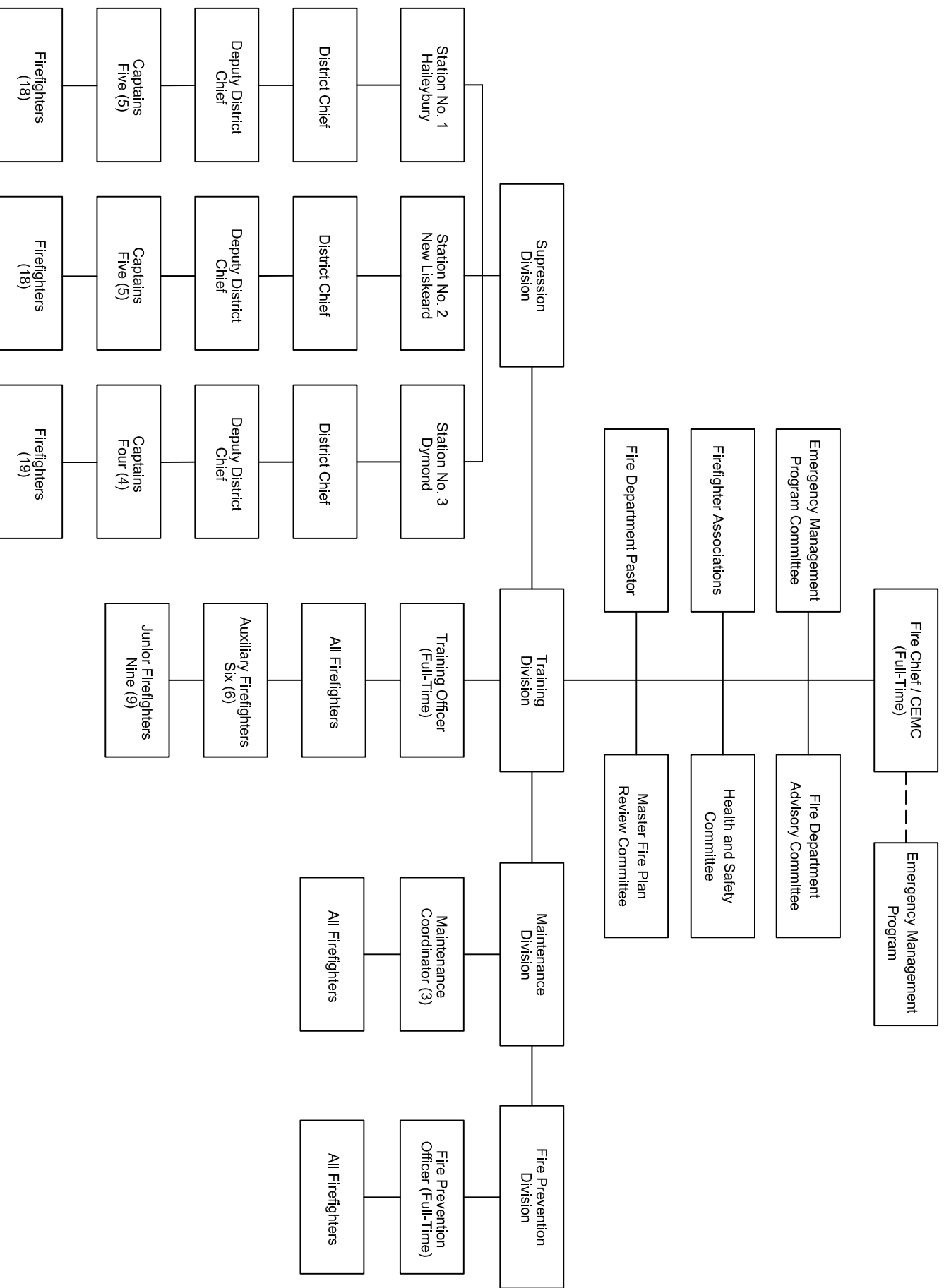
I have read and understand Policy #, Rules and Regulations and further understand that non-compliance with any one or more of the rules and regulations may be cause for disciplinary action up to and including a recommendation for dismissal from the department. I further understand that it is my responsibility to review the Temiskaming Shores Fire Department's Operational Policies and Guidelines as printed and posted from time to time in the fire stations.

Fire Chief

Firefighter's Signature

Date

Temiskaming Shores Fire Department Organizational Chart



The Corporation of the City of Temiskaming Shores

By-law No. 2016-041

Being a by-law to amend By-law No. 2013-187 being a by-law to enter into a Fire Department Communications Systems Agreement between the City of Temiskaming Shores and the Townships of Armstrong, Casey, Coleman, Harley, Hudson and Kerns, the Towns of Cobalt and Latchford for the joint use and maintenance of Communication Systems

Whereas pursuant to Section 20 (1) of the Municipal Act S.O. 2001, c25, as amended, every municipality may enter into an agreement with one or more municipalities or local bodies, to provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

And whereas the Council of the Corporation of the City of Temiskaming Shores adopted By-law No. 2013-187 to authorize an agreement for the cost sharing sum for the joint operation and/or maintenance of a Communication System on November 19, 2013;

And whereas Council considered Memo No. 000-2016-PPP at the March 15, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2013-187 to pass housekeeping amendments as recommended by the Fire Department Communications Steering Committee as per their minutes of August 20, 2015 for consideration at the March 15, 2016 Regular Council meeting;

Now therefore the Council of the Corporation of the City of Temiskaming Shores enacts as follows:

1. That Schedule "A" to By-law No. 2013-187 is hereby amended by deleting Article 1.2 and replaced with the following:
 - 1.2 **The parties wish to provide on a per fire department basis, a cost sharing sum for the joint operation and/or maintenance of the communication systems located at Dia Base Mountain, Cobalt (owned by Spectrum Communications), and Township of Armstrong Tower (owned by the Township of Armstrong), including the phone lines as outlined in Subsection 2.1 being used by either of the parties for its radio and paging communications of the respective fire departments.**
2. That Article 2.1 of Schedule "A" to By-law No. 2013-187 is hereby amended by deleting the bullet which reads as follows:
 - **Phone Line (Business) 705-647-6360**
3. That Article 2.2 of Schedule "A" to By-law No. 2013-187 is hereby amended by replacing the word "**Station**" in the fourth line with "**Fire Department**".

4. That Article 2.3 of Schedule "A" to By-law No. 2013-187 is hereby amended by replacing the word "**Station**" in the first line with "**Fire Department**".
5. That this by-law will come into force and effect on the day of its final passing.
6. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantical 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 15th, day of March, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

The Corporation of the City of Temiskaming Shores

By-law No. 2016-042

Being a by-law to amend By-law No. 2015-067 being a by-law to enter into an agreement with LISAND Electrical Services for a Master Electrician Service Contract

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 Memo 009-2015-PW at the March 17, 2015 Regular Council meeting resulting in the adoption of By-law No. 2015-067 being a by-law to enter into an agreement with LISAND Electrical Services for a Master Electrician Service Contract;

And whereas Council considered Memo No. 005-2016-PW at the March 15, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2015-067 to extend the service agreement with LISAND Electrical Services to terminate March 31st, 2017 for consideration at the March 15, 2016 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 Schedule "A" to By-law No. 2015-067, as amended be hereby further amended by deleting Article 1 Contract Period and replace with the following:

Contract Period

The parties agree that the obligations of the Parties under this Agreement shall commence on the **1st day of April, 2015** and shall terminate on the **31st day March, 2016**.

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 15th day of March, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

The Corporation of the City of Temiskaming Shores

By-law No. 2016-044

**Being a by-law to confirm certain proceedings of Council of
The Corporation of the City of Temiskaming Shores for its
Regular meeting held on March 15, 2016**

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

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

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

And whereas it is the desire of the Council of The Corporation of the City of Temiskaming Shores to confirm proceedings and By-laws;

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

1. That the actions of the Council at its Regular meeting held on **March 15, 2016** with respect to each recommendation, by-law and resolution and other action passed and taken or direction given by Council at its said meeting, is, except where the prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.
2. That the Mayor, or in his absence the presiding officer of Council, and the proper officials of the municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Mayor, or in his absence the presiding officer, and the Clerk are hereby directed to execute all documents required by statute to be executed by them, as may be necessary in that behalf and to affix the corporate seal of the municipality to all such documents.

Read a first, second and third time and finally passed this 15th day of March, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen