



The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, June 7, 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 – May 17, 2016
- b) Special Meeting of Council – May 26, 2016

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

7.1. Official Plan Amendment (OPA-2016-01) and Zoning By-law Amendment (ZBA-2016-01 (NL))

Subject Land: 100 Lakeshore Road North (former École Sacré Coeur)

Applicant: Manuel Da Silva

Agent: Tunnock Consulting Ltd.

Purpose: To amend both the Official Plan and Zoning By-law for the conversion of the former institution to a stand alone residential use to permit a 40 unit complex

8. Question and Answer Period

9. Presentations / Delegations

a) Doug & Amelia Hobden – Oak Street Park

Re: Presentation

b) Michael Del Monte, Cluster Manager – Ontario Clean Water Agency

Re: Cheque Presentation – Hydro One Incentives

c) Tony Juurlink – Get Active in Temiskaming Committee

Re: One-Foot Forward: Grayson Zubyck Memorial Fun Run / Walk

Draft Motion

Be it resolved that Council for the City of Temiskaming Shores hereby acknowledges the presentation for Get Active in Temiskaming in regards to the One-Foot Forward: Grayson Zubyck Memorial Fun Run / Walk event; and

That Council directs staff to prepare the necessary by-law for Temporary Road Closures on July 9, 2016 from 6:00 am to 11:00 to accommodate the

Fun Run / Walk event for consideration at the June 7, 2016 Regular Council meeting.

- d) Presentation by Mayor Kidd - Ministry of Citizenship, Immigration and International Trade Ontario

Re: Volunteer Service Award for 25 Years of Service – Dan Lavigne

10. Communications

- a) Ralph Walton, Regional Clerk – Niagara Region

Re: Request for Support – increased funding for Lyme Disease

Reference: Received for Information

- b) Ontario Good Roads Association – Heads Up Alert

Re: OGRA calls upon Province to Review Funding Allocation Formula

Reference: Received for Information

- c) Marsha Paley, CAO – Municipality of North Middlesex

Re: Request for Support – Donation Challenge – Fort McMurray

Reference: Received for Information

- d) Renee Duval, Public Health Inspector – Timiskaming Health Unit

Re: 2016 Public Beach signs and posts – Permanent Signage

Reference: Referred to the Recreation Director

e) Jamie Allen, Clerk – Town of Latchford

Re: Request for Support – Wildlife Fencing of Highway 11

Reference: Received for Information

f) Bob Chiarelli, Minister – Ministry of Energy

Re: Invitation for Feedback – Development of the next Long-Term Energy Plan

Reference: Received for Information

Draft Motion

Be it resolved that City Council agrees to deal with Communication Items 10. a) to 10. f) 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 Public Library Board meeting held on April 20, 2016;
- b) Minutes of the Committee of Adjustment meeting held on March 30, 2016;
- c) Minutes of the Earleton-Timiskaming Regional Airport Joint Municipal Services Board Meeting held on April 21, 2016 and the April 2016 Financial and Activity Report;
- d) Minutes of the Temiskaming Shores and Area Physician Recruitment and Retention Committee meeting held on November 13, 2015; and
- e) Minutes of the Temiskaming Shores and Area Physician Recruitment and Retention Committee meeting held on January 19, 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 April 14, 2016; and
- b) Minutes of the Public Works Committee meeting held on April 28, 2016.

13. Reports by Members of Council

14. Notice of Motions

15. New Business

- a) **Notice of Motion – Councillor Whalen – Doctor Recruitment and Retention**

Resolution No. 2016-267 (tabled May 17, 2016)

Moved by: Councillor Whalen

Seconded by: Councillor Foley

Whereas the City of Temiskaming Shores is being asked to support a partnership in the building and growth of the Earlton-Timiskaming Regional Airport (ETRA) as an enhancement to health service in South Temiskaming; and

Whereas a strong argument has been presented by showing the need for a collaborative approach across the Region for support of health services to our residents; and

Whereas there is a strong and repetitive message that there is a shortage of doctors in South Temiskaming; and

Whereas there is a strong and repetitive message that more needs to be done to enhance Doctor Recruitment and Retention; and

Whereas there can be no stronger approach to supporting health services than a fair and equal collection and disbursement of funds to target Doctor Recruitment and Retention; and

Whereas both the Englehart & District Hospital and the Timiskaming Hospital would benefit from a stronger and more collaborative approach to Doctor Recruitment and Retention in South Temiskaming; and

Whereas the current funding proposal for the ETRA being a per capita proposal provides for a fair and equitable funding mechanism for Doctor Recruitment and Retention that can be shared on a previous year's visit basis for an equal and fair disbursement to each of the hospitals.

Now therefore be it resolved that the Council of The Corporation of the City of Temiskaming Shores hereby supports and request the addition of a per capita rate in an amount decided on by the current Doctor Recruitment and Retention Committee to the proposed per capita for air ambulance support; and

Further be it resolved that this Council hereby requests the current Doctor Recruitment and Retention Committee to set the per capita rate at an amount no less that the current support provided by the City of Temiskaming Shores; and

Further that a copy of this resolution be forwarded to all municipalities comprising of the current population calculations to support the ETRA, the ETRA Steering Committee, the Boards of both the Englehart & District Hospital and Temiskaming Hospital and the current Doctor Recruitment and Retention Committee.

b) 2015 Year-End Operations and Capital Reports

Presentation by City Manager

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of the City of Temiskaming Shores January – December 2015 Year-End Capital Report as presented by the City Manager; and

Further be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of the City of Temiskaming Shores January – December 2015 Year-End Operations Report as presented by the City Manager.

c) January – April 2016 Year-to-Date Capital Financial Report

Presentation by City Manager

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of the City of Temiskaming Shores January – April 2016 Year-to-Date Capital Financial Report as presented by the City Manager for information purposes.

d) Regulation of Gas prices in Ontario – Support for the City of Timmins

Whereas the price of fuel is critical to the day-to-day cost of living for all residents of Ontario; and

Whereas the price of fuel plays a large role in establishing a competitive business climate; and

Whereas some regions in Ontario have consistently experienced higher costs that go beyond the cost difference of transporting fuel; and

Whereas the fuel sales industry is quick to raise fuel prices as the price of oil increases but fuel prices do not adjust as quickly when the price of oil decreases; and

Whereas history has shown that fuel prices increase for long weekends and holidays; and

Whereas the Province of Ontario has the ability to regulate fuel prices.

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby petitions the Government of Ontario to regulate fuel prices to the levels that are affordable and profitable as in jurisdictions within Ontario that have lower fuel prices; and

Further be it resolved that this resolution be forwarded to the City of Timmins for submission to the Premier of Ontario, the Minister of Finance, the Association of Municipalities of Ontario, Timmins-James Bay MPP Gilles Bisson, Timiskaming-Cochrane MPP John Vanthof and the Ontario Good Roads Association.

e) Approval of Council Meeting Schedule – July 2016 to January 2017

Draft Motion

Whereas By-law No. 2008-160, as amended indicates that Regular Meetings of Council shall be held on the first and third Tuesdays of each month commencing at 6:00 p.m. unless otherwise decided by Council.

Now therefore be it resolved that Council for the City of Temiskaming Shores does hereby confirm the following schedule of meetings for the months of July 2016 to December 2016:

Tuesday, July 5, 2016	Regular Meeting
Tuesday, August 2, 2016	Regular Meeting
Tuesday, September 6, 2016	Regular Meeting
Tuesday, September 20, 2016	Regular Meeting
Tuesday, October 4, 2016	Regular Meeting
Tuesday, October 18, 2016	Regular Meeting
Tuesday, November 1, 2016	Regular Meeting
Tuesday, November 15, 2016	Regular Meeting
Tuesday, December 6, 2016	Regular Meeting
Tuesday, December 20, 2016	Regular Meeting

f) Memo No. 011-2016-CS – Tax Registration Process – Realtax Recovery Specialists

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 011-2016-CS;

That Council directs staff to secure the services of Realtax for dealing with complex property tax registrations; and

That Council directs staff to apply Realtax's service fees as applicable during the registration of any property forwarded to Realtax for processing.

g) Memo No. 012-2016-CS – Site Certified Program – Dymond Industrial Park – Amending Agreement No. 3

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 012-2016-CS;

That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-012 (Hawn Drive – East side) for the Certified Site Program for the Dymond Industrial Park for consideration at the June 7, 2016 Regular Council meeting; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-013 (Hawn Drive – West side) for the Certified Site Program for the Dymond Industrial Park for consideration at the June 7, 2016 Regular Council meeting.

h) Memo No. 014-2016-PW – Cost Sharing Agreement with Conseil Scolaire Catholique de District des Grandes Rivieres – Upgrades to Dymond Reservoir

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 014-2016-PW; and

That Council directs staff to prepare the necessary by-law and to enter into a cost sharing agreement with Conseil Scolaire Catholique de District des Grandes Rivieres for upgrades to the Dymond Reservoir to accommodate a dedicated water service to Ecole Catholique St. Michel to a maximum of \$100,000 for consideration at the June 7, 2016 Regular Council meeting.

i) Memo No. 013-2016-PW – Water Meter Survey – Agreement with Neptune

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 013-2016-PW; and

That Council directs staff to prepare the necessary by-law and agreement with Neptune Technology Group (Canada) Ltd. to complete a Phase 1 – Site Survey Work for the Industrial Commercial and Institutional (ICI) in regards to

identifying the quantity of various sized water meters to obtain accurate pricing for consideration at the June 7, 2016 Regular Council meeting.

j) Administrative Report No. PW-030-2016 – Award – Supply and Delivery of Miscellaneous Culverts from Atlantic Industries Ltd.

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-030-2016; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culverts in the amount of \$17,813.24 plus HST for consideration at the June 7, 2016 Regular Council meeting.

k) Administrative Report No. PW-031-2016 – Final Draft – Municipal Energy Plan

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-031-2016;

That Council accepts the final draft of the City of Temiskaming Shores Municipal Energy Plan (MEP) and directs staff to prepare the necessary by-law to adopt the MEP for consideration at the June 7, 2016 Regular Council meeting; and

That the Municipal Energy Plan be posted on the City of Temiskaming Shores website.

l) Administrative Report No. PW-032-2016 – Equipment Purchase – Front End Loader

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-032-2016; and

That Council directs staff to prepare the necessary by-law and agreement for the purchase of an articulated front-end loader from Nortrax Canada at an

upset limit of \$180,557.00 plus applicable taxes for consideration at the June 7, 2016 Regular Council meeting.

m) Administrative Report No. RS-015-2016 – Bicycle Friendly Committee

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-015-2016;

That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-001 to appoint Council Committees and Council Representatives to various Boards and Committees to add Councillor Foley to the Bicycle Friendly Community Committee for consideration at the June 7, 2016 Regular Council meeting; and

That Council directs staff to prepare the necessary by-law for the adoption of Terms of Reference for the Bicycle Friendly Community Committee for considered at the June 7, 2016 Regular Council meeting.

n) Administrative Report No. RS-016-2016 – Charter for Recreation and Parks in Ontario

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-016-2016; and

That Council directs staff to prepare the necessary by-law to adopt the Charter for Recreation and Parks in Ontario at the June 7, 2016 Regular Council meeting.

16. By-laws

Draft Motion

Be it resolved that:

By-law No. 2016-087 Being a by-law to authorize the entering into a Lease Agreement with the Timiskaming Tumblers Gymnastics Club for the Don Shepherdson Memorial Arena Hall

- By-law No. 2016-100 Being a by-law to enter into a Cost Sharing Agreement with Conseil Scolaire Catholique de District de Grandes Rivieres for upgrades to the Dymond Reservoir to accommodate a dedicated water service to Ecole Catholique St. Michel
- By-law No. 2016-101 Being a by-law to enter into an agreement with Neptune Technology Group (Canada) Ltd. to complete a Phase 1 – Site Survey Work – Water Meter Pricing in the Industrial-Commercial-Institutional Sector of Temiskaming Shores
- By-law No. 2016-102 Being a by-law to adopt a Municipal Energy Plan for the City of Temiskaming Shores
- By-law No. 2016-103 Being a by-law to enter into an agreement with Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culvert Pipe
- By-law No. 2016-104 Being a by-law to enter into a Purchase Agreement with Nortrax Canada Inc. for the supply and delivery of a 2016 John Deere Model 524K Articulating Loader
- By-law No. 2016-105 Being a by-law to adopt Terms of Reference for the Bicycle Friendly Community Committee
- By-law No. 2016-106 Being a by-law to adopt the Charter for Recreation and Parks in Ontario for the City of Temiskaming Shores
- By-law No. 2016-107 Being a by-law to amend By-law No. 2015-001 being a by-law to appoint Council Committees and Council Representatives to various Boards & Committees for the December 1, 2014 to November 30, 2018 Term of Council to

appoint Councillor Foley to the Bicycle Friendly Community Committee

By-law No. 2016-108 Being a by-law to amend By-law No. 2015-012 (Dymond Industrial Park Certified Site Program - East side of Hawn Drive)

By-law No. 2016-109 Being a by-law to amend By-law No. 2015-013 (Dymond Industrial Park Certified Site Program - West side of Hawn Drive)

By-law No. 2016-110 Being a by-law to authorize Temporary Road Closures and limit the traffic on certain streets for the One Foot Forward: Grayson Zubyck Memorial Fun Run / Walk

be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that:

By-law No. 2016-087;

By-law No. 2016-100;

By-law No. 2016-101;

By-law No. 2016-102;

By-law No. 2016-103;

By-law No. 2016-104;

By-law No. 2016-105;

By-law No. 2016-106;

By-law No. 2016-107;

By-law No. 2016-108;

By-law No. 2016-109; and

By-law No. 2016-110;

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, June 21, 2016 at 6:00 p.m.
- b) Regular – Tuesday, July 5, 2016 at 6:00 p.m.

18. Question and Answer Period

19. Closed Session

20. Confirming By-law

Draft Motion

Be it resolved that By-law No. 2016-111 being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Special Meeting held on **May 26, 2016** and its Regular Meeting held on **June 7, 2016** be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that By-law No. 2016-111 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, May 17, 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 6:01 p.m.

2. Roll Call

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

Also Present: David B. Treen, Municipal Clerk
Doug Walsh, Director of Public Works
Tammie Caldwell, Director of Recreation
Kelly Conlin, Director of Corporate Services (A)
Tim Uttley, Fire Chief
Jennifer Pye, Planner

Regrets:

Media: Diane Johnston, Temiskaming Speaker
Bill Buchberger, CJTT

Members of the Public Present: 1

3. Review of Revisions or Deletions to Agenda

Deletions:

Under Item 15 – New Business delete:

b) Earlton-Timiskaming Regional Airport Steering Committee – Airport Authority Action Plan

Clarification: Councillor McArthur requested that his motion be deleted.

4. **Approval of Agenda**

Resolution No. 2016-262

Moved by: Councillor Jelly

Seconded by: Councillor Laferriere

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. 2016-263

Moved by: Councillor Foley

Seconded by: Councillor McArthur

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

a) Regular Meeting of Council – May 3, 2016

Carried

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

None

8. **Question and Answer Period**

Molly Ward – 95 Niven Street South

Molly understands that a new water main will be installed along Niven Street South to enhance the service to North Cobalt and based on discussion with Public Works no residents will be permitted a water connection to this new line. Molly read a letter dated May 17, 2016 in regards to this matter and provided a copy to the Clerk.

Molly has requested consideration to her and others who may want to connect to the municipal water system and a written response.

Mayor Kidd outlined that the matter could be discussed at an upcoming Public Works Committee meeting at which time the city should be in receipt of the engineering report for the project.

9. Presentations / Delegations

None

10. Communications

a) OGRA Heads UP Alert

Re: Funding Details for Budget 2016 Infrastructure Investments

Reference: Received for Information

b) OGRA Heads UP Alert

Re: ROMA Ends 16 Year Combined Conference Partnership

Reference: Received for Information

c) Mario Sergio, Minister – Minister Responsible for Seniors Affairs

Re: 32nd anniversary of Seniors' Month in Ontario

Reference: Motion to be presented under New Business

d) Elizabeth Harding, Assistant Deputy Minister – Ministry of Municipal Affairs and Housing

Re: Proclamation of the *Infrastructure for Jobs & Prosperity Act, 2015*

Reference: Referred to Senior Staff

- e) Allison Stanley – Information and Communications Officer – Federation of Northern Ontario Municipalities

Re: Spring Newsletter 2016

Reference: Received for Information

- f) Rachelle McCann – Compass Energy Consulting

Re: Wahgoshig First Nation EASR – Solar Facility Notification Form

Reference: Referred to the Planner

- g) Carla Y. Nell, Vice President, Municipal and Stakeholder Relations – Municipal Property Assessment Corporation (MPAC)

Re: Memo – Multi-Residential Assessment Methodology Change

Reference: Referred to the Treasurer

- h) James T. Patterson, Executive Member – Temiskaming Shores Minor Hockey Association (TSMHA)

Re: Sponsorship Request – Funding Application to Frog’s Breath Foundation

Reference: Motion to be presented under New Business

- i) Dale Alexander, Executive Member – Ghost of the Hardy Boys Committee

Re: Letter of Support – Canada 150 Funding Application

Reference: Motion to be presented under New Business

- j) Diane Alexander, Mayor’s Secretary – Township of Champlain

Re: Request for Support – Green Energy Act – Solar Farms

Reference: Received for information

k) Steph Palmateer, City Clerk – City of Timmins

Re: Request for Support – Regulate Gas Prices in Ontario

Reference: Received for information

l) Tricia Smith, Deputy Clerk – Town of Tillsonburg

Re: Request for Support – Bill 180 – Workers Day of Mourning Act

Reference: Received for information

Resolution No. 2016-264

Moved by: Councillor Foley

Seconded by: Councillor Laferriere

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

Carried

11. Committees of Council – Community and Regional

Resolution No. 2016-265

Moved by: Councillor Laferriere

Seconded by: Councillor Whalen

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

- a) Minutes of the District of Timiskaming Social Services Administration Board meeting held on January 20, 2016;
- b) Minutes of the District of Timiskaming Social Services Administration Board meeting held on February 17, 2016;
- c) Minutes of the Age Friendly Committee meeting held on January 11, 2016;
- d) Minutes of the Age Friendly Committee meeting held on February 8, 2016;
- e) Minutes of the Age Friendly Committee meeting held on March 14, 2016;

- f) Minutes of the Healthy Kids Community Challenge Steering Committee meeting held on February 9, 2016; and
- g) Minutes of the Temiskaming Shores Police Services Board meeting held on March 21, 2016.

Carried

12. Committees of Council – Internal Departments

Resolution No. 2016-266

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

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

- a) Minutes of the Recreation Services Committee meeting held on April 11, 2016; and
- b) Minutes of the Building Maintenance Committee meeting held on April 28, 2016.

Carried

13. Reports by Members of Council

Councillor McArthur reported on the following:

- Rec. Committee: Send out a salute to the Aquatics staff for a recent in-pool rescue observed by a visitor who happens to be a certified lifeguard and commented that the procedures were done professionally. Good time to remind everyone to follow the rules at the beach and pool.

N.L. Lion's will be celebrating their 70th anniversary this year.

STATO trail opens this weekend and encourage everyone to be aware of pedestrians and cyclists using the system and hope more people will take advantage of the trail as it expands into Dymond.

Councillor Jelly reported on the following:

- Police Services Board: Attended OAPSB conference in Niagara Falls along with board member Thornton. Police Service Act has not been opened for review, but anticipates it will be opened during this session of government (fall). Not sure how in depth the review will be; the make-up of boards was also mentioned. The City did submit a letter on behalf of the PSB which has been received and mentioned several times at the conference. Number of

colleagues from Northwestern Ontario also spoke to similar concerns with board structure.

Pleased to see a motion on the agenda for “*Saving the Girl Next Door*” having to do with human trafficking. No one is immune from this crime especially with the introduction of the internet.

Councillor Hewitt reported on the following:

- Age Friendly: Recommendations have been provided and will be presented at a BBQ on June 1st and all members of Council are encouraged to attend. The final recommendations will be presented to Council in July.
- BIA: Pleased to hear the City is supporting Summerfest and hope to have warm enough weather. Steph, BIA Coordinator, has working on workshops and hopes to have David Cooke from the City of London speak to marketing and innovation.
- FONOM Conference: Opportunity to network with fellow delegates and ministers, but also local leaders across the north. Theme of the day was sustainability and all 3 provincial party leaders spoke to how the north is a vital part of the province in regards to our resources. Guest speaker Bob Rae spoke on the importance of collaboration with our indigenous people and no economic develop will go forward without them involved. Premier Wynne spoke primarily about investment in green products. One presentation from the Ministry of Agriculture and Food related to financial investment into beef production and crops which would be good for our area.

Councillor Whalen reported on the following:

- FONOM Conference: Extremely successful event. Pleased to have the Premier and leaders of both oppositions make presentations. Former Premier Bob Rae made a presentation and four Provincial Ministers sat up front at a table and took questions for an hour and a half. Benefit of three Federal Ministers in attendance as well. One issue discussed in depth was the Federal Government running on a platform of heavy investment in infrastructure; if you are ever going to tackle your underground infrastructure this is the time to do it. Anticipates a significant increase to the Federal contribution to infrastructure projects.
- Ratepayers Association: Has received a number of phone calls from members of the association objecting to the meeting held in Earlton on April 30, 2016 and are referring to it as a Council meeting. There was a quorum of Council members in attendance as well as the City Manager, who is also the Deputy Clerk. Danny submitted a letter of objection for the record in regards to the meeting as it did not follow the Procedural By-law.

Mayor Kidd reported on the following:

- Northern Policy Institute: NPI from Sault Ste. Marie were in town for 2 days last week and toured the area; Mayor Kidd and James Franks had an opportunity to discuss various issues with them. No one really knew what they did before and they have made a commitment to get out to some of the smaller municipalities to increase their presence.
- Doctor Recruitment: Young Doctor and family attended last Saturday, they were toured around and she is a good perspective to set up a practice in the area. Also awaiting a response from two other physicians that have been offered contracts to open a practice in our area.
- 4 Laning (Hwy 11): Meeting with Chamber of Commerce (May 16/16) with Councillor Whalen, formed a committee and set some direction with the objective of gaining some press to start four laning.
- Forrest Willet: Motivational speaker will be in on behalf of the Accessibility Advisory Committee tomorrow (May 18/16) and encouraged all to attend.

14. Notice of Motions

None

15. New Business

a) Notice of Motion – Councillor Danny Whalen - Doctor Recruitment and Retention

Resolution No. 2016-267

Moved by: Councillor Whalen

Seconded by: Councillor Foley

Whereas the City of Temiskaming Shores is being asked to support a partnership in the building and growth of the Earlton-Timiskaming Regional Airport (ETRA) as an enhancement to health service in South Temiskaming; and

Whereas a strong argument has been presented by showing the need for a collaborative approach across the Region for support of health services to our residents; and

Whereas there is a strong and repetitive message that there is a shortage of doctors in South Temiskaming; and

Whereas there is a strong and repetitive message that more needs to be done to enhance Doctor Recruitment and Retention; and

Whereas there can be no stronger approach to supporting health services than a fair and equal collection and disbursement of funds to target Doctor Recruitment and Retention; and

Whereas both the Englehart & District Hospital and the Timiskaming Hospital would benefit from a stronger and more collaborative approach to Doctor Recruitment and Retention in South Temiskaming; and

Whereas the current funding proposal for the ETRA being a per capita proposal provides for a fair and equitable funding mechanism for Doctor Recruitment and Retention that can be shared on a previous year's visit basis for an equal and fair disbursement to each of the hospitals.

Now therefore be it resolved that the Council of The Corporation of the City of Temiskaming Shores hereby supports and request the addition of a per capita rate in an amount decided on by the current Doctor Recruitment and Retention Committee to the proposed per capita for air ambulance support; and

Further be it resolved that this Council hereby requests the current Doctor Recruitment and Retention Committee to set the per capita rate at an amount no less that the current support provided by the City of Temiskaming Shores; and

Further that a copy of this resolution be forwarded to all municipalities comprising of the current population calculations to support the ETRA, the ETRA Steering Committee, the Boards of both the Englehart & District Hospital and Temiskaming Hospital and the current Doctor Recruitment and Retention Committee.

Tabled

Resolution No. 2016-268

Moved by: Councillor Jelly
Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores hereby tables Resolution No. 2016-267 pending the preparation of a report for consideration in June.

Carried

b) Earlton-Timiskaming Regional Airport Steering Committee – Airport Authority Action Plan

Resolution No. 2016-269

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Whereas the Earlton-Timiskaming Regional Airport Steering Committee made a presentation on March 5, 2016 regarding the future of our Regional Airport, and presented an original resolution, which was met with many questions, that had not been answered; and

Whereas the MSB at its meeting on March 17, 2016, requested that councils be notified to defer any further discussion on the original motion, and that a revised resolution, and action plan, be drafted and forwarded to the MSB members and all Regional Municipalities, for discussion: and

Whereas we are requesting that each Council discuss the Draft Plan of Action, and this Draft Motion, and attend the proposed Municipal/MSB/Airport User meeting, tentatively set for April 30, 2016, to discuss their concerns; and

Whereas, subsequent to that meeting, the ETRA Steering Committee would request that each Council pass a motion to indicate if they agree with the creation of an Airport Authority, for the initial one year phase in period, as per the Plan of Action 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 of the said Airport Authority, for the initial one (1) year phase in period, and that, after the five (5) year business plan has been developed and other concerns addressed, during the phase in period, that a further decision would be made as to the long term future of the airport.

Motion to Amend

Resolution No. 2016-269-A

Moved by: Councillor Jelly

Seconded by: Councillor McArthur

That Council for the City of Temiskaming Shores hereby amends Resolution No. 2016-269 by the inclusion that the Airport Authority Steering Committee report back on the results of the participation towards the creation of an Airport Authority prior to any financial commitment.

Carried

Resolution No. 2016-269 (as amended)

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Whereas the Earleton-Timiskaming Regional Airport Steering Committee made a presentation on March 5, 2016 regarding the future of our Regional Airport, and presented an original resolution, which was met with many questions, that had not been answered; and

Whereas the MSB at its meeting on March 17, 2016, requested that councils be notified to defer any further discussion on the original motion, and that a revised resolution, and action plan, be drafted and forwarded to the MSB members and all Regional Municipalities, for discussion: and

Whereas we are requesting that each Council discuss the Draft Plan of Action, and this Draft Motion, and attend the proposed Municipal/MSB/Airport User meeting, tentatively set for April 30, 2016, to discuss their concerns; and

Whereas, subsequent to that meeting, the ETRA Steering Committee would request that each Council pass a motion to indicate if they agree with the creation of an Airport Authority, for the initial one year phase in period, as per the Plan of Action 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 Earleton-Timiskaming Regional Airport, and agrees to participate as a member of the said Airport Authority, for the initial one (1) year phase in period, and that, after the five (5) year business plan has been developed and other concerns addressed, during the phase in period, that a further decision would be made as to the long term future of the airport and

Furthermore that the Airport Authority Steering Committee report back on the results of the participation towards the creation of an Airport Authority prior to any financial commitment.

Carried**c) Letter of Support - ACFO - Application for Canada 150 Funding**Resolution No. 2016-270

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

Whereas the Association Canadienne-Francaise de L'Ontario (ACFO) submitted a letter of request to support their application for Canada 150 Funding through Heritage Canada; and

Whereas ACFO will be constructing a Kiosk to showcase local artists (First Nations, Anglophones and Francophones) throughout 2017 at various events and in local schools celebrating our Region's contribution to Canada's development.

Now therefore be it resolved that Council of the City of Temiskaming Shores does hereby supports the Association Canadienne-Francaise de L'Ontario (ACFO) application for Canada 150 funding to Heritage Canada.

Carried

d) Letter of Support – Ghost of the Hardy Boys Committee - Application for Canada 150 Funding

Resolution No. 2016-271

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Whereas the Ghost of the Hardy Boys Committee, through the Haileybury Heritage Museum, intends to apply for Canada 150 Funding and has requested a letter of support from the City; and

Whereas the Committee is planning a number of activities around the Hardy Boys theme during the weekend of July 21-23, 2017 including the centennial publication of Leslie McFarlane's 1917 IODE essay.

Now therefore be it resolved that Council of the City of Temiskaming Shores does hereby support the Haileybury Heritage Museum/Hardy Boys Committee's application for Canada 150 Funding to Heritage Canada.

Carried

e) Support – Municipality of Bluewater – Reinstatement of incentives for physicians to practice in rural areas of Ontario by the Minister of Health and Long Term Care

Resolution No. 2016-272

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Whereas Ontario's growing and aging population is putting an increasing strain on our publicly-funded health care system; and

Whereas since February 2015, the Ontario Government has made an almost 7% cut to physician services including cuts to programs which are specifically designed to act as incentives for physicians to practice in rural areas; and

Whereas the decisions Ontario makes today will impact patients access to quality care in the future and these cuts threaten access to quality, patient focused care; and

Whereas rural areas in Ontario are already at a distinct disadvantage in recruiting family physicians due to a number of factors.

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby requests that the Minister of Health and Long Term Care reinstate incentives for physicians to practice in rural areas of Ontario; and

Further be it resolved that a copy of this resolution be sent to the Premier of Ontario and the Minister of Health and Long Term Care.

Carried

f) Support – Municipality of South Dundas – Rural Economic Development Program (RED)

Resolution No. 2016-273

Moved by: Councillor Laferriere

Seconded by: Councillor Hewitt

Whereas the 2016 Ontario Budget suspends the current intake of applications to the Rural Economic Development program and plans to integrate the program into the Jobs and Prosperity Fund; and

Whereas the Jobs and Prosperity Fund is narrowly focused and is restricted to private sector organizations and industry partners, preventing access to funding for rural municipalities and others who formerly benefitted from the Rural Economic Development Fund; and

Whereas, in contrast, the Rural Economic Development Program supported a number of projects for small rural municipalities to support their local economy; and

Whereas the Jobs and Prosperity Fund is not specifically designated for rural areas and funds from the program will likely favour more urban areas of the Province.

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby requests the Government of Ontario reconsider the suspension of and the integration of the Rural Economic Development Program into the Jobs and Prosperity Fund with the view of ensuring the Rural Economic Development Program remains an intricate funding program supporting capacity building and foster economic growth in rural municipalities of Ontario; and

Further be it resolved that a copy of this resolution be sent to the Premier of Ontario and the Minister of Agriculture, Food and Rural Affairs.

Carried

g) Support - Town of Prescott – Bill 158 “Saving the Girl Next Door Act, 2016”

Resolution No. 2016-274

Moved by: Councillor Jelly
Seconded by: Councillor Foley

Whereas human trafficking is a heinous crime that has been referred to as modern day slavery; and

Whereas traffickers recruit, transport, harbor and control the girl next door for sexual exploitation or forced labour; and

Whereas human trafficking is one of the fastest growing crimes in Canada that targets victims who are predominantly female, averaging in the age of 14 and 90% of whom are Canadian-born; and

Whereas Ontario is a major hub of human trafficking in Canada and victims are lured, manipulated and coerced, often over the internet from every part of Ontario; and

Whereas human trafficking is in our neighbourhoods and our communities.

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby supports Bill 158 “Saving the Girl next Door Act, 2016”, as well as MPP Lauri Scott’s motion for a multi-jurisdictional and coordinated task force of law enforcement agencies, Crown prosecutors, judges, victim’s services and frontline agencies; and

Further be it resolved that a copy of this resolution be sent to all members of Provincial Parliament.

Carried

h) Proclamation of Seniors’ Month – June 1-30, 2016

Resolution No. 2016-275

Moved by: Councillor Whalen
Seconded by: Councillor Laferriere

Whereas Seniors’ Month is an annual nation-wide celebration; and

Whereas seniors have contributed and continue to contribute immensely to the life and vibrancy of this community; and

Whereas seniors continue to serve as leaders, mentors, volunteers and important and active members of this community; and

Whereas their contributions past and present warrant appreciation and recognition and their stories deserve to be told; and

Whereas the health and well-being of seniors is in the interest of all and further adds to the health and well-being of the community; and

Whereas the knowledge and experience seniors pass on to us continues to benefit all.

Now therefore be it resolved that Council of the City of Temiskaming Shores does hereby proclaim June 2016 as “*Seniors’ Month*” in Temiskaming Shores and encourages all citizens to recognize and celebrate the accomplishments of our seniors.

Carried

i) Memo No. 012-2016-PW – Roof Replacement – Temiskaming Shores Public Library – New Liskeard Branch

Resolution No. 2016-276

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

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

That Council directs staff to prepare the necessary by-law and agreement for the replacement of the shingles on the North and East side of the roof at the Temiskaming Shores Public Library New Liskeard Branch with Rivard Bros. Ltd at an upset limit of \$23,636.88 plus applicable taxes for consideration at the May 17, 2016 Regular Council meeting.

Carried

j) Administrative Report No. RS-012-2016 – Lease Agreement with Timiskaming Tumbler’s Gymnastics Club at Don Shepherdson Memorial Arena

Resolution No. 2016-277

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. RS-012-2016; and

That Council directs staff to prepare the necessary by-law to enter into a five-year lease agreement with the Timiskaming Tumbler's Gymnastics Club for the use of the Don Shepherdson Memorial Arena Hall for consideration at the June 7, 2016 Regular Council meeting.

Carried

k) Administrative Report No. RS-013-2016 – Resurfacing of Pool Fitness Centre Water Slide and Haileybury Beach Water Slide

Resolution No. 2016-278

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-013-2016; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with Safe Slide Restoration for the resurfacing of the Haileybury Beach Waterslide and the Pool/Fitness Waterslide at an upset limit of \$82,800 (Canadian) plus applicable taxes for consideration at the May 17, 2016 Regular Council meeting.

Carried

l) Administrative Report No. RS-014-2016 – Road Closure – 2016 Biker's Reunion and New Liskeard BIA Summerfest Event

Resolution No. 2016-279

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-014-2016; and

That Council directs staff to prepare the necessary by-law for Temporary Road Closures for the 2016 Biker's Reunion and the New Liskeard BIA Summerfest event for consideration at the May 17, 2016 Regular Council meeting.

Carried

m) Memo No. 009-2016-CGP – Release of Request for Proposal for Comprehensive Zoning By-law

Resolution No. 2016-280

Moved by: Councillor Jelly
Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 009-2016-CGP in regards to the release of a Request for Proposal for a Comprehensive Zoning By-law for information purposes.

Carried

n) Memo No. 010-2016-CGP – Deeming By-law – 375 View Street

Resolution No. 2016-281

Moved by: Councillor Laferriere
Seconded by: Councillor Hewitt

Whereas Daniel Dalcourt, the owner of 375 View Street, would like to merge Lots on title through the adoption of a deeming by-law in compliance with the Planning Act in order to create one property with one Roll number; and

Whereas the owner has acknowledged that registration of the pending deeming by-law on title will be at his expense.

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby directs staff to prepare the necessary by-law to deem Lot 75 and part of Lot 56 on Plan M-46 N.B., Parcels 16002 SST and 23129 SST to no longer be Lots on a Plan of Subdivision; and

Further that Council hereby directs staff to prepare the necessary deeming by-law for consideration at the May 17, 2016 Regular Council meeting.

Carried

o) Memo No. 011-2016-CGP – Deeming By-law – 315 Albert Street

Resolution No. 2016-282

Moved by: Councillor Laferriere
Seconded by: Councillor Foley

Whereas Douglas Winter and Nicole Desmarais the owners of 315 Albert Street would like to merge Part of Lot 85 and Lot 86 on Plan M-30 N.B. on title through the adoption of a deeming by-law in compliance with the Planning Act in order to create one property with one Roll number; and

Whereas the owners have acknowledged that registration of the pending deeming by-law on title will be at their expense;

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby directs staff to prepare the necessary by-law to deem Part of Lot 85 and Lot 86 on Plan M-30 N.B., Parcel 7212 SST to no longer be Lots on a Plan of Subdivision; and

Further that Council hereby directs staff to prepare the necessary deeming by-law for consideration at the May 17, 2016 Regular Council meeting.

Carried

p) January - March 2016 Year-to-Date Operations Financial Report

Resolution No. 2016-283

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of the City of Temiskaming Shores January – March 2016 Year-to-Date Operations Financial Report for information purposes.

Carried

q) Temiskaming Shores Minor Hockey Association – Frog’s Breath Foundation Application

Resolution No. 2016-284

Moved by: Councillor Hewitt

Seconded by: Councillor Laferriere

Whereas the Temiskaming Shores Minor Hockey Association (TSMHA) has applied for funding to the Frog’s Breath Foundation in the amount of \$4,500 in order to host a “*Hockey Canada Skills Development Camp*” open to boys and girls playing in the Atom and Peewee division; and

Whereas TSMHA requires a registered charitable organization to sponsor their application to the Frog’s Breath Foundation and has requested that the City partner on the said application.

Now therefore be it resolved that the Council of the City of Temiskaming Shores hereby agrees to sponsor the Temiskaming Shores Minor Hockey Association’s funding application to the Frog’s Breath Foundation.

Carried

r) Memo No. 009-2016-CS – Appointment – Property Standards / By-law Officer – David Barton

Resolution No. 2016-285

Moved by: Councillor Jelly
Seconded by: Councillor Foley

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 009-2016-CS; and

That Council directs staff to prepare the necessary by-laws to appoint Mr. David Barton as a *Property Standards Officer, Municipal Law Enforcement Officer, Fence Viewer*, and a *Livestock and Poultry Valuer* for consideration at the May 17, 2016 Regular Council meeting.

Carried

s) Memo No. 010-2016-CS – Water/Sewer Rate By-law

Resolution No. 2016-286

Moved by: Councillor Laferriere
Seconded by: Councillor Jelly

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 010-2016-CS; and

That Council directs staff to prepare the necessary by-law to adopt the 2016 Water/Sewer Rates for consideration at the May 17, 2016 Regular Council meeting.

Carried

16. By-laws

Resolution No. 2016-287

Moved by: Councillor Whalen
Seconded by: Councillor Laferriere

Be it resolved that:

By-law No. 2016-086 Being a by-law to enter into an agreement with Rivard Bros. Ltd. for roof upgrades at the Temiskaming Shores Public Library – New Liskeard Branch

By-law No. 2016-088 Being a by-law with respect to Water and Sewage Service Rates

By-law No. 2016-089 Being a by-law to enter into an agreement with Safe Slide Restoration for the restoration of the Haileybury Beach and the Pool Fitness Centre waterslides

By-law No. 2016-090 Being a by-law to authorize Temporary Road Closures, control the direction of traffic and limit the traffic on certain streets for the Biker's Reunion / BIA Summerfest Event

By-law No. 2016-091 Being a by-law to designate any plan of subdivision, or part thereof, that has been registered for eight years or more, which shall be deemed as not a registered plan of subdivision – 375 View Street

By-law No. 2016-092 Being a by-law to designate any plan of subdivision, or part thereof, that has been registered for eight years or more, which shall be deemed as not a registered plan of subdivision – 315 Albert Street

By-law No. 2016-093 Being a by-law to appoint **David Barton** as a Municipal Law Enforcement Officer

By-law No. 2016-094 Being a by-law to appoint **David Barton** as a Property Standards Officer

By-law No. 2016-095 Being a by-law to amend By-law No. 2005-122 (Appointment of **David Barton** as a Fence Viewer)

By-law No. 2016-096 Being a by-law to amend By-law No. 2005-110 (Appointment of **David Barton** as a Livestock Valuer)

be hereby introduced and given first and second reading.

Carried

Resolution No. 2016-288

Moved by: Councillor McArthur

Seconded by: Councillor Laferriere

Be it resolved that:

By-law No. 2016-086;

By-law No. 2016-088;

By-law No. 2016-089;

By-law No. 2016-090;

By-law No. 2016-091;

By-law No. 2016-092;

By-law No. 2016-093;

By-law No. 2016-094;

By-law No. 2016-095; and

By-law No. 2016-096;

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, June 7, 2016 at 6:00 p.m.

b) Regular – Tuesday, June 21, 2016 at 6:00 p.m.

18. Question and Answer Period

None

19. Closed Session

Resolution No. 2016-289

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

Be it resolved that Council agrees to convene in Closed Session at 7:40 p.m. to discuss the following matters:

- a) Adoption of the April 18, 2016 – Special Closed Session Minutes
- b) Adoption of the April 19, 2016 – Closed Session Minutes
- c) Under Section 239 (2) (d) of the Municipal Act, 2001 – Labour Relations – Human Resources Update

Carried

Resolution No. 2016-290

Moved by: Councillor Jelly
Seconded by: Councillor Foley

Be it resolved that Council agrees to rise with report at 7:52 p.m.

Carried

a) Adoption of the April 18, 2016 – Special Closed Session Minutes

Resolution No. 2016-291

Moved by: Councillor Laferriere
Seconded by: Councillor Hewitt

Be it resolved that Council approves the April 18, 2016 Special Closed Session Minutes as printed.

Carried

b) Adoption of the April 19, 2016 – Closed Session Minutes

Resolution No. 2016-292

Moved by: Councillor Jelly
Seconded by: Councillor Foley

Be it resolved that Council approves the April 19, 2016 Closed Session Minutes as printed.

Carried

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

Staff reviewed various Human Resources with Council in closed session.

20. Confirming By-law

Resolution No. 2016-293

Moved by: Councillor Laferriere

Seconded by: Councillor Hewitt

Be it resolved that By-law No. 2016-097 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 **May 17, 2016** be hereby introduced and given first and second reading.

Carried

Resolution No. 2016-294

Moved by: Councillor Jelly

Seconded by: Councillor Laferriere

Be it resolved that By-law No. 2016-097 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

Carried

21. Adjournment

Resolution No. 2016-295

Moved by: Councillor Foley

Seconded by: Councillor McArthur

Be it resolved that City Council adjourns at 7:54 p.m.

Carried

Mayor – Carman Kidd

Clerk – David B. Treen



**The Corporation of the City of Temiskaming Shores
Special Meeting of Council
Thursday, May 26, 2016
12:10 P.M.
City Hall – New Liskeard Boardroom – 325 Farr Drive**

Minutes

1. Call to Order

The meeting was called to order by Mayor Carman Kidd at 12:10 p.m.

2. Roll Call

Present: Mayor Carman Kidd
Councillors Jesse Foley, Doug Jelly, Mike McArthur and Danny Whalen

Also Present: Christopher W. Oslund, City Manager
David B. Treen, Municipal Clerk

Regrets: Councillor Hewitt and Laferriere

Media: None

Members of the Public Present: None

3. Approval of Agenda

Resolution No. 2016-296

Moved by: Councillor Jelly

Seconded by: Councillor Whalen

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

Carried

4. Declaration of Special Council Meeting

Resolution No. 2016-297

Moved by: Councillor Foley

Seconded by: Councillor McArthur

Be it resolved that the Council of the City of Temiskaming Shores declares this meeting a “Special Meeting of Council” in accordance to Section 7 of Procedural By-law No. 2008-160.

5. Disclosure of Pecuniary Interest and General Nature

None

6. New Business

a) Administrative Report No. PW-028-2016 – Tender Award – Asphalt Patching

Resolution No. 2016-298

Moved by: Councillor Whalen

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-028-2016, more particularly Appendix 01 – Opening Results and Appendix 02 – Draft Agreement;

That as outlined in By-law No. 2009-012, Purchasing Policies and Procedures, Section 3.5 Approval Authority, Council approves the award of the 2016 Asphalt Patching contract to *Miller Paving Limited* at the unit price of \$48.00 per square metre for 50 mm thickness and \$86.75 per square metre for 90 mm thickness plus HST; and

That Council directs Staff to prepare the necessary by-law and agreement for the said contract for consideration at the May 26, 2016 Special Council meeting.

Carried

b) Administrative Report No. PW-029-2016 – Tender Award – Concrete Sidewalk & Curb Repairs

Resolution No. 2016-299

Moved by: Councillor Foley

Seconded by: Councillor Jelly

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-029-2016, more particularly Appendix 01 – Opening Results and Appendix 02 – Draft Agreement;

That as outlined in By-law No. 2009-012, Purchasing Policies and Procedures, Section 3.5 Approval Authority, Council approves the award of the 2016 Concrete Sidewalk and Curb Repair contract to *Pedersen Construction (2013) Inc.* at a unit cost of \$150.00 per square metre of sidewalk and \$150.00 per linear metre of concrete curb and gutter plus applicable taxes; and

That Council directs Staff to prepare the necessary by-law and agreement for the said contract for consideration at the May 26, 2016 Special Council meeting.

Carried

7. Closed Session

Resolution No. 2016-300

Moved by: Councillor Whalen

Seconded by: Councillor Jelly

Be it resolved that Council agrees to convene in Closed Session at 12:15 p.m. to discuss the following matters:

a) Under Section 239 (2) (c) of the Municipal Act, 2001 – Pending Acquisition of Land – Hwy 65 E and Wilson Ave.

Carried

Resolution No. 2016-301

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that Council agrees to rise with report at 12:28 p.m.

a) Under Section 239 (2) (c) of the Municipal Act, 2001 – Pending Acquisition of Land – Hwy 65 E and Wilson Ave.

Council provided direction to staff in Closed Session.

8. By-laws

Resolution No. 2016-302

Moved by: Councillor Jelly

Seconded by: Councillor Foley

By-law No. 2016-098 Being a by-law to enter into an agreement with Miller Paving Limited for the supply of labour, equipment and material for Asphalt Patching Services at various locations within the City of Temiskaming Shores

By-law No. 2016-099 Being a by-law to enter into an agreement with Pedersen Construction (2013) Inc. for the supply, labour, equipment and material for Concrete Sidewalk and Curb Repair Services at various locations within the City of Temiskaming Shores

be hereby introduced and given first and second reading.

Carried

Resolution No. 2016-303

Moved by: Councillor Whalen

Seconded by: Councillor Foley

Be it resolved that:

By-law No. 2016-098; and

By-law No. 2016-099;

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

Carried

9. Adjournment

Resolution No. 2016-304

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Be it resolved that City Council adjourns at 12:30 p.m.

Mayor – Carman Kidd

Clerk – David B. Treen

City of Temiskaming Shores

Official Plan Amendment No. 1
Zoning By-law Amendment (R4) Zone
Public Meeting – June 7, 2016

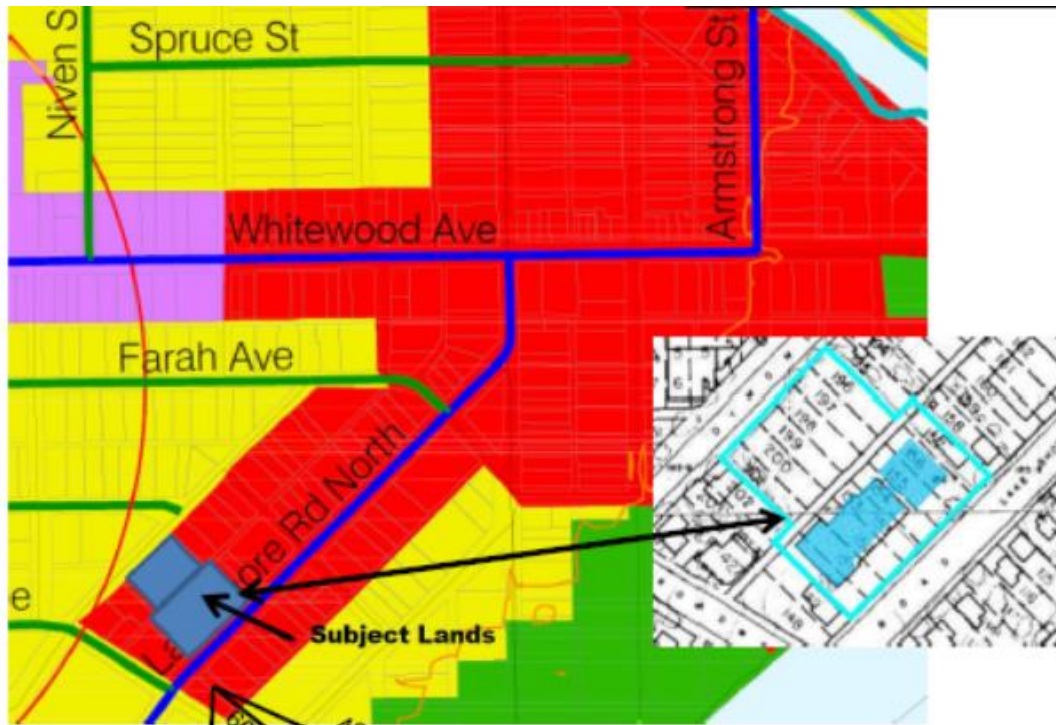
Application

- The purpose of this amendment is to provide for a site specific exemption to Section 4.8.2 (b) of the Official Plan to permit the conversion of a former elementary school to a residential apartment building as a standalone residential use in the Town Centre of New Liskeard.
- Corresponding zoning by-law amendment is to rezone lands from Institutional (S1) to Apartment Residential (R4) to permit the redevelopment with exceptions for some standards

Location

- 100 Lakeshore Road

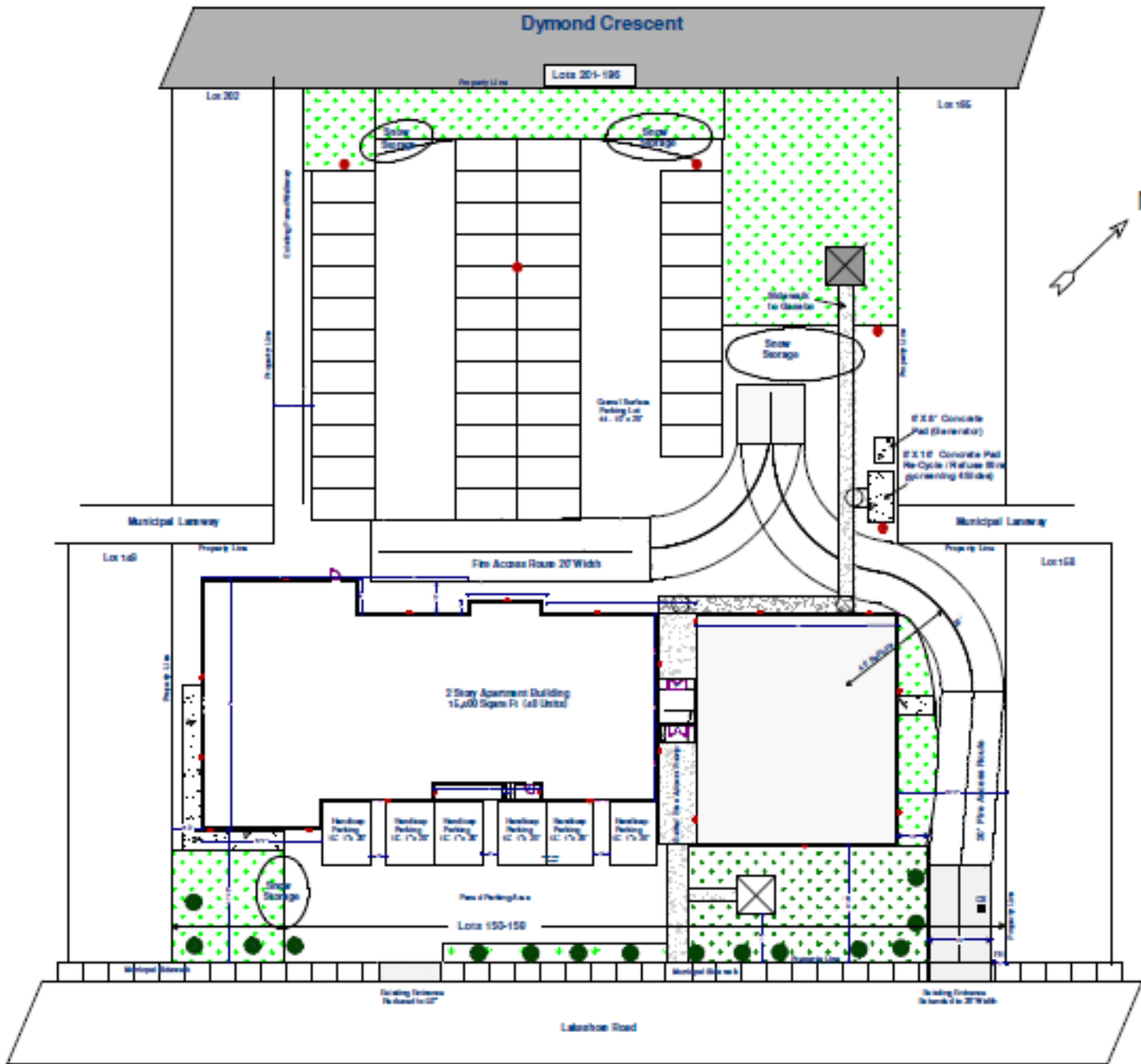










Proposal

- Conversion of the 1,430.66 m² [15,400 ft.²] school building will create a multiple residential building with 40 residential one bedroom apartment units
- Floor area that will vary from 37 m² [400 ft.²] to 60.3 m² [650 ft.²] per unit. Of the 40 units, six will be totally barrier free design
- Minimum 4 affordable housing units
- 44 standard sized parking spaces to be provided to rear of building and 6 accessible barrier-free spaces in front of building

Dymond Crescent



-  - Gazebo
-  - Green Space
-  - Trees
-  - Parking Lot Lighting
- - Perimeter Lighting
-  - Catch Basin
-  - Fire Hydrant

Basis of Amendments

- The basis of the amendment is dependent on the proposed land use complying with the relevant policies of the City of Temiskaming Shores Official Plan, consistency with the Provincial Policy Statement and compliance with other Provincial Policies, specifically, the Growth Plan for Northern Ontario

Official Plan

- Reviewed 22 applicable policies. Comply with 21.
- **HIGHLIGHTS**
- ✓ helps achieve targets for housing supply, residential intensification and affordable housing
- ✓ Provides for conversion of institutional use which optimizes use of existing municipal and community services
- ✓ Provides housing for seniors
- ✓ Location walkable distance to downtown and waterfront and transit supported
- ✓ Existing use which conserves scale, height and compatible character with surrounding area
- ✓ Incorporates accessible barrier-free design

Rational for Official Plan Amendment

- 4.8.2 (b) “Existing residential and other uses will also be permitted; however, new standalone residential uses will be discouraged.”
- Strong policies to support residential intensification through conversion permitted in downtowns
- Town Centre provides for mixed use
- Provides need housing for seniors to permit aging in place
- Ideal location close to downtown and services
- Meets community design policies
- Lakeshore less significant than Whitewood and Armstrong for commercial development
- No ready market for commercial use
- Policy **discourages** but does not **prohibit** standalone
- Consistent with Provincial Policy Statement and complies with Growth plan for Northern Ontario

Recommended Wording for OPA

- ``Notwithstanding Section 4.8.2 (b), the conversion of a school at 100 Lakeshore Road shall be permitted for the purposes of a standalone residential apartment building which may house up to 40 residential units.``

Zoning By-law Amendment

- Current zoning of site is Institutional (S1) Zone
- Proposed amendment is to Apartment Residential (R4) Zone
- Some exceptions required:

Details of Zoning Amendment

- Building Setback, South Side (minima) - 2.9 m
- Front Yard Setback for a Gazebo only - 4.5 m
- Apartment Dwelling Unit Area (minima) - 37 m²
- Landscaping Area (minimum) - 30%
- Parking Spaces: that six (6) of the required 50 parking spaces shall be dedicated as accessible or barrier-free parking spaces and such spaces shall be dimensioned as 4.5 m by 6.0 m.
- Play Facilities, Play Facility Area and Play Facility Location for Apartment Buildings: that the provisions shall not apply.

Approvals Process

- Review of application and draft documents by municipal planning staff
- Submission of OPA to province as commenting agency
- Submit report to Council with recommendation on OPA and ZBLA (depends on receiving comments from MMAH)
- Revisions as may be required
- Adoption/approval by by-law of OPA and ZBLA by Council

Administration

Office of the Regional Clerk

1815 Sir Isaac Brock Way, PO Box 1042, Thorold, ON L2V 4T7

Telephone: 905-685-4225 Toll-free: 1-800-263-7215 Fax: 905-687-4977

www.niagararegion.ca

May 9, 2016

The Honourable Dr. Jane Philpotts
Health Canada
70 Colombine Driveway
Tunney's Pasture
Ottawa, ON K1A 0K9

Sent via email:

hon.jane.philpott@canada.ca

The Honourable Dr. Eric Hoskins
Ministry of Health and Long Term Care
10th Floor, Hepburn Block
80 Grosvenor Street
Toronto, ON M7A 2C4

Sent via email:

ehoskins.mpp@liberal.ola.org

**RE: Lyme Disease
Minute Item 9.3, CL 6-2016, April 28, 2016**

Dear Ministers:

Regional Council at its meeting held on April 28, 2016, passed the following resolution:

Whereas the number of cases of ticks positive for Lyme disease is increasing throughout Ontario and specifically in Niagara Region;

Whereas the laboratory testing for and diagnosis of Lyme disease is sub-optimal;
and

Whereas there are chronic sufferers of long term consequences of this disease.

NOW THEREFORE BE IT RESOLVED:

1. That Niagara Region **REQUEST** the Province of Ontario to increase funding for research aimed to enhance the testing for Lyme disease;
2. That Niagara Region **REQUEST** the Government of Canada to increase funding for research aimed to enhance the testing for Lyme disease and determine better treatment for long term outcomes of Lyme disease;
3. That this resolution **BE FORWARDED** to all Municipalities in Ontario for their endorsement; and
4. That this resolution **BE FORWARDED** to the Premier of Ontario, the Minister of Health and local Members of Provincial Parliament.

Please do not hesitate to contact me should you have any questions.

Yours truly,



Ralph Walton
Regional Clerk

cc: The Honourable K. Wynne, Premier of Ontario *Sent via email: kwynne.mpp@liberal.ola.org*
W. Gates, MPP (Niagara Falls) *Sent via email: w gates-co@ndp.on.ca*
The Honourable R. Nicholson, MP (Niagara Falls) *Sent via email: rob.nicholson@parl.gc.ca*
T. Hudak, MPP (Niagara West) *Sent via email: tim.hudakco@pc.ola.org*
D. Allison, MP (Niagara West) *Sent via email: dean.allison@parl.gc.ca*
The Honourable J. Bradley, MPP (St. Catharines) *Sent via email: jbradley.mpp.co@liberal.ola.org*
C. Bittle, MP (St. Catharines) *Sent via email: chris.bittle@parl.gc.ca*
C. Forster, MPP (Welland) *Sent via email: cforster-op@ndp.on.ca*
V. Badawey, MP (Niagara Centre) *Sent via email: vance.badawey@parl.gc.ca*
All Ontario Municipalities *Sent via email*



Thursday, May 19th, 2016

OGRA Calls Upon Province to Review Funding Allocation Formula

In response to numerous complaints from members, the Ontario Good Roads Association has called upon Hon. Jeff Leal, Minister of Agriculture, Food and Rural Affairs, to establish a task force to review the current funding formula and establish a more transparent and equitable distribution of infrastructure funding.

Members have specifically complained that the ranking system has not been transparent enough and that the formula used actually appears to penalize those municipalities which have attempted to plan for major infrastructure improvements. It would appear that municipalities who have done a better job of managing their infrastructure are scoring lower than those that have not been as proactive.

Joe Tiernay, OGRA Executive Director, stated, "The Province must bring together stakeholders and form a taskforce to investigate the issue. Municipalities are getting tired of filling in application forms only to have them rejected without any clear idea as to why" he added.

OGRA would like to hear your comments about this. Join the discussion in the [Ontario Community Infrastructure Fund - Small Communities Fund](#) community on [OGRA Interchange](#)

The mandate of the Ontario Good Roads Association is to represent the transportation and public works interests of municipalities through advocacy, consultation, training and the delivery of identified services.

www.ogra.org

www.OGRAconference.ca



MUNICIPALITY OF NORTH MIDDLESEX
 DATE: May 18/16
 RESOLUTION NUMBER _____

MOVED BY:
 Deputy Mayor Brian Ropp _____
 Councillor Doreen McLinchey _____
 Councillor Joan Nichol _____
 Councillor Gord Moir _____
 Councillor Andrew Hemming _____
 Councillor Adrian Cornelissen X

SECONDED BY:
 Deputy Mayor Brian Ropp _____
 Councillor Doreen McLinchey _____
 Councillor Joan Nichol _____
 Councillor Gord Moir X
 Councillor Andrew Hemming _____
 Councillor Adrian Cornelissen _____

WHEREAS the City of Fort McMurray, AB has experienced a devastating wildfire with the complete loss of 2,400 buildings and damage to 500 more homes and businesses;

AND WHEREAS the fire has caused significant concerns for infrastructure including roads, drinking water distribution, wastewater servicing, electricity and gas as well as hazardous materials including smoke affecting the quality of life for many more residents;

AND WHEREAS residents will be evacuated for a minimum of several weeks from their community, home and work causing substantial emotional, financial, mental and physical hardship;

AND WHEREAS all local governments need to show strength and support in responding to a disaster in any community as an event could happen in their own municipality;

AND WHEREAS the Federal government will match dollar-for-dollar any donations to the Red Cross;

NOW THEREFORE BE IT RESOLVED that the Council for the Municipality of North Middlesex supports a \$2,000.00 donation to the Red Cross through its' Community Development Fund Program for Disaster Relief Funding Assistance;

As per AM on 11.11.16. Jm

AND FURTHER THAT the Council encourages and subsequently sends out a challenge to all municipalities to match or enhance the Municipality's donation to Fort McMurray to ensure the Province of Alberta and the City of Fort McMurray can respond as quickly as possible in its recovery;

AND FURTHER THAT a copy of this Resolution be forwarded to all Municipalities within the Province of Ontario.

Recorded Vote:

FOR

AGAINST

Deputy Mayor B. Ropp	X <i>B.R.</i>	_____
Councillor D. McLinchey	X <i>D.M.</i>	_____
Councillor J. Nichol	X <i>J.N.</i>	_____
Councillor G. Moir	X <i>G.M.</i>	_____
Councillor A. Hemming	X <i>A.H.</i>	_____
Councillor A. Cornelissen	X <i>A.C.</i>	_____
Mayor D. Shipway	X <i>D.S.</i>	_____

CARRIED: *D. Shipway*
Mayor or Deputy Mayor

DEFEATED: _____
Mayor or Deputy Mayor

Declaration of Conflict of Interest: _____



Head Office:

247 Whitewood Avenue, Unit 43
PO Box 1090
New Liskeard, ON P0J 1P0
Tel.: 705-647-4305 Fax: 705-647-5779

Branch Offices:

Dymond Tel.: 705-647-8305 Fax: 705-647-8315
Englehart Tel.: 705-544-2221 Fax: 705-544-8698
Kirkland Lake Tel.: 705-567-9355 Fax: 705-567-5476

www.timiskaminghu.com

May 18th, 2016

To: municipal/township clerk
(Please forward to council for review)

Re: 2016 public beach signs and posts

One of the goals of the Safe Water Program under the Ontario Public Health Standards is “to prevent or reduce the burden of water-borne illness and injury related to recreational water use”.

To help accomplish this goal, the Timiskaming Health Unit (THU) is providing new permanent signs (and U-channel metal posts) for all public beaches within the district. These signs would inform bathers of best practices when using the beach as well as inform them of any adverse conditions at the beach. These permanent posts would replace our previous procedure of staking temporary warning signs and will provide the public with more information.

Each post would include a “welcome to the beach” sign and interchangeable signs “Enjoy your swim” or “Warning-Unsafe For Swimming” when routine water samples indicate high levels of bacteria. An additional sign has been created for lakes with known (historical) blue-green algae blooms. This sign indicates precautions during such conditions. These would only be posted in areas where there has been previously documented presence of blue-green algae.

Sign posts would be positioned at locations where the public accesses the beach, and at regular intervals to ensure adequate visibility. Most beaches within the district will only need one set of signs/post, but longer beaches may require more.

There is no cost for these signs or posts however, we ask that each municipality/township provide staff to install them at the beaches. **Please contact the THU when your staff schedule permits installation so that we can deliver the materials.**

It is our hope that each municipality will support this public health education effort.

Please contact me if you have any questions or to discuss further.

Renee Duval, CPHI(C)
Public Health Inspector
Safe water program lead
Phone: 705-647-4305 x:2241 or email: duvalr@timiskaminghu.com

NEW BUSINESS

**TOWN OF LATCHFORD
RESOLUTION**

MOVED BY: Mik Bush

No.: 16/ ~~07~~ 072

SECONDED BY: P. Russell

Date: May 19th 2016

Whereas Highway 11 from North Bay to the District of Temiskaming is annually invaded by wildlife, in particular Moose and Bear,

And Whereas many of these wildlife movements occur during darkness or low light periods making detection of their presence on or near the highway very difficult if not impossible,

And Whereas the too numerous collisions between vehicles and these wildlife often result in death to drivers and passengers of vehicles as well as the various species of wildlife,

And Whereas wildlife fencing has been installed on other provincial highways and proven to reduce collisions between vehicles and wildlife,

Therefore be it resolved that the Council for the Corporation of the Town of Latchford urge the Province of Ontario through the Ministry of Transportation to install wildlife fencing adjacent to the Highway 11 corridor from the northern boundaries of the City of North Bay to the District of Temiskaming so as to safeguard both motorists and wildlife in this critical area of provincial highway.

And Further that this resolution be forwarded to municipalities within the District of Temiskaming, the Temiskaming Municipal Association (TMA), the Federation of Northern Ontario Municipalities (FONOM) Temiskaming Mayors Action Group (TeMAG) and MPP John Vanthof for their support and to the Ontario Ministry of Transportation (MTO) for action.

Carried ✓

Amended _____

Defeated [Signature]

Signature of Presiding Officer

DIVISION VOTE

FOR	AGAINST
_____	_____
_____	_____
_____	_____
_____	_____

Declaration of Pecuniary Interest/Conflict of Interest

_____ declared interest, abstained from discussion and did not vote on the question.

Clerk-Treasurer

Ministry of Energy

Office of the Minister

4th Floor, Hearst Block
900 Bay Street
Toronto ON M7A 2E1
Tel.: 416-327-6758
Fax: 416-327-6754

Ministère de l'Énergie

Bureau du ministre

4e étage, édifice Hearst
900, rue Bay
Toronto ON M7A 2E1
Tél. : 416 327-6758
Télééc. : 416 327-6754



May 19, 2016

His Worship Carman Kidd
Mayor
City of Temiskaming Shores
municipality@temiskamingshores.ca

Dear Mayor Kidd:

The Ministry of Energy is beginning the development of the next Long-Term Energy Plan.

We expect that, similar to the 2013 Long-Term Energy Plan, this will be a highly collaborative process. In 2013, we held stakeholder sessions and public town halls in over a dozen communities across the province, considered over 1,000 formal submissions and received about 8,000 responses to our online survey.

The formal consultations anticipated for later this year will include an overview of an electricity technical report to be prepared by the Independent Electricity System Operator, as well as an overview of a fuels sector technical report to be prepared by an expert third party. A discussion guide will be shared in advance of public engagement sessions.

As in 2013, as part of the proposed process there will be the opportunity to make a formal submission through the Environmental Registry and the Ministry will share the discussion guide and information on the schedule of consultations.

At this time, we would like to invite you to write to us with initial thoughts about the scope of the next Long-Term Energy Plan. Please provide your input by June 15, 2016.

By Mail:
Long-Term Energy Plan
Ministry of Energy

4th Floor, Hearst Block
900 Bay Street
Toronto ON M7A 2E1

By Email:
LTEP@Ontario.ca

Sincerely,

A handwritten signature in black ink, appearing to read "Bob Chiarelli". The signature is fluid and cursive, with a large initial "B" and "C".

Bob Chiarelli
Minister

Confidentiality: If you have received this email in error, please advise us through the Ministry of Energy website at www.energy.gov.on.ca/en/contact-us/ and destroy all copies of this message. Thank you.
Confidentialité : Si vous avez reçu ce courriel par erreur, veuillez nous en informer par le biais du site Web du ministère de l'Énergie, au www.energy.gov.on.ca/fr/contact-us/ et détruire toutes les copies du présent message. Nous vous remercions.

Temiskaming Shores Public Library Board

Meeting Minutes
Wednesday, April 20, 2016
7:00 p.m. at the Haileybury Branch

1. Call to Order

Meeting called to order by Chair Donald Bisson at 7:00 p.m.

2. Roll Call

Present: Donald Bisson, Jeff Laferriere, Carman Kidd, Brenda Morissette, Robert Dodge
and CEO/Head Librarian Rebecca Hunt

Regrets: Roger Oblin, Theresa McGrory

Leave of absence: Cam Locke

Members of the Public: 0

3. Adoption of the Agenda

Moved by: Jeff Laferriere

Seconded by: Brenda Morissette

Be it resolved that the Temiskaming Shores Public Library Board accepts the agenda as presented.

Carried.

4. Adoption of the Minutes

Moved by: Jeff Laferriere

Seconded by: Carman Kidd

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, March 16, 2016 and the e-meeting held on Wednesday, March 23, 2016 as presented.

Carried.

5. Business arising from Minutes

- a. There was a follow up question about the security cameras. The cameras are working well and the CEO has home access to the Haileybury cameras.
- b. The new circulation desk computers have been received and installed in the past week in both branches.
- c. There were comments about how successful the book sale was to have earned over \$2000.

6. Correspondence

- a. From: Sheila Siermachesky, Vice Principal—Timiskaming District Secondary School.
Re: May and Frances Ball Memorial Scholarship.
Reference: Information.

- b. From: Annik Boucher, Principal—Ecole secondaire catholique Sainte-Marie.
Re: May and Frances Ball Memorial Scholarship.
Reference: Discussion and Motion.

Motion #2016-12

Moved by: Carman Kidd

Seconded by: Robert Dodge

Be it resolved that the Temiskaming Shores Public Library Board donates the amount of \$250.00 each from the May Ball Trust Fund to the Ecole secondaire catholique Sainte Marie and Temiskaming District Secondary School for the May and Francis Ball Memorial Scholarship.

Carried.

- c. From: Stephen Abram, Executive Director—Federation of Ontario Public Libraries.
Re: Federal Budget 2016 analysis.

Reference: Information.

- d. From: Matt Turner, Chair—Timiskaming Best Start Network.

Re: Community Hub multisectoral collaborations.

Reference: Information.

There was discussion on the possibility of partnership for participation of the New Liskeard library in a Community Hub collaboration. The CEO had indicated to the Best Start Committee that the board was interested in investigating possibilities and the board endorsed that action. The CEO explained that she had received an answer from Dani Grenier-Ducharme of DTSSAB indicating that they acknowledged the Library Board's interest and wanted to share the library's interest with the group at a planning meeting on April 18. The CEO will inform the Library Board of any further developments or invitations to meetings.

- e. From: Claire Hendrikx, Executive Director—The Temiskaming Foundation.

Re: May Ball Fund.

Reference: Information.

There was discussion on the library reserves held by The Temiskaming Foundation. The CEO suggested that they might be spent on e-resources if other sources of funding are not found in 2017. Carmen Kidd suggested that they might be held for use when it comes time to do feasibility studies for the New Liskeard branch of the library. A decision will be made at a later date.

7. Secretary–Treasurer's Report

Report and monthly financial statement included in the trustees' information packet

Buildings and Equipment:

Fire safety checks were conducted in April in the library buildings.

Business:

Ontario Library Capacity Fund Research and Innovation grant: I attended teleconference meetings on March 26 and April 4 and 11. The Library Value Study Committee has selected a consultant from the RFPs to interview. Two RFPs were received. The Committee selected NORDIK Institute (Northern Ontario Research Development Ideas and Knowledge). NORDIK did a library value study in Sault Ste. Marie

a few years ago, and have done many other return on investment and social return on investment projects for non-profit organizations. Ontario Library Service North will finalize the contract with them and the project will start with site visits over the summer.

Near North Mobile Media Lab--Digital Creator North Project: The project received its funding from the Trillium Foundation and will begin planning for the beginning of the project over the next few weeks. As part of the project, the library will apply for an NOHFC Intern for a full time position to set up and run the Maker Space. The Digital Creator North project will provide the 10% and MERKS funding required for NOHFC grants. They will also provide the job description and work plan for the application, and will be involved in the hiring process. We hope to hire in late summer or early fall, and have the equipment installed in early to mid-fall. The Near North Lab will do a site visit to help envision the space in late summer.

South Temiskaming Regional Arts/Culture Council: The Steering Committee has chosen the name Conseil des Arts Temiskaming Arts Council as the name of the group. I am continuing to sit on the board and attend meetings on behalf of the library.

"Building Ties Among us In Temiskaming": Brenda Morissette and I attended on behalf of the library on April 13. Carman Kidd was also in attendance.

Professional Development: I attended the Ontario Library Service North Kirkland Lake Networking meeting in Kirkland Lake on Tuesday, April 12 from 8:30-4:30

Exam Proctoring: Four exams were proctored at the Haileybury branch in April.

Volunteers:

There is one student still logging hours and two northern college students volunteering as part of their course requirements at the library branches. A new intake will end on April 22 and the volunteers for this intake will be trained in the weeks following.

Snowshoes: So far 10 pairs of snowshoes have been rented from the Haileybury Branch. Six rentals occurred in March and another four so far in April.

LifeStyles Event at the Curling Club on April 29 and 30: The CEO will be at the City of Temiskaming Shores booth to hand out information about the library and help sell Dog Tags.

Programming:

Visits to the Extendicare and the Lodge Nursing Homes to exchange books are ongoing on Fridays.

Gadget Help to the Extendicare will start on February 25.

Visits from the Life Skills group to the New Liskeard Branch continue every Wednesday.

Les Liseuses, the French Book Club, continues to meet at the New Liskeard Branch on the first Tuesday of the month.

Gadget Helper at both branches of the library

Tuesdays and Thursdays, book a one-on-one time. This program is very popular and we are having lots of people sign up for help.

Healthy Kids Community Challenge Library Program

April 9, 23 and 30

The draw for the bikes will be on May 7

Spring Session of Preschool Storytime

Haileybury Branch: April 6, 20, May 4 and 18

New Liskeard Branch: April 13, 27, May 11, May 25

Finances and Statistics

The Board reviewed the financial and statistical reports provided by the CEO. The final budget numbers are in for 2015. The library was under budget by \$521.

8. Committee Reports

- a. **Finance and Property Committee:** Nothing to report
- b. **Planning, Personnel, Policy and Publicity Committee:** Nothing to report
- c. **Building Committee:** Nothing to report.

9. New Business

a. Report LIB-006-2016 Workplace Inspections.

For information. The CEO mentioned that First Aid training will be completed for library staff at first opportunity as long as the training works with the library schedule. Jeff Laferriere suggested contacting Thomas McLean to see if we can train the library staff in a single day.

b. Discussion Re: Harris Township.

The Board discussed the fact that Harris Township has not signed the contract required by the Library Board for library services, and has not sent the matching funds with the provincial amount over the past few years. It was decided that the Board would send a letter with an updated contract, indicating that if Harris Township opts not to sign the contract, then Temiskaming Shores Public Library would consider that to mean that the Library Board is not in a contract for library services with Harris Township and the \$75 non-resident fee would be maintained for Harris Township residents.

c. Space Needs of Library.

Board Chair Donald Bisson had asked the CEO to update the 2008 Space Needs Analysis for the library branches. The Board discussed the documents and the library service needs of the community.

d. Re-schedule September meeting.

The September meeting falls in the week that the CEO will be gone for the Ontario Library Service North conference in Sudbury. It was agreed that the September meeting will be held on Wednesday, September 14 at the New Liskeard Branch.

10. Closed Session

Motion #2016-13

Moved by: Robert Dodge
Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board go into Closed Session at 8:10 p.m. in regards to identifiable individuals.

Carried.

Motion #2016-14

Moved by: Robert Dodge
Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board rise from Closed Session at 8:22 p.m. with report.

Carried.

Motion #2016-15

Moved by: Jeff Laferriere

Seconded by: Brenda Morissette

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's job descriptions for Circulation Clerk and Library Page as amended.

Carried.

11. Plan, Policy and Bylaw Review

a. Policy review: Personnel Policy Per-2

The policy was reviewed.

Motion #2016-16

Moved by: Carman Kidd

Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board accepts library policy: Personnel Policy Per-2 as amended by the Board.

Carried.

12. Adjournment

Motion to adjourn by Jeff Laferriere at 8:25 p.m.

Chair – Donald Bisson

**The Corporation of the City of Temiskaming Shores
Committee of Adjustment**

Meeting Minutes

Wednesday, March 30, 2016

Present: Chair: Carman Kidd
Members: Robert Dodge; Florent Heroux; Voula Zafiris

Regrets: Angela Hunter; Maria McLean; Suzanne Othmer

Also Present: Jennifer Pye, Secretary-Treasurer

Public: Julien and Jeanne d'arc Charland, 156 Haliburton Avenue West – Applicants A-2016-01(NL)

1. Opening of Meeting

Resolution No. 2016-07

Moved By: Florent Heroux

Seconded By: Robert Dodge

Be it resolved that the Committee of Adjustment meeting be opened at 1:30 p.m.

Carried

2. Adoption of Agenda

Resolution No. 2016-08

Moved By: Robert Dodge

Seconded By: Florent Heroux

Be it resolved that the Committee of Adjustment adopts the agenda as printed.

Carried

3. Declaration of Pecuniary Interest

None

4. Adoption of Minutes

Resolution No. 2016-09

Moved By: Florent Heroux

Seconded By: Robert Dodge

Be it resolved that the Committee of Adjustment for the City of Temiskaming Shores hereby approves the minutes of the January 27, 2016 Committee of Adjustment Meeting as printed.

Carried

5. Public Hearings

Chair Carman Kidd advised that this afternoon a public hearing is scheduled for one (1) minor variance application.

The Planning Act requires that a public hearing be held before the Committee of Adjustment decides whether to approve such applications. The public hearing serves two purposes: first, to present to the Committee and the public the details and background to the proposed applications and, second, to receive comments from the public and agencies before a decision is made.

**The Corporation of the City of Temiskaming Shores
Committee of Adjustment**

Meeting Minutes

Wednesday, March 30, 2016

5.1 Minor Variance Application A-2016-01(NL) – Julien and Jeanne d’arc Charland, 156 Haliburton Avenue West

The Chair declared the public hearing for Minor Variance Application A-2016-01(NL) to be open.

The Chair asked the Planner, Jennifer Pye, to summarize the proposal, provide any additional information that may be relevant and summarize any correspondence received to date regarding this application.

Subject land: 156 Haliburton Avenue West; Plan M70NB Part of Lots 5 and 6; RP TER 424 Parts 2 and 3; RP 54R-5609 Part 1; Parcels 7678SST and 15800SST; Town of New Liskeard.

Purpose of the application: In 2012 the property owners were granted approval for a minor variance for the construction of an accessory garage with attached carport that exceeded the maximum permitted accessory building area as well as the maximum permitted accessory building height.

The current application requests to further exceed the maximum building area for accessory uses to permit a 3m x 4.3m (10' x 14') shed to remain on the property.

During the site visit it was noted that the separation between the garage and the shed indicated on the sketch submitted with the application was not accurate. A follow-up visit was conducted with the Building Inspector and the separation was measured and found to be 1.5m (5'). The Zoning By-law requires a minimum building separation of 2.5m (8.2').

Statutory public notice: The application was received on February 26, 2016 and was circulated to City staff. Notice of the complete application and notice of the public hearing were advertised in the Temiskaming Speaker on March 16, 2016 in accordance with the statutory notice requirements of the Planning Act. Notice was also mailed to property owners within 60m (200') of the subject land.

Jennifer Pye summarized the Planning Report and advised that in her opinion the application is consistent with the Provincial Policy Statement (2014), and meets the general intent and purpose of the City of Temiskaming Shores Official Plan and Town of New Liskeard Zoning By-law 2233, and respectfully requested that the Committee approve the application.

The applicant had no additional comments.

The committee considered the following resolution:

Resolution No. 2016-10

Moved By: Florent Heroux

Seconded By: Voula Zafiris

Whereas the Committee of Adjustment for the City of Temiskaming Shores has considered Consent Application A-2016-01(NL) as submitted by Julien and Jeanne d’arc Charland for the following lands: 156 Haliburton Avenue West; Plan M70NB Lots 6 and 6; RP TER 424 Parts 2 and 3; RP 54-R-5609 Part 1; Parcels 7678SST and 15800SST; Town of New Liskeard;

And whereas the applicant is requesting relief from the following sections of Zoning By-law 2233, as amended:

**The Corporation of the City of Temiskaming Shores
Committee of Adjustment**

Meeting Minutes

Wednesday, March 30, 2016

- 1) Section 7(2)(d)(i) permits a maximum building area for accessory buildings of 8%. The applicant is requesting 11.9%
- 2) Section 7(2)(i) requires a minimum building separation of 2.5m. The applicant is requesting 1.5m.

And whereas the Committee of Adjustment for the City of Temiskaming Shores has received the planning report dated March 24, 2016 and has considered the recommendations therein;

Be it resolved that the Committee of Adjustment for the City of Temiskaming Shores approves Minor Variance Application A-2016-01(NL).

Further be it resolved that the following variance be granted:

That the Committee of Adjustment grant relief from Section 7(2)(d)(i) of Zoning By-law 2233 to permit a maximum building area for accessory buildings of 11.9%;

That the Committee of Adjustment grant relief from Section 7(2)(i) of Zoning By-law 2233 to permit a minimum building separation of 1.5m.

Subject to the following conditions:

- 1) The approval of the minor variance applies only to the construction of the shed.

For the following reasons:

In the opinion of the Committee:

1. The variance maintains the general intent and purpose of the City of Temiskaming Shores Official Plan;
2. The variance maintains the general intent and purpose of the Town of New Liskeard Zoning By-law 2233, as amended;
3. The variance is desirable for the appropriate development or use of the land, building, or structure;
4. The variance is minor.

Carried

The Chair declared the public hearing for Minor Variance application A-2016-01(NL) to be closed.

**The Corporation of the City of Temiskaming Shores
Committee of Adjustment**

Meeting Minutes

Wednesday, March 30, 2016

6. New Business

6.1 2016 OACA Conference Information

Resolution No. 2016-11

Moved By: Robert Dodge

Seconded By: Florent Heroux

Whereas the Ontario Association of Committees of Adjustment and Consent Authorities (OACA) is holding their annual conference in the City of London at the Four Points by Sheraton from May 29-June 1, 2016;

And whereas the Community Growth and Planning Department has budgeted for one Committee of Adjustment member to attend the said conference along with the Secretary-Treasurer;

Be it resolved that the Committee of Adjustment for the City of Temiskaming Shores authorizes the attendance of Voula Zafiris at the said conference;

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

6.2 2016-2017 Schedule of Meetings

Jennifer Pye stated that the Application Submission Cut-off Dates on the proposed schedule of meetings have been lengthened to allow additional time for processing, but this date is flexible depending on application volume.

Resolution No. 2016-12

Moved By: Robert Dodge

Seconded By: Florent Heroux

Be it resolved that the Committee of Adjustment adopts the 2016-2017 Schedule of Meetings

7. Unfinished Business

None

8. Applications for Next Meeting

Next meeting: Wednesday, April 27, 2016

9. Adjournment

Resolution 2016-13

Moved By: Robert Dodge

Seconded By: Florent Heroux

Be it resolved that the Committee of Adjustment meeting be closed at 1:53 pm.

Carried

**The Corporation of the City of Temiskaming Shores
Committee of Adjustment**

Meeting Minutes

Wednesday, March 30, 2016

Carman Kidd
Chair

Jennifer Pye
Secretary-Treasurer

**EARLTON-TIMISKAMING REGIONAL AIRPORT
MUNICIPAL SERVICES BOARD (MSB)
MINUTES**

Thursday, April 21st, 2016
Council Chambers, Township of Armstrong
Earlton, Ontario

Attendance: Marc Robillard, Doug Metson, Charlie Codd, Dominique Nackers,
Ron Vottero, Pauline Archambault, Morgan Carson, Bryan McNair
Danny Whalen, Ken Laffrenier, Harold Cameron, Sheila Randell

Guests : Carman Kidd, Darlene Wroe

Absent : Debbie Veerman, Barbara Beachey, Sue Nielsen, James Twp. Rep.

1. Welcome - Meeting called to order

Moved by: Doug Metson

Seconded by: Danny Whalen

BE IT RESOLVED THAT "the meeting of April 21st, 2016 be called to order at 7:00 p.m. by Vice-Chairman, Marc Robillard."

Carried

2. Approval of Agenda

Moved by: Ken Laffrenier

Seconded by: Doug Metson

BE IT RESOLVED THAT "the Agenda be approved as presented."

Carried

3. Minutes of last Meeting

Moved by: Charlie Codd

Seconded by: Pauline Archambault

BE IT RESOLVED THAT "the Minutes of the meeting held March 17th, 2016 be adopted as presented."

Carried

4. Errors or Omissions

There were no errors or omissions.

5. Business Arising from the Minutes

None

6. Closed Session

No closed session.

7. Committee Reports

(i) Finance Committee

Moved by: Pauline Archambault

Seconded by: Ken Laffrenier

BE IT RESOLVED THAT "the report of the Finance Committee for the month of March 2016, be adopted as presented and attached hereto, forming part of these Minutes."

Carried

(ii) Property and Maintenance Committee Report

No Report

(iii) Human Resources Committee

No Report

8. Correspondence

Moved by: Ron Vottero

Seconded by: Bryan McNair

BE IT RESOLVED THAT "the Correspondence for March 2016 be filed."

Carried

9. Manager's Report

Moved by: Charlie Codd

Seconded by: Ron Vottero

BE IT RESOLVED THAT "the Manager's Report for the month of March 2016, be adopted as presented, and attached hereto forming part of these Minutes."

Carried

10. Chairman's Remarks/Report

No Report

11. Any Other Business:

Danny Whalen asked for clarification on who will be paying for the legal fees to form the Airport Authority. Decision needs to be made ASAP. Members agreed to address this issue after the April 30 meeting.

Air Bravo's account needs to be brought up to date. Harold is to get an answer on on this issue for next meeting.

Danny noted that the Accounts Receivable list and the A/R Aging summary do not match. Members were advised that the Accounts Receivable list is a report of money deposited by the end of the month, whereas the A/R Aging summary is created well into the next month, to give MSB the most updated A/R.

Members were asked to send any questions they may have regarding the Airport Authority to Carman Kidd in advance of the April 30 meeting, so answers can be prepared.

A letter has been received from the Town of Cobalt advising that they are opting out of the MSB. This to be discussed after the April 30 meeting.

Harold advised the MSB that all the Airport manuals have to be updated, and to do so, he requires a program for the computer that can scan, read and edit.

Moved by : Doug Metson

Seconded by : Morgan Carson

BE IT RESOLVED THAT "the MSB agrees to the purchase of Adobe Acrobat for the Airport computer, at a cost of \$800.00 from Mikrolink."

Carried

12. Adjournment

Moved by: Bryan McNair

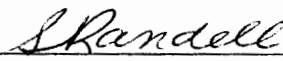
Seconded by: Charlie Codd

BE IT RESOLVED THAT "this meeting be adjourned - 8:10 p.m.. The next meeting will be held May 19th, 2016 at 7:00 p.m. at Armstrong Council Chambers.

Carried



Chair



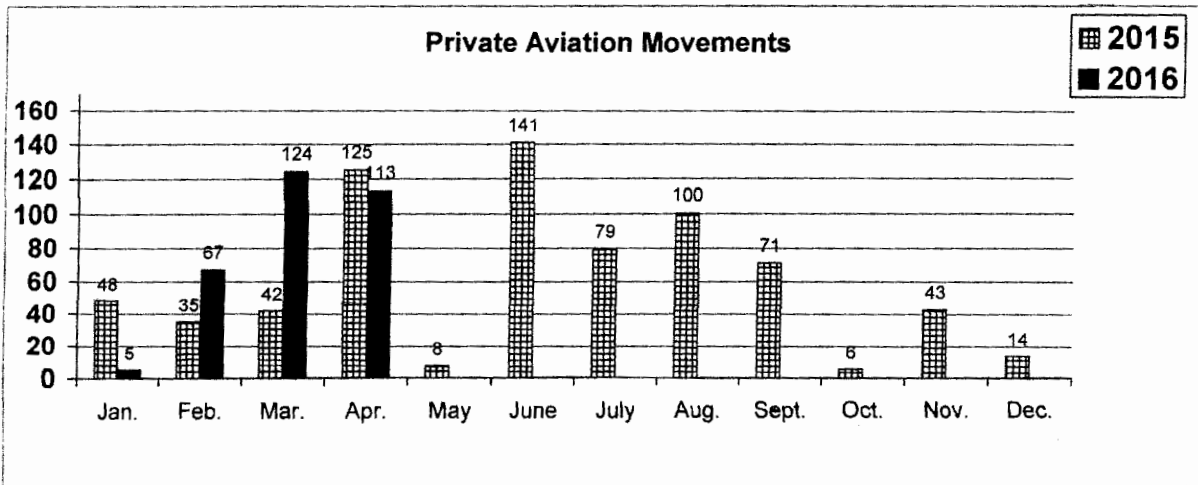
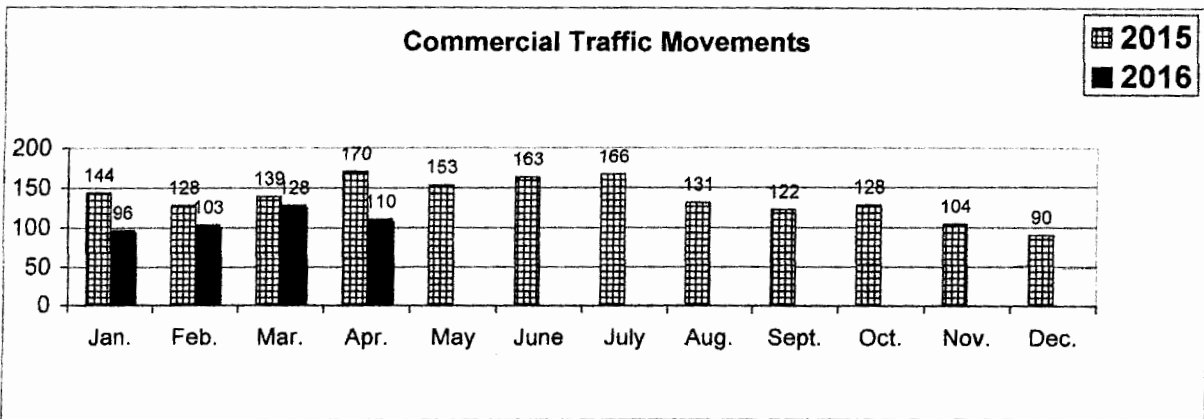
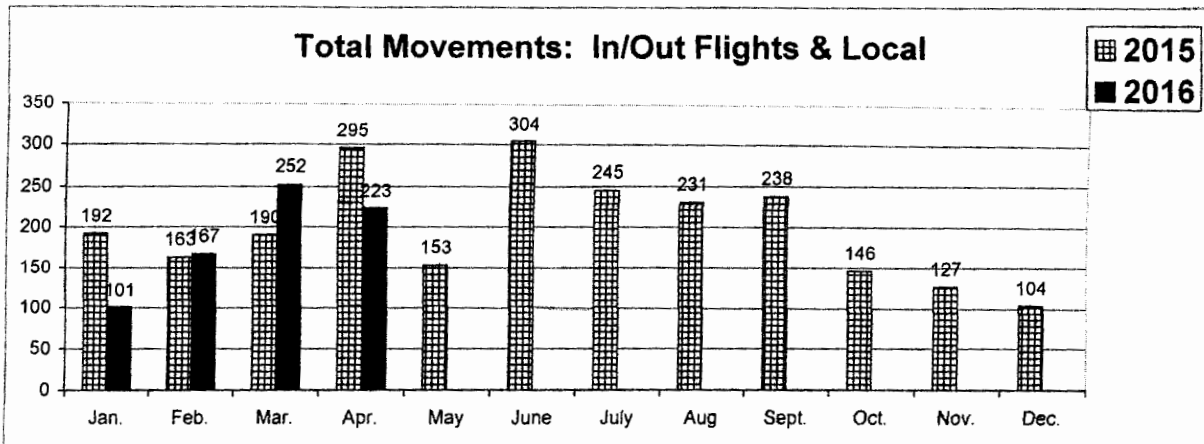
Secretary

EARLTON-TIMISKAMING REGIONAL AIRPORT APRIL 2016

<u>REVENUE</u>	<u>ACTUAL</u>	<u>YTD</u>
Fuel	\$11,862	\$26,984
Operations	\$6,303	\$172,346
	\$18,165	\$199,330
<u>EXPENSES</u>		
Fuel	\$9,457	\$18,420
Operations	\$26,124	\$96,400
Capital Expenses		
	\$35,581	\$114,820
<u>NET PROFIT/LOSS</u>		
Fuel	\$2,405	\$8,564
Operations	-\$19,821	\$75,946
Capital Expenses		
	-\$17,416	\$84,510
<u>FUEL INVENTORY - JET A1</u>	\$ 3,752	
<u>FUEL INVENTORY - AVGAS</u>	\$ 3,297	
<u>FUEL INVENTORY - DIESEL</u>	\$ 940	

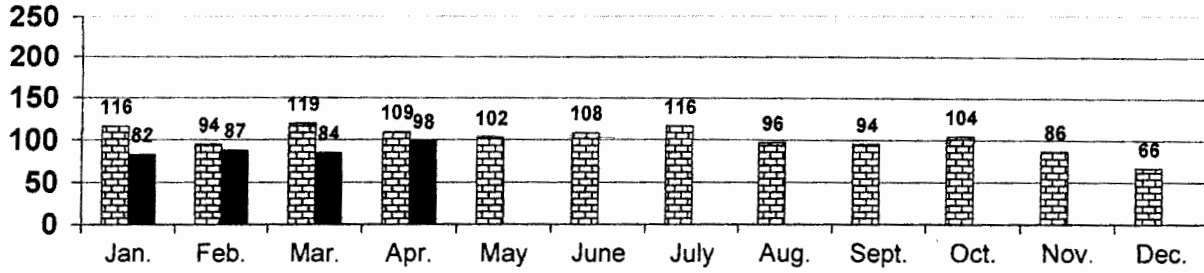
ANNUAL AIRCRAFT MOVEMENTS

AS OF APRIL 30, 2016



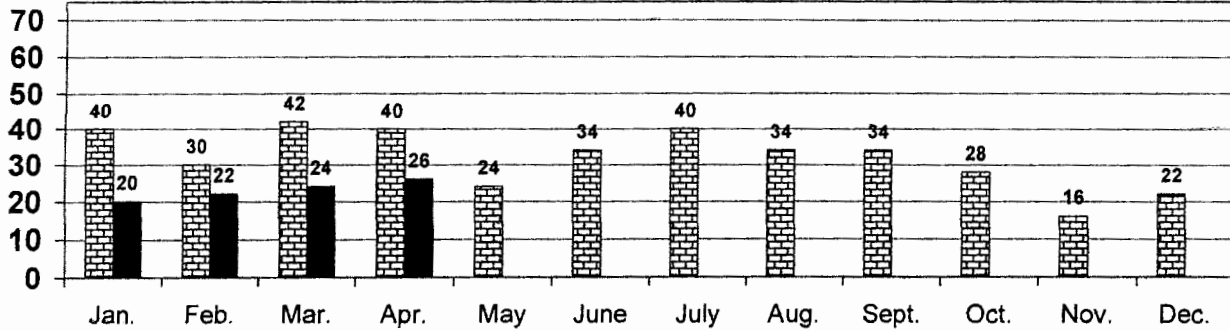
Air Carriers Movements

2015
2016



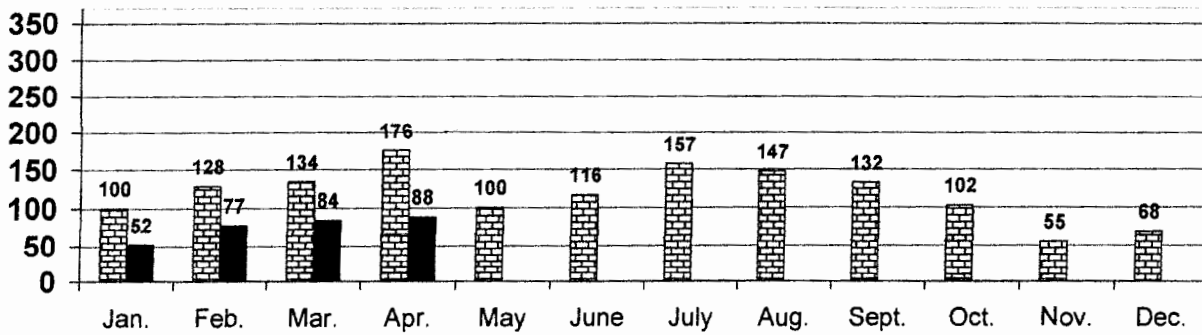
Air Ambulance Movements

2015
2016



Pgrs. via Air Charter

2015
2016



MANAGER'S REPORT APRIL 2016

Northern Skys:

I visited Mr. Bailey (Northern Skys Air Service) as instructed by the MSB to collect his outstanding invoice. He continues to dispute his Airfield Maintenance contract with the Airport. I received a cheque for \$1400. He stated that this was all he would pay, and that he would like a review of his contract. This leaves \$96.54 outstanding.

Fuel Service:

A NOTAM has been issued at the St-Bruno-de-Guigues Airport CTA4 that 100LL Avgas and Jet A1 fuel is not available until July 1st. We are accommodating the fuel requirements of their aircraft until they resolve their issues. This is an excellent opportunity to show them our facility and services, as well as increase our sales.

Steering Committee:

There was a meeting in Earlington near the end of April with most of the councils in the Airport area represented. Carman Kidd chaired the meeting, and presented a revised motion for consideration by local councils. This motion would agree to support the creation of an Airport Authority to own and operate the Earlington-Timiskaming Regional Airport. Many questions and concerns were addressed at the meeting, and others needed to be deferred until after the number of participants in this new venture is tallied. The future of the Airport is a direct function of the participation level. Armstrong Township indicated that they will close the Airport if ownership goes back to them, as they do not have the means to support it.

Hercules Visit:

A C130 Hercules from 8 Wing Trenton 424 Squadron visited on 30 April and spent the night at our Airport. They uploaded all of the Jet fuel that we had in our tanks. We had the fuel truck refill us immediately in case of an Ambulance or other emergency fuel requirement (Hydro, MNR, OPP). They were here for Search and Rescue training with our local TEMSAR unit.

Harold Cameron
Earlington-Timiskaming Regional Airport Manager

Community Contribution Summary
2016 Sharing Contribution
Per Capita Contribution - \$7.95

<u>Community</u>	<u>Population</u>	<u>Contribution</u>	<u>Paid</u>
Armstrong	1265	\$10,057	\$10,057.00
Casey	374	\$2,973	\$2,973.00
Chamberlain	346	\$2,751	\$1,375.50
Charlton and Dack	670	\$5,327	
Cobalt	1103	\$8,769	
Coleman	531	\$4,221	
Englehart	1546	\$12,291	
Evanturel	464	\$3,689	
Harley	526	\$4,182	\$4,182.00
Hilliard	227	\$1,805	
Hudson	457	\$3,633	\$3,633.00
James	474	\$3,768	\$3,768.00
Temiskaming Shores	10125	\$80,494	
Thornloe	110	\$875	\$875.00
Total Contributions	18218	\$144,833	\$26,863.50

Donation

Kerns	349	\$2,775	
Total Contributions		\$147,608	\$26,864

As of April 21, 2016

**TEMISKAMING SHORES AND AREA
PHYSICIAN RECRUITMENT AND RETENTION COMMITTEE
November 13, 2015 Temiskaming Hospital Boardroom**

PRESENT:

Mayor Carman Kidd, Chris Oslund, Margaret Beatty, Jeff Laferriere, Shirley Watchorn (via phone), Deborah Kersley, Dr. Khaled Elgadi, Darcy Griffith, Johanne Labonte, Dr. Mark Churman, Erin Montgomery and Shelly Zubyck

REGRETS:

Jocelyne Maxwell, Bonny Koistenen, Dr. Peter Hutten-Czapski, Dr. Glenn Corneil, and Dr. Stacey Desilets.

The meeting was called to order at 12:05 pm. Deborah Kersley acted as meeting chair.

1) MINUTES OF PREVIOUS MEETING

MOTION NO.:	1	DATE:	February 5, 2015
MOVED BY:	Jeff	SECONDED BY:	Darcy
Motion:	<i>That the minutes of the Temiskaming Shores and Area Physician Recruitment and Retention Committee meeting of May 6, 2015 be approved.</i>		
Carried <input checked="" type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Chairman's Initials:			

2) APPROVAL OF AGENDA

Agenda was discussed and approved.

3) COMMITTEE TERMS OF REFERENCE

- The Committee discussed the Terms of Reference and agreed that revisions to the current terms should be completed. The Committee agreed the ToR should be reviewed annually and the scope of the Committee's focus should be broadened to be in line with the area the hospital serves.
- The Committee agreed to form a sub-committee to draft a new Terms of Reference to bring back to the Committee for approval.
- The new Terms of Reference will be based on principles such as what is the footprint of the committee, working with regional stakeholders, providing communication and messaging to the community and public, how will recruitment be funded and who are the representatives.

4) FINANCIAL STATEMENT UPDATE

- No changes in the financials were reported.

5) **PHYSICAIN RECRUITMENT UPDATE**

- Dr. Khaled Elgadi – Chief of Staff and Chair of the Medical Manpower Committee of Temiskaming Hospital provided an update.
- The Hospital has developed an internal recruitment committee to develop a multi-year plan for anticipated physician vacancies for hospital programs and services.
- Currently the hospital has unfilled shifts in the Emergency Department beginning in mid-January, 2016. The Hospital has taken steps to fill these vacancies such as providing funding for travel and accommodation for locums, approved HFO application for ED for access to locum coverage, communications with the 3 local FHT's and Centre de Sante' regarding the support from hospital and entering into a Physician Retention Incentive Agreement with Dr. MacNeil.
- The Hospital has successfully recruited a second surgeon for the next two years.
- Dr. Elgadi is awaiting the College's decision on his completion of C-section training.
- Five (5) new physicians have started with the hospital for Emergency Room coverage.
- Three (3) physicians will be providing C-section coverage.
- Current vacancies by program:
 - Internal Medicine
 - Family Practice
 - Anesthesia
 - Psychiatry

6) **GNFHT BUILDING STATUS**

- Land for new building has been purchased and cleared. A lease agreement has not been agreed to by both parties at this time as rent amounts are not at the preferred level.
- Different avenues are being explored.

7) **NEXT MEETING**

To be determined.

Deborah Kersley, Co- Chair

Shelly Zubycyck, Recording Secretary

**TEMISKAMING SHORES AND AREA
PHYSICIAN RECRUITMENT AND RETENTION COMMITTEE
January 19, 2016 Temiskaming Hospital Boardroom**

PRESENT:

Mayor Carman Kidd, Chris Oslund, Margaret Beatty, Ellen Zhang, Dr. Stacy Desilets, Dr. Ryan Sayer, Shirley Watchorn, Deborah Kersley, Dr. Khaled Elgadi, Jocelyne Maxwell, Erin Montgomery, Kelly Conlin and Kevin Kirkpatrick (guest)

REGRETS:

Jeff Laferriere, Darcy Griffith, Johanne Labonte

The meeting was called to order at 12:05 pm. Deborah Kersley acted as meeting chair.

1) MINUTES OF PREVIOUS MEETING

MOTION NO.:	1	DATE:	January 19, 2016
MOVED BY:	Margaret Beatty	SECONDED BY:	Carman Kidd
Motion:	<i>That the minutes of the Temiskaming Shores and Area Physician Recruitment and Retention Committee meeting of November 13, 2015 be approved.</i>		
Carried <input checked="" type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Chairman's Initials:			

2) APPROVAL OF AGENDA

Item 3.3 under New Business – Letter from Dr. Vincent Dubois will be moved into Closed Session.

3) NEW BUSINESS

3.0 Introduction of Kevin Kirkpatrick, Recruitment Consultant

The Committee was introduced to Kevin Kirkpatrick whose Physician recruitment services have recently been retained by the Temiskaming Hospital since the official retirement of Bonny Koistinen.

3.1 Physician Recruitment Update

Dr. Khaled Elgadi provided the Committee with a report highlighting the following items:

- *Community Physician Vacancies – 6*
 - Dr. Ryan Sayer will start practicing in 2016
 - Dr. Ashley Boldt will start practicing in 2017
 - Potential NOSM students – Amanda Corbiel, Arianna Hillman and John Tuinema have expressed interest in being recruited to the area.

- *Internal Temiskaming Hospital Vacancies – 4*
 - Recruitment with HFO ongoing for the vacancies (Psychiatrist, Internist, Anesthetist, Geriatrician)
 - Dr. Ahmed has successfully been recruited for the provision of consultative pediatric outpatient clinics at the Temiskaming Hospital starting in Oct. 2015
 - Emergency Department Locums have successfully filled Emergency department shifts for the months of January/February 2016.

3.2 Terms of Reference Review/Approval (Draft terms from Sub-Committee Meeting)

The Committee was provided an opportunity to review the Draft Terms of Reference prior to the meeting. Dr. Stacy Desilets explained what changes had been made by the sub-committee, highlighting the removal of the word *family* from the document in regards to recruitment and retention efforts. The Committee agreed that the focus is to recruit and retain physicians, not just family physicians.

The sub-committee had also discussed developing separate committees for different recruitment and retention initiatives such as fundraising, site visits, etc.

The Committee was also in support of the suggestion to rotate the chair on an annual basis.

MOTION NO.:	2	DATE:	January 19, 2016
MOVED BY:	Dr. Stacy Desilets	SECONDED BY:	Carman Kidd
Motion:	<i>That the Temiskaming Shores and Area Physician Recruitment and Retention Committee hereby approve the amended Terms of Reference as presented with the addition of a Representative from Health Force Ontario listed under Ex-Officio members.</i>		
Carried <input checked="" type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Chairman’s Initials:			

NOTE: The new Terms of Reference for the Temiskaming Shores and Area Physician Recruitment and Retention Committee have been attached to the minutes of the January 19, 2016 Committee meeting for reference purposes.

MOTION NO.:	3	DATE:	January 19, 2016
MOVED BY:	Margaret Beatty	SECONDED BY:	Dr. Stacy Desilets
Motion:	<i>That the Temiskaming Shores and Area Physician Recruitment and Retention Committee hereby nominate Carman Kidd as the Chair of the Committee for 2016.</i>		
Carried <input checked="" type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Chairman’s Initials:			

3.3 Financial Plan for New Committee Mode/Structure

The Committee discussed what funds are currently available and how many potential recruits could be paid as of now. With the physicians that are being recruited currently, the fund will require a balance of \$200,000 over the next 5 years.

The Committee determined that the development of a budget sub-committee is the

main priority at this time. The following Committee members will sit on the budget sub-committee with the goal of creating a 5-year financial strategy and budget: Carman Kidd, Christopher Oslund, Margaret Beatty, Dr. Ryan Sayer, Dr. Stacy Desilets and Deborah Kersley.

Deborah will coordinate the first meeting for the sub-committee.

3.4 Great Northern Family Health Team Update

Shirley Watchorn reported that there is great momentum with the current status of a location for the GNFHT and hopes to provide the Committee with confirmation within the next month. Their new location will accommodate 8 physicians.

4) CLOSED SESSION

MOTION NO.:	4	DATE:	January 19, 2016
MOVED BY:	Carman Kidd	SECONDED BY:	Christopher Oslund
Motion:	<i>That the Temiskaming Shores and Area Physician Recruitment and Retention Committee convenes in Closed Session at 12:36 PM to discuss the letter from Dr. Vincent Dubois regarding Physician Services Agreement</i>		
Carried <input checked="" type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Chairman’s Initials:			

MOTION NO.:	5	DATE:	January 19, 2016
MOVED BY:	Margaret Beatty	SECONDED BY:	Carman Kidd
Motion:	<i>That the Temiskaming Shores and Area Physician Recruitment and Retention Committee rises from Closed Session at 1:00 PM with direction to have the budget sub-committee, together with Dr. Dubois, review the letter and further that; the sub-committee present a recommendation to the entire Committee.</i>		
Carried <input checked="" type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Chairman’s Initials:			

Margaret Beatty will organize the meeting with Dr. Vincent Dubois.

5) NEXT MEETING

March 2016 – Date and Time to be determined.

6) ADJOURNMENT

The Temiskaming Shores and Area Physician Recruitment and Retention Committee meeting adjourned at 1:04 PM.

Deborah Kersley, Co- Chair

Kelly Conlin, Recording Secretary

TEMISKAMING SHORES AND AREA PHYSICIAN
RECRUITMENT AND RETENTION COMMITTEE

TERMS OF REFERENCE

APPROVED – JANUARY 19, 2016

Mission:

The Temiskaming Shores and Area Recruitment and Retention Committee is a partnership of community, municipal and healthcare providers with a mission to recruit and retain physicians and their services.

Mandate:

- Undertake strategic planning, program development, and implementation of initiatives for the attraction of new physicians and retention of physician in the service area.
- Liaise with all necessary stakeholders who may assist in recruiting and retaining physicians to the Area.
- Obtain necessary funds from various sources to enable the implementation of the initiatives and strategic plan of the Committee.
- Actively implement ongoing programs for physician recruitment and retention for medical services, locums, or resident physician or other incentive as deemed appropriate.
- Communicate with and educate the public with regard to the mandate and outcomes of the Committee.
- Consult with the public, the Ministry of Health and Long-Term Care, and the Health Force Ontario and Local Health Integration Network regarding the attraction and retention activities and related matters for physicians and their services.
- To approve an annual Recruitment and Retention Plan and Budget to include:
 - key recruitment priorities for the upcoming year;
 - recruitment and retention strategies and incentives that are coordinated and for which members have been tasked with accountabilities;
 - projected costs; and
 - proposal development.

Duties and Responsibilities:

- To generate enthusiasm and positive momentum across the partnership, stakeholders and the broader community toward recruitment and retention resources.
- To provide input in the communication plan and contact with community stakeholders.
- To actively participate in community assessment visits with physicians, so as to encourage their relocation to the region.
 - The assessment sub-committee performs functions like organizing the interview process and the welcoming group for a site visit.

- The assessment sub-committee forms a welcoming group and develops plans for site visits, community, tours, etc., tailored to the physician and family.
- Other sub committees may be established as determined necessary by the Committee.

Members of Committee:

- Mayor – City of Temiskaming Shores
- City Manager – City of Temiskaming Shores
- President and CEO – Temiskaming Hospital
- CEO - Centre de santé communautaire du Témiskaming
- Chief of Staff or Designate – Temiskaming Hospital (Chair Medical Manpower Committee- Temiskaming Hospital)
- New Liskeard Physician or Designate
- Haileybury Physician or Designate
- Temagami Physician or Designate
- The Temiskaming Foundation - Community Representative
- Chamber of Commerce - Community Representative
- Public Health Representative

Ex-officio (non-voting)

- Director of Corporate Services - City of Temiskaming Shores, Recording Secretary
- Physician Recruitment team member or designate – Temiskaming Hospital
- Representative – Health Force Ontario
- Other guests as required

Chair of the Committee

The Committee Chair and Vice Chair will be elected annually at the first meeting of the year.

Frequency of Meetings

The Committee will meet four times per year (March, June, September, and December) or at the call of the chair, for one hour.

Quorum and Decision-Making

Each meeting follows an Agenda. A simple majority of members entitled to vote will constitute a quorum.

Conflict of Interest

When a member has an actual or perceived personal interest in the subject matter, the member is in a conflict of interest. Any member can declare a conflict or be declared in conflict. Conflicts of interest will be documented in the minutes.

1. CALL TO ORDER

Meeting called to order at 1:28 P.M.

2. ROLL CALL

- | | |
|---|--|
| <input checked="" type="checkbox"/> Mayor Carman Kidd | <input checked="" 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"/> Airianna Misener, Executive Assistant |
| <input checked="" type="checkbox"/> Chris Oslund, City Manager | <input checked="" type="checkbox"/> Kelly Conlin, Director of Corporate Services (A) |
| <input checked="" type="checkbox"/> Greg Miller, Fire Services Training Officer | |

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- Addition under Closed Session: 11

4. APPROVAL OF AGENDA

Recommendation PPP-2016-017

Moved by: Mayor Carman Kidd

Be it resolved that:

The Protection to Persons and Property Committee agenda for the April 14, 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-2016-018

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee minutes of the March 10, 2016 meeting be adopted as printed.

CARRIED

7. DELEGATIONS

- None

8. FIRE AND EMERGENCY SERVICES

a) Monthly Activity Report

The Fire Chief provided the Committee with a general overview of the fire departments monthly report, highlighting the year to date emergency calls, fire safety inspections and public education. A total of 4 emergency responses for the month of March were noted, 3 of which were perceived as emergency. The Fire Chief further noted, that the year to date emergency calls were down by 17 in comparison to 2015.

In March the department appointed 2 new volunteer firefighters, the current Volunteer Firefighter staffing complement is at 67 members.

The Fire Department will be issuing discounted burning permits and dog tags at the upcoming 2016 Lifestyles Show.

b) Training Update

Greg Miller, Fire Services Training Officer provided the Committee with a year to date training update.

Since the Training Officer has been in place a total of 815.5 training hours have been completed over the course of 4 months throughout all 3 stations.

A training schedule for the year has been developed; the schedule has proven to be very beneficial for scheduling purposes.

The Fire Training Officer will be attending the Ontario Fire College in May to complete his Fire Instructor level 2 training.

Greg further reported that overall, the feedback has been very positive from the fire departments in regards to the training services thus far.

9. PLANNING

a) Planning Department General Update

Jennifer Pye, the City's Planner provided the Committee with a general planning department update:

- Has undertaken pre-consultation on 7 different significant proposals for development in the community
- A proposal will be going to Council in closed session on Tuesday, April 19, 2016 that involves the disposition of municipal land.
- Ecole St-Michel site plan progress is nearing completion. The agreement is anticipated to be brought to Council in May.
- Spring rush is beginning and will likely pick up once the warmer weather sets in.

b) Zoning By-law Update

Christopher Oslund and Jennifer Pye will meet next week to discuss the Zoning by-law.

c) FPT Subdivision Update

Jennifer Pye, Planner provided an update with regards to the FPT subdivision. Jennifer noted the appeal period is expired with no objections. There are some changes that need to be made to the Subdivision Agreement and once these are reviewed with the proponent's lawyer the revised agreement will be presented to Council; the item will possibly be added to the April 19, 2016 Council meeting.

10. NEW BUSINESS

a) CBO services to the Township of Chamberlain

The Committee received an email inquiring if the City would be interested in providing CBO services to the Township of Chamberlain.

Recommendation PPP-2016-019

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee acknowledges the request from the Township of Chamberlain and respectfully declines.

CARRIED

11. CLOSED SESSION

Recommendation PPP-2016-020

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee convene into Closed Session at 2:07 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
- labour relations or employee negotiations as per section 239 (2) d) of the Municipal Act

CARRIED

Recommendation PPP-2016-021

Moved by: Mayor Carman Kidd

Be it resolved that:

The Protection to Persons and Property Committee rise with report at 2:55 PM

CARRIED

12. SCHEDULE OF MEETINGS

The next Protection to Persons and Property Committee meeting is scheduled for May 19 starting at 1 PM.

13. ADJOURNMENT

Recommendation PPP-2016-022

Moved by: Mayor Carman Kidd

Be it resolved that:

The Protection to Persons and Property Committee meeting is adjourned at 2:57 p.m.

CARRIED

1.0 CALL TO ORDER

The meeting was called to order at 9:00 a.m.

2.0 ROLL CALL

- | | |
|---|--|
| <input checked="" type="checkbox"/> Mayor Carman Kidd | <input type="checkbox"/> Chris Oslund, City Manager |
| <input checked="" type="checkbox"/> Councillor Doug Jelly | <input checked="" type="checkbox"/> Councillor Patricia Hewitt |
| <input checked="" type="checkbox"/> Doug Walsh, Director of Public Works | |
| <input checked="" type="checkbox"/> Mitch Lafreniere, Manager of Physical Assets | |
| <input checked="" type="checkbox"/> Steve Burnett, Technical and Environmental Compliance Coordinator | |
| <input type="checkbox"/> Robert Beaudoin, Environmental Superintendent | |
| <input type="checkbox"/> Jamie Sheppard, Roads Superintendent | |
| <input checked="" type="checkbox"/> Airianna Misener, Executive Assistant | |
| <input checked="" type="checkbox"/> Jeremy Latour, Engineering Intern | |

3.0 REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- None

4.0 APPROVAL OF AGENDA

Recommendation PW-2016-021

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee agenda for the April 28, 2016 meeting be approved as printed.

Carried

5.0 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- None

6.0 REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation PW-2016-022

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee minutes for the March 24, 2016 regular meeting be adopted as printed.

Carried

7.0 CORRESPONDENCE

- Paroise Ste - Croix

Discussion:

The Committee reviewed correspondence received by Paroise Ste-Croix, requesting for consideration to schedule snow removal during weekends in the Church area. Doug Walsh, Director of Public Works will draft a letter addressing the request for scheduled maintenance. The letter will be reviewed by Mayor and Council.

- Rokeby Street – Road Closure

Discussion:

A request was received for road closure on Rokeby Street to accommodate the Camp Mighty BBQ/ Yard Sale fundraiser for the New Liskeard Bikers Reunion. The Committee approves the request. The Committee will follow up with a letter to the organizers request them to communicate with surrounding business of the road closure details.

8.0 PUBLIC PRESENTATIONS

- *None*

9.0 UNFINISHED BUSINESS

9.1 Grant Drive at Hwy 65E

Previous Discussion:

Steve Burnett will follow with Kemp Pirie Crombeen who is the City's legal looking after the easement.

Discussion:

Steve Burnett was in contact the Kemp Pirie who advised that there has been no word from Rio-Cans legal.

9.2 LED Street Lighting

Previous Discussion:

Mitch Lafreniere recently met with a representative from Hydro one to discuss the inventory discrepancies. Hydro One supplied the City, with a spreadsheet of street lighting the City is currently being billed for. Comparing the City's inventory to the spreadsheet provided by Hydro One, there are approximately 328 street lights that are in question. Mitch will schedule a follow up meeting, with Hydro One.

Mitch further informed the group that approximately 70% of the new LED Street Lighting has been installed; the remaining lights will be installed in the spring. The City expects to receive a Save on Energy grant for the upgrades, in the coming months.

Discussion:

Mitch Lafreniere noted that 85% of the LED Street Lighting has been installed. 10 street lights were missed on the original count and 2 additional were added. Mitch noted that the cost for the additional lights will be approximately \$10,000.

Discussions with Hydro One is ongoing.

9.3 AMEC – New Waste Management Capacity

Previous Discussion:

Council approved entering an agreement with EXP for the Haileybury Landfill Closure Plan. Surveying of the site will begin once the snow is melted. The Ministry is currently reviewing the draft EA. Final submission is expected to be completed in June.

Discussion:

Steve and Doug Walsh recently participated in a teleconference with AMEC. Response from the Ministry on the draft EA has been received. The project is on track for final submission in June.

9.4 Access Control Policy – Entrance Permits

Previous Discussion

City staff are working on assigning 911 numbers for the Grant entrances. Once complete, the City's Clerk will provide training to the City's Engineering Intern on the 911 process.

Discussion:

On going

9.5 Lorne St. and FPT 26 lot Subdivision Update

Previous Discussion

Doug Walsh informed the group that the Lorne Street FPT is hopeful to have lots developed in the near future. Doug further noted that paving on Slumber Drive is scheduled to begin in the spring

Discussion:

No update

9.6 Public Works Staff Training

Previous Discussion

Doug Walsh reported the following training items for Public Works Staff:

- All 5 individuals passed their Level 1 water distribution and supply exam on February 18th, 2016.
- 7 staff members, along with staff from OCWA will participate in a free training session on water air valves and fittings.
- 4 staff members will be attending the Guelph Road School in May.

Discussion:

Doug Walsh reported the following training items for Public Works Staff:

- 5 staff members participated in the NEO public works session on April 27, 2016
- 4 staff members will be attending the Guelph Road School this coming week
- June 1-2 staff will attend the Association of Roads conference in Sturgeon Falls
- Steve & Doug will be attending Ontario Recycling Workshop in Collingwood on June 14

9.7 Public Works Department Update

Previous Discussion

Doug Walsh noted, in the past week, 8 water line breaks were reported. Public Works employees worked diligently to ensure water was restored to the areas in a timely manner.

Discussion:

Doug Walsh provided the committee with a Public Works Department update:

- Public Works staff continue to responded to water breaks
- Graders are working on municipal roads and street sweeping has begun.

9.8 Build Canada Fund

Previous Discussion

The stage 2 application was submitted by the City. The province will review and funding announcements are to be received in mid-April 2016.

Discussion:

A report was received in late April from the province. Funding details are expected to be released mid-May.

9.9 Traffic Detours

Previous Discussion:

No update

Discussion:

Traffic Detours are expected during the summer months once road work begins.

9.10 Full Solid Waste Management Program

Previous Discussion

Christopher Oslund reported that the agreement with Cobalt is ongoing and will be sent in the near future.

The Director of Public Works and the Technical & Environmental Compliance Coordinator will be attending a CIF/AMO outreach session in North Bay.

Steve Burnett reported that flyers dealing with residue in recycling will be distributed to local residents in relation to the CIF funded program.

Discussion:

Chris Oslund is working on an agreement. The Agreement will be sent to Cobalt for review in the near future.

Staff could not attend the recent CIF/AMO outreach session due to weather conditions.

Staff will be at the upcoming lifestyles show to distribute the residue in recycling flyers.

9.11 Drainage issues - Peter's Road

Previous Discussion:

No update

Discussion:

No update

9.12 Dymond Looping Project

Previous Discussion:

The Dymond restoration will soon be underway. A change order will be issued in relation to a pressure reducing valve in the Dymond Looping Project.

Steve Burnett sent a draft cost sharing agreement to the school board. The City is waiting to receive a response from the school. The St-Michel Project cannot start, until the cost sharing agreement is in place.

Discussion:

Steve updated the Committee with regards to the Dymond Looping Project. Work is ongoing, a pressure reducing valve was installed yesterday. The valve will maintain a consistent pressure.

Steve is waiting to hear from St-Michel regarding the cost sharing agreement.

9.13 Development – Groom Drive

Previous Discussion:

No update

Discussion:

No update

9.14 Closed Roads

Previous Discussion:

No update.

Discussion:

No update.

9.15 Storm Sewer – Smallmans Drugstore

Previous Discussion:

No update. City staff will follow up with the new owner.

Discussion:

No update.

9.16 New Rail Grade Crossing Regulations

Previous Discussion:

The City is waiting on more information from ONR. An email follow up will be sent out.

Discussion:

The City has been in contact with a representative from ONR, once the City gets indication regarding the rail grade crossing regulations, the City will proceed with the required work.

Doug noted that the City received an invoice from ONR for snow removal around railway crossings. Doug Walsh will follow up as the City has always been contacted to remove the snow.

9.17 Sharing of Engineer Services (Temagami)

Previous Discussion:

Christopher Oslund will draft an agreement letter and send to Temagami.

Discussion:

No update.

9.18 100 Market Street

Previous Discussion:

Public Works have moved the snow banks further away from the Market Street entrance. Measures will be put in place to ensure the bus stop is visible in the winter months.

Discussion:

New bus signs will be installed.

9.19 Old Roads – North Cobalt

Previous Discussion:

Ongoing

Discussion:

No update.

9.20 Water Meters

Previous Discussion:

In recent weeks, the Corporate Services Committee provided direction to staff to move forward on pricing water meterage systems for industrial/high usage buildings. Steve Burnett met with a well-known distributor and informed the committee that in order to get an accurate cost of the system, a survey is needed.

Discussion:

Steve Burnett has been in contact with Neptune. Neptune will supply a quote based on the scope of work. The quote will be presented at the next Corporate Services Committee meeting.

9.21 Letter from Extendicare

Previous Discussion:

A letter was received from Extendicare concerning parking and ticketing in the area. City staff will look at options with Extendicare to address the concerns.

Discussion:

Doug Walsh and Christopher Oslund recently met with Administrative personal from Extendicare to discuss the concerns.

10.0 NEW BUSINESS

10.1 Parking Mary Street

Discussion:

Concerns were brought forward regarding Parking on Mary Street. The parking is currently on the East side however for safety reasons the Committee suggests parking be moved to the West side of the street. The Committee will review and discuss at the next Committee meeting.

10.2 Electronic Recycling Depot Event - Insurance

Discussion:

Staff is looking for a recommendation from Committee to approve the extension of the City's insurance to cover the Temiskaming Community Choir, Electronic Recycling event.

Recommendation PW-2016-023

Moved by: Councillor Patricia Hewitt

Be it resolved that:

The Public Works Committee hereby approves the extension of the City's insurance policy to cover the Electronic Recycling depot event on June 4th, 2016. The Committee further requests additional volunteers be present to assist with traffic control for the event.

Carried

10.3 STATO Trail

Discussion:

The Committee discussed the upcoming work on the STATO trail.

10.4 Water Works System Use

Discussion:

The Committee reviewed the first draft of the Water Works System Use By-Law.

Recommendation PW-2016-024

Moved by: Councillor Patricia Hewitt

Be it resolved that:

The Public Works Committee has reviewed and requests that the draft Water Works System Use By-Law be presented at the next regular council meeting on May 17th, 2016.

11.0 ADMINISTRATIVE REPORTS

- PW-024-2016 – Tender Award – Supply, Mix and Stockpile Winter Sand
- PW-025-2016 – Tender Award - Granular M
- PW-026-2016 – Bi-annual Bridge Inspections/Roof Inspections
- PW-027-2016 - Water Works System Use By-law
- Memo 010-2016-PW - Contract Change Order – Emergency Water Distribution System Linking

12.0 NEXT MEETING

The next meeting of the Public Works Committee is scheduled for May 26th, 2016 in the New Liskeard Board Room (325 Farr Drive – City Hall) to commence at 9 a.m.

13.0 ADJOURNMENT

Recommendation PW-2016-025

Moved by:

Be it resolved that:

The Public Works Committee meeting is adjourned at 11:29 a.m.

Carried

THE CITY OF TEMISKAMING SHORES JANUARY - DECEMBER 2015 YEAR-TO-DATE OPERATIONS FINANCIAL REPORT

Distribution List

Mayor and Council

Chris Oslund, City Manager

Tim Uttley, Fire Chief

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Tammie Caldwell, Director of Leisure Services

Kelly Conlin, Director of Corporate Services (A)

Finance Department Contact:
Laura-Lee MacLeod, Treasurer

10-May-16

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 - 2.2 General Operations By Cost Centre Revenues
 - 2.3 General Operations By Cost Centre Expenditures
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1.0 EXECUTIVE SUMMARY

1.1 Overview Total City Net unfavourable position of (\$227.1K).

General operations has a net favourable position of \$28.0K. Environmental operations has a net unfavourable position of (\$255.1).

1.2 Bank Balance \$821.4K

The current bank balance as at December 31, 2015 is \$821.4K.

1.3 Debt Outstanding \$4,519.5K

The City's outstanding debt is in the form of Ontario Strategic Infrastructure Financing Authority (OSIFA) debentures (\$353.9K), CMHC Municipal Infrastructure Lending Program (\$1,763.2K) and on OILC Infrastructure Ontario Lending Program (\$402.4K). Short-term demand load Scotiabank (\$2,000.0K).

1.4 Investments

The City of Temiskaming Shores has \$2,000.0K invested with BNS in a GIC program with both short and long term investment opportunities.

1.5 Federal Gas Tax Funds \$390.1K

The balance as at December 31, 2015 was \$390.1K.

SUMMARY - OPERATIONS (General & Environmental)
Revenues and Expenditures
as at December 2015

	2015	2015 YTD			
	Total Budget	Actual	Budget	Variance B/(W)	% Change
GENERAL OPERATIONS					
Revenues	20,154.1	20,568.5	20,154.1	414.4	2.1%
Expenditures	19,110.4	19,496.8	19,110.4	(386.4)	-2.0%
Transfer to Capital	1,043.7	1,071.7	1,043.7	28.0	2.7%

	2015	2015 YTD			
	Total Budget	Actual	Budget	Variance B/(W)	% Change
ENVIROMENTAL OPERATIONS					
Revenues	3,904.5	3,910.6	3,904.5	6.1	0.2%
Expenditures	3,205.3	3,466.5	3,205.3	(261.2)	-8.1%
Transfer to Capital	699.2	444.1	699.2	(255.1)	-36.5%

	2015	2015 YTD			
	Total Budget	Actual	Budget	Variance B/(W)	% Change
TOTAL BUDGET OPERATIONS					
Revenues	24,058.6	24,479.1	24,058.6	420.5	1.7%
Expenditures	22,315.7	22,963.3	22,315.7	(647.6)	-2.9%
Transfer to Capital	1,742.9	1,515.8	1,742.9	(227.1)	-13.0%

NOTE: The January - December quarterly financial report is prepared comparing the YTD actuals to the final budget By-law 2015-073 passed on April 7, 2015.

2.0 General & Environmental Operations Revenue and Expenditures Summary

2.1 Analysis

This report is a preliminary/unaudited financial report based on draft year-end entries.

General Operations

Revenues:

The 2015 Revenues exceeded our Budget Targets by \$414.4K in General Operations. The following is an analysis of variances +/- \$50.0K:

Community Growth & Planning:

CGP was \$164.7K higher in its anticipated revenues in 2015 due mainly to land sales.

\$256.5	Land Sales
(\$ 76.2)	Provincial Funding*
(\$ 15.6)	Building/Planning Fees
<u>\$164.7</u>	

* The claim for the Cultural Plan funding has not been finalized and will impact the final credited statements.

Expenditures:

The 2015 Expenditures were exceeded by \$386.4K in General Operations. The following is an analysis of variances +/- \$50.0K:

City Manager:

The City Manager Budget was overspent by \$133.6K in 2015 due to the following budget lines exceeding expectations:

(\$ 84.0)	Negotiations
(\$ 17.6)	Legal
(\$ 32.0)	HR
<u>(\$133.6)</u>	

Taxation:

The Taxation Budget was unfavourable by \$62.9K due to a large commercial MPAC write-off as a result of an ARB decision. The Auditor has not completed the Municipal Tax Write-offs for 2015 which may impact the final audited statements.

(\$82.9)	MPAC Adjustment
<u>\$20.0</u>	Municipal Tax Write-Off
<u>(\$62.9)</u>	

Planning:

The Planning Department Budget was unfavourable by \$193.3K due to increased transfers to reserve for land sales occurring in 2015. The Planning Department also saw an adjustment due to payroll reductions in 2015 and other operating savings.

(\$256.5)	Land Sales Transfer
\$ 49.4	Payroll Savings
<u>\$ 13.8</u>	Operational Savings
<u>(\$193.3)</u>	

Public Works - Transportation:

The Public Works Transportation Budget was overspent by \$98.1K in 2015 due to the following budget lines exceeding expectations:

(\$30.7)	Transit
(\$22.0)	Wages (Overtime/Contract)
(\$ 4.9)	Administration
(\$74.0)	Traffic Lights*
(\$35.0)	Winter Control**
\$20.7	Road Maintenance
<u>\$48.8</u>	Storm Sewers
<u>(\$98.1)</u>	

* Hydro Costs were up 23% over budget (\$215.0 budget/\$265.0 actual). ONR control up \$11.0 over budget.

** Salt and Sand commodity prices and required quantities resulted in higher than anticipated costs.

Property Maintenance:

The Property Maintenance Department Budget was underspent by \$56.4K due to lower than anticipated service contracts, materials and supplies as well as Ops Projects that were deferred.

Environmental

Revenues:

The Environmental Services Revenues were higher than anticipated by \$6.1K.

Expenditures:

The Environmental Services Expenditures were overspent by \$261.2K which resulted in less revenue being transferred to Environmental Capital.

The main drivers were Fleet Costs (\$64.0K over budget), Sewer Breaks (\$21.5K over budget), Hydro (\$159.4K over budget - 34.7% increase - \$460.0K budget/\$619.4 actual), Water Breaks (\$158.7K over budget), Operating Projects were underspent by \$113.4K.

GENERAL OPERATIONS BY COST CENTRE
Revenues
as at December 2015

		2015	2015 YTD			
		Total Budget	Actual	Budget	Variance B/(W)	% Change
Revenues:						
Governance:	FEMS	69.3	61.3	69.3	(8.0)	-11.5%
	Policing	18.9	48.5	18.9	29.6	156.6%
Corporate Services:	Corporate Services	180.0	194.2	180.0	14.2	7.9%
	Municipal Clerk	42.7	41.0	42.7	(1.7)	-4.0%
	Cemeteries	78.3	91.0	78.3	12.7	16.2%
	Finance	4,208.2	4,190.8	4,208.2	(17.4)	-0.4%
	General Taxation	12,649.6	12,704.0	12,649.6	54.4	0.4%
Comm Growth/Plng:	P&DS	319.7	484.4	319.7	164.7	51.5%
	Economic Development	489.0	524.3	489.0	35.3	7.2%
Public Works:	Transportation	371.9	420.6	371.9	48.7	13.1%
	Solid Waste Management	470.7	501.8	470.7	31.1	6.6%
Leisure Services:	Parks	178.9	191.9	178.9	13.0	7.3%
	Programs	194.8	190.5	194.8	(4.3)	-2.2%
	Facilities	509.7	504.8	509.7	(4.9)	-1.0%
Property Mntce:	Property Maintenance	64.3	55.3	64.3	(9.0)	-14.0%
	Buildings & Yards	171.5	182.8	171.5	11.3	6.6%
Fleet:		62.5	96.4	62.5	33.9	0.0%
Libraries:		74.1	84.9	74.1	10.8	14.6%
Total Revenues		20,154.1	20,568.5	20,154.1	414.4	2.1%

2.3

GENERAL OPERATIONS BY COST CENTRE
Expenditures
as at December 2015

		2015	2015 YTD			
		Total Budget	Actual	Budget	Variance B/(W)	% Change
Expenditures						
Council:		140.0	136.0	140.0	4.0	2.9%
Governance:	City Manager's Office	314.0	447.6	314.0	(133.6)	-42.5%
	FEMS	593.7	556.3	593.7	37.4	6.3%
Health & SS:	Health	445.1	438.7	445.1	6.4	1.4%
	Social Services	2,314.0	2,314.0	2,314.0	0.0	0.0%
Policing:	Police Service Board	8.3	8.9	8.3	(0.6)	-7.2%
	OPP	2,308.1	2,340.0	2,308.1	(31.9)	-1.4%
Corporate Services:	Corporate Services	1,545.3	1,572.0	1,545.3	(26.7)	-1.7%
	Municipal Clerk's Office	252.6	239.8	252.6	12.8	5.1%
	Cemeteries	94.1	91.0	94.1	3.1	3.3%
	Finance	760.9	768.7	760.9	(7.8)	-1.0%
	General Taxation	192.3	255.2	192.3	(62.9)	-32.7%
Comm Growth/Plng:	Economic Development	818.7	832.4	818.7	(13.7)	-1.7%
	P&DS	788.7	982.0	788.7	(193.3)	-24.5%
Public Works:	Transportation	3,074.6	3,172.7	3,074.6	(98.1)	-3.2%
	Solid Waste Management	1,383.4	1,352.3	1,383.4	31.1	2.2%
	Property Maintenance	653.2	596.8	653.2	56.4	8.6%
	Buildings & Yards	243.3	232.2	243.3	11.1	4.6%
	Fleet	574.3	535.1	574.3	39.2	6.8%
Leisure Services:	Parks	1,557.3	1,547.7	1,557.3	9.6	0.6%
	Programs	49.5	31.1	49.5	18.4	37.2%
	Facilities	559.2	596.2	559.2	(37.0)	-6.6%
Libraries:		439.8	450.1	439.8	(10.3)	-2.3%
Total Expenditures		19,110.4	19,496.8	19,110.4	(386.4)	-2.0%

ENVIRONMENTAL OPERATIONS
Revenues and Expenditures
as at December 2015

	2015	2015 YTD			
	Total Budget	Actual	Budget	Variance B/(W)	% Change
Revenues					
User Fees	3,904.5	3,910.6	3,904.5	6.1	0.2%
Total Revenues	3,904.5	3,910.6	3,904.5	6.1	0.2%
Expenditures					
Financing	254.9	254.9	254.9	0.0	0.0%
Administration	719.7	785.9	719.7	(66.2)	-9.2%
Sanitary Sewer Systems	667.2	697.5	667.2	(30.3)	-4.5%
Waterworks System	1,141.5	1,200.7	1,141.5	(59.2)	-5.2%
Buildings & Yards	422.0	527.5	422.0	(105.5)	-25.0%
Total Expenditures	3,205.3	3,466.5	3,205.3	(261.2)	-8.1%
Net Expenditures	699.2	444.1	699.2	(255.1)	-36.5%

**GENERAL OPERATING PROJECTS
as at December 2015**

		2015	2015 YTD		Budget Remaining
		Total Budget	Actual	Budget	
Expenditures					
Public Works:	Culverts	100.0	72.2	100.0	27.8
CG&P:	Official Plan	12.0	3.3	12.0	8.7
	Housing Needs Analysis	2.1	1.9	2.1	0.2
	Cultural Plan	100.5	95.1	100.5	5.4
	PDAC/Northern Ontario Exhibit	415.0	488.2	415.0	(73.2)
	Economic Strategic Plan	50.0	0.0	50.0	50.0
Corp Services:	Shredding Municipal Documents	0.0	3.7	0.0	(3.7)
	Computer Hardware/Software	35.0	34.9	35.0	0.1
Leisure Services:	NL Arena Tables	1.5	1.3	1.5	0.2
	Small Riding Tractor	1.5	1.3	1.5	0.2
	Hockey Nets	3.0	2.1	3.0	0.9
	Downtown Benches (2)	2.4	2.8	2.4	(0.4)
	Garbage Receptacle Replacement (20)	15.0	17.7	15.0	(2.7)
	Park Signage (7)	8.4	4.8	8.4	3.6
	Ignite Ontario Program	10.0	4.8	10.0	5.2
	Ball Field Lights (Relamp)	15.0	16.0	15.0	(1.0)
	Cubicles PFC	7.0	4.8	7.0	2.2
	Christmas Light Replacements (LED)	10.0	12.2	10.0	(2.2)
	TD Green Streets (tree replacement)	30.0	13.0	30.0	17.0
Property Mntce:	Various Building Projects	157.5	148.4	157.5	9.1
	Municipal Energy Plan	53.0	38.2	53.0	14.8
Total Expenditures		1,028.9	966.7	1,028.9	62.2

**ENVIRONMENTAL OPERATING PROJECTS
as at December 2015**

		2015	2015 YTD		Budget Remaining
		Total Budget	Actual	Budget	
Expenditures					
Sewer System:	Equipment & Facilities	254.3	272.9	254.3	(18.6)
Water System:	Equipment & Facilities	254.3	122.3	254.3	132.0
Total Expenditures		508.6	395.2	508.6	113.4
Total Variance Created by Operating Projects:					
		1,537.5	1,361.9	1,537.5	175.6

THE CITY OF TEMISKAMING SHORES JANUARY - DECEMBER 2015 YEAR-TO-DATE CAPITAL FINANCIAL REPORT

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10-May-16

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SUMMARY - CAPITAL
Revenues and Expenditures
as at December 2015

	2015 Total Budget	Actual	2015 YTD		% Change
			Total Budget	Variance B/(W)	
CAPITAL Revenues					
Capital - General	7,498.3	5,980.1	7,498.3	(1,518.2)	-20.2%
Capital - Environmental	6,851.0	4,843.1	6,851.0	(2,007.9)	-29.3%
Total Revenues	14,349.3	10,823.2	14,349.3	(3,526.1)	-24.6%
Expenditures					
Capital - General	7,498.3	5,980.1	7,498.3	1,518.2	20.2%
Capital - Environmental	6,851.0	4,843.1	6,851.0	2,007.9	29.3%
Total Expenditures	14,349.3	10,823.2	14,349.3	3,526.1	24.6%

NOTE: The January - December monthly capital financial report is prepared comparing the YTD actuals to the final budget By-law 2015-073 passed on April 7, 2015.

2.0 General Capital Summary

2.1 Analysis

The City of Temiskaming Shores 2015 Capital projects for both general and environmental is \$14,349.3K. The capital program is composed of \$7,498.3K of general capital and \$6,851.0K of environmental capital.

The 2015 Capital project budget consists of 44 projects, 34 in general and 10 in environmental.

This report is a preliminary/unaudited financial report based on draft year-end entries.

General Capital Projects:

Of the \$7,498.3K worth of General Capital Projects budgeted in 2015 the City completed \$5,980.1K worth of work. The projects were funded as follows:

\$1,071.7	Transfer from Operations
\$ 124.1	Reserves
\$2,856.5	Provincial/Federal Funding Programs
\$1,927.7	Borrowing/Financing

27 General Capital Projects were completed in 2015 and 5 projects were either deferred or partially carried-over to 2016 and 2 were cancelled:

\$150.0	LED Streetlights
\$ 50.0	NL Landfill Expansion
\$160.0	STATO (deferred)
\$509.6	Waterfront Project (carry-over)
\$ 7.0	Bus Shelter (cancelled)
<hr/>	
\$876.6	

Cancelled:

New Liskeard Community Hall Engineering
Haileybury Arena Engineering

Projects that were completed came in under budget by \$641.6K.

Below is an explanation of projects that impacted the budget vs actual variance:

1. Transit
Council approved the purchase of 1 new transit bus in 2015. The Committee recommended the purchase of 2 buses to ensure efficient operations and address capacity issues. As a result, the Bus Shelter expenditures (\$7.0K) were deferred and the budget was exceeded by \$277.1K.
2. STATO
Due to the availability of potential funding, the STATO project budget for 2015 of \$160.0K was deferred to 2016.
3. Waterfront Development Project
The Waterfront Development Project was under budget by \$509.6K. The Farmer's Market project of \$350.0K was deferred. The balance of the variance (\$159.6K) was due to projects coming in under budget. These funds will be used in 2016 to complete walkway repairs and slide upgrades at the Haileybury Beach.
4. Dymond Industrial Park

The D.I.P. came in under budget by \$560.8K. The original estimates from the MTO for the turning lane project were higher than actual tendered costs. As the project was being self-financed by the City, this results in the requirement to self-finance to be significantly less than anticipated.

The Site Certification Program (\$100.0K) was deferred to 2016.

5. LED Streetlight Program

The project has come in under budget by approximately \$215.0K. The balance of the work (\$150.0K) was carried over to 2016. The funding that was budgeted in 2015 is not anticipated until 2016 and has been budgeted accordingly.

Environmental Capital Projects:

Of the \$6,851.0K budgeted for Environmental Capital work, \$4,843.1K was completed .

8 projects were completed and came in underbudget by \$12.5K 1 project was cancelled and 1 is a carry-over to 2016 totalling \$1,995.4K.

\$1,873.5 Gray Road
\$ 121.9 Beach Gardens

The main impact to the Budget was the deferral of the Gray Road Lift Station Project as the City's application under the Build Canada Fund was unsuccessful.

Additionally, the City was advised by the Beach Garden Condo Developer that their project would not be proceeding. Some of these funds were reallocated to other emergency projects.

The New Liskeard/Dymond water looping/infrastructure upgrades was a multi-year phased project. There is still work anticipated and budgeted in 2016. The City completed the 1st phast in 2015 within the approved budget.

GENERAL CAPITAL
Revenues & Expenditures
as at December 2015

		2015							
Department	Project	Total Budget	Actual	Budget	Variance B/(W)	%	G	Y	R
REVENUES:	Transfer from Operations	1,043.6	1,071.7	1,043.6	28.1				
	Transfer from Reserves	405.3	124.3	405.3	(281.0)				
	Accessibility Funding	50.0	50.0	50.0	0.0				
	Financing	113.2	137.6	113.2	24.4				
	Self-Financing	2,037.4	1,790.1	2,037.4	(247.3)				
	Canadian Solar Partnership	13.6		13.6	(13.6)				
	Lighting Incentive Program	94.0		94.0	(94.0)				
	Federal Gas Tax	1,071.6	1,006.4	1,071.6	(65.2)				
	Provincial Gas Tax	357.0	262.7	357.0	(94.3)				
	Dymond Industrial Park Funding	443.5	286.9	443.5	(156.6)				
	Uno Park Bridge Funding	75.7	75.7	75.7	0.0				
	STATO Partnership	160.0		160.0	(160.0)				
	Waterfront Development Funding	1,633.4	1,174.7	1,633.4	(458.7)				
Total Revenues		7,498.3	5,980.1	7,498.3	(1,518.2)				
EXPENDITURES:									
Corporate Services:	Capital Contingency Fund	48.7	0.0	48.7	48.7				
	Computer Hardware	62.6	62.6	62.6	0.0	100%	x		
Property Mtnce:	NL Community Hall Heating Upgrades	20.0	20.2	20.0	-0.2	100%	x		
	NL Community Hall Engineering	0.0	0.0	0.0	0.0	0%			x
	Pool Dehumidification Upgrades	32.1	32.1	32.1	0.0	100%	x		
	Hlby Station Review/Design	15.0	16.1	15.0	-1.1	100%	x		
	Roofs (Dym Comm Hall/Hlby Lib)	133.0	125.7	133.0	7.3	100%	x		
	Haileybury Arena Roof Replacement	100.7	100.6	100.7	0.1	100%	x		
	Haileybury Arena Entrance Engineering	0.0	0.0	0.0	0.0	0%			x
	PFC Accessible Entrance Upgrades	121.1	116.3	121.1	4.8	100%	x		
	PW#1 Bldg Energy Upgrades	60.0	45.9	60.0	14.1	100%	x		
	NL Library Stabilization	7.5	7.5	7.5	0.0	100%	x		
FEMS:	Live Fire Training Facility	2.4	3.3	2.4	-0.9	100%	x		
	Firefighting Equipment	27.0	26.5	27.0	0.5	100%	x		
Public Works:	Dymond Industrial Park	1,699.8	1,139.0	1,699.8	560.8	100%	x		
	2015 Road Program	1,071.6	1,006.4	1,071.6	65.2	100%	x		
	Uno Park Bridge	206.8	206.8	206.8	0.0	100%	x		
	Street Light Upgrades	810.0	444.9	810.0	365.1	60%	x		
	Municipal Data Works System	25.0	22.2	25.0	2.8	100%	x		
	182 Pine Street West Emergency Repair	63.8	63.8	63.8	0.0	100%	x		
Solid Waste:	Landfill Site Expansion	200.0	157.1	200.0	42.9	75%	x		
Transit:	Bus Shelters	7.0	0.0	7.0	7.0	0%			x
	Transit Buses	478.7	755.8	478.7	-277.1	100%	x		
Fleet:	Loader (annual capital lease payments)	36.4	36.2	36.4	0.2	100%	x		
	Pumper (annual capital lease payments)	52.8	45.7	52.8	7.1	100%	x		
	Sanders	24.0	28.6	24.0	-4.6	100%	x		
	Pick Up Crew Cab	35.0	30.8	35.0	4.2	100%	x		
	Pick Up	27.1	27.1	27.1	0.0	100%	x		
Leisure Services:	Pete's Dam Bridge	112.0	111.9	112.0	0.1	100%	x		
	PFC Weight Room Floor	18.9	18.9	18.9	0.0	100%	x		
	STATO Project	160.0	0.0	160.0	160.0	0%			x
	Dymond Kinsmen Park	8.0	6.4	8.0	1.6	100%	x		
	Floor Machine	5.6	5.6	5.6	0.0	100%	x		
	Hlby Beach Mushroom	10.8	10.8	10.8	0.0	100%	x		
	Waterfront Development	1,814.9	1,305.3	1,814.9	509.6		x		
Total Expenditures		7,498.3	5,980.1	7,498.3	1,518.2				

2.3

**DYMOND INDUSTRIAL PARK
as at December 2015**

Prior Year (2005 - 2014)

Year	Cost to Date	Funding	PPP	Federal Gas Tax	Land Sales	City Funded	Unfinanced
2014	6,200.1	3,584.8	139.9	1,231.0	572.4	389.6	282.4

Project	YTD		2015 Variance
	Actual	Budget	B/(W)
Hwy 11/Radley Road Turning Lane	146.8	610.8	464.0
Rockley Road Design	32.8	34.9	2.1
Rockley Road Construction	695.3	731.0	35.7
Storm Water Management Pond	264.1	223.1	-41.0
Certified Site Program	0.0	100.0	100.0
	1,139.0	1,699.8	560.8

2.4

**WATERFRONT DEVELOPMENT PROJECT
as at December 2015**

Project	Total Budget	2014 Actual	2015		Variance B/(W)	%	2015		
			YTD Actual	Budget			G	Y	R
Waterfront Stabilization & Beautification	679.0	0.0	544.2	679.0	134.8	100%	X		
Boardwalk Demolition and Replacement	357.8	323.2	34.6	34.6	0.0	100%	X		
Boardwalk Lighting Upgrades	13.3	0.0	13.3	13.3	0.0	100%	X		
Accessible Landscaping	260.0	0.0	246.6	260.0	13.4	100%	X		
Farmer's Market	350.0	0.0	0.0	350.0	350.0				
Spurline Building Renovations	31.7	11.7	19.9	20.0	0.1	100%	X		
Bucke Park Water and Septic Upgrades	96.7	13.3	77.3	83.4	6.1	100%	X		
Professional Services (Engineering)	74.7	7.7	61.7	67.0	5.3	80%	X		
Marina Refurbishment and Electrical Upgrades	358.8	51.2	307.6	307.6	0.0	100%	X		
2,222.0	407.1	1,305.2	1,814.9	509.7					

Project Summary:

- Waterfront Stabilization:
 - Pedersen Construction awarded contract for the Haileybury Service Marina, By-law 2015-071, work at Haileybury North Marina and Gabion baskets at Montgomery Street
 - Pedersen Construction awarded contract for Shoreline Stabilization at south marina. Work has been completed.

- Boardwalk Demolition and Replacement:
 - entire boardwalk was replaced in 2014
 - six (6) fingers extending the length of the boardwalk were added to the project and have been completed
 - lighting upgrades have been completed

- Accessible Landscaping:
 - Harbourfront, Camsell, Algonquin Beach and Mini-Putt Park had the new accessible rubberized surface installed

- Farmer's Market:
 - awaiting site selection

- Spurline Building Renovations:
 - renovations to the washrooms have been completed
 - upgrades to the kitchen have been completed and include new appliances and venting upgrades

- Bucke Park Water and Septic Upgrades:
 - well has been drilled but there were issues with the water samples
 - water system with arsenic removal system is installed and working well
 - due to MOE requirements to obtain an Environmental Compliance approval, it is not feasible to pursue the sewer component at this time

- Professional Services (Engineering):
 - engineering services for the marina & electrical upgrades has been completed
 - engineering services for the waterfront stabilization is ongoing

- Marina Refurbishment and Electrical Upgrades:
 - project completed which included new docks, electrical upgrades and a swipe card system at both marinas

2.5

ENVIRONMENTAL CAPITAL
Revenues & Expenditures
as at December 2015
(\$K)

	2015				%	G Y R		
	Total Budget	Actual	Budget	Variance B/(W)				
REVENUES:								
Transfer from Operations	699.1	444.1	699.1	(255.0)				
Public/Private Partnership	124.9	5.0	124.9	(119.9)				
Funding - Looping Project	1,199.5	2,302.0	1,199.5	1,102.5				
Funding - Gray Road Project	2,697.8	2,697.8	2,697.8	(2,697.8)				
Transfer from Reserves	2,129.7	2,092.0	2,129.7	(37.7)				
Total Revenues	6,851.0	4,843.1	6,851.0	(2,007.9)				
EXPENDITURES:								
Gray Road Lift Station	1,929.4	55.9	1,929.4	1,873.5	10.0%		x	
Beach Garden Trunk Sanitary	126.9	5.0	126.9	121.9				x
NL Water Supply-Dymond Link	3,870.1	3,878.0	3,870.1	(7.9)	80.0%	x		
Communication Upgrades NL/Dym	407.5	389.6	407.5	17.9	100.0%	x		
Vehicle Replacements	94.5	94.5	94.5	0.0	100.0%	x		
Rebecca Street Emergency Repairs	105.2	105.2	105.2	0.0	100.0%	x		
NL Reservoir Pump Upgrades	9.0	9.0	9.0	0.0	100.0%	x		
McDonough Heights Emergency Repairs	80.5	80.5	80.5	0.0	100.0%	x		
Lakeshore Road Emergency Repair	59.5	57.0	59.5	2.5	100.0%	x		
Hlby WTP Roof Replacement	168.4	168.4	168.4	0.0	100.0%	x		
Total Expenditures	6,851.0	4,843.1	6,851.0	2,007.9				

2.6

**INTEGRATION OF NEW LISKEARD & DYMOND SYSTEMS
as at December 2015**

Project	Total Budget	2014 Actual	2015		Variance B/(W)	%	G	Y	R
			YTD Actual	Budget					
Emergency Water Distribution Armstrong/Hwy 65E	3,870.1	62.8	1,986.2	3,870.1	1,883.9	25%	X		
			1,891.8		-1,891.8		X		
	3,870.1	62.8	3,878.0	3,870.1	-7.9				

The project has an overall budget of \$2,171,030 for the project which will span 2014 - 2016.

\$100,000 was budgeted in 2014 for engineering to which a total of \$62,831.36 was expended.

The City was successful in receiving funding under the Ontario Community Infrastructure Fund in the amount of \$1,520,000, 73.38% of the estimated project expenses of \$2,071,300.

The City has received \$1,140,000 from OCIF based on achievement of Milestones 1 and 2.

The contract for the linking of the New Liskeard and Dymond water system was awarded to Pedersen Construction on June 16, 2015. The contract administration was awarded to exp Services on July 7, 2015.

Pedersen is currently installing the new water mains and upgrading the facilities. Work is anticipated to be completed in 2016.

Payment certificates up to December 31, 2015 have been received and paid.

THE CITY OF TEMISKAMING SHORES JANUARY - APRIL 2016 YEAR-TO-DATE CAPITAL FINANCIAL REPORT

Distribution List

Mayor and Council

Chris Oslund, City Manager

Tim Uttley, Fire Chief

Dave Treen, Municipal Clerk

Doug Walsh, Director of Public Works

Tammie Caldwell, Director of Leisure Services

Kelly Conlin, Director of Corporate Services (A)

Finance Department Contact:
Laura-Lee MacLeod, Treasurer

10-May-16

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- 2.0 Capital Summary
 - 2.1 Analysis - Capital Projects
 - 2.2 General Capital Revenues & Expenditures
 - 2.3 Waterfront Development Project
 - 2.5 Environmental Capital Revenues & Expenditures

SUMMARY - CAPITAL
Revenues and Expenditures
as at April 2016

	2016 YTD			
	Actual	Total Budget	Variance B/(W)	% Change
CAPITAL				
Revenues				
Capital - General	135.0	4,048.8	(3,913.8)	-96.7%
Capital - Environmental	1,203.1	6,187.7	(4,984.6)	-80.6%
Total Revenues	1,338.1	10,236.5	(8,898.4)	-86.9%
Expenditures				
Capital - General	453.9	4,048.8	3,594.9	88.8%
Capital - Environmental	114.3	6,187.7	6,073.4	98.2%
Total Expenditures	568.2	10,236.5	9,668.3	94.4%
Net Position Capital	769.9	0.0	(769.9)	#DIV/0!

NOTE: The January - December monthly capital financial report is prepared comparing the YTD actuals to the final budget By-law 2016-055 passed on April 19, 2016.

2.0 Capital Summary

2.1 Analysis

The City of Temiskaming Shores 2016 Capital projects for both general and environmental is \$10,650.4K. The capital program is comprised of \$3,779.7K of general capital and \$6,870.7K of environmental capital.

The 2016 Capital project budget consists of 34 projects, 25 in general and 9 in environmental.

General Capital Projects:

3 projects have been completed and 24 are currently in progress.

The Riverside Roof Replacement (south side) was added as an additional project to the general budget envelope as the north side is being replaced as part of an insurance claim.

Environmental Capital Projects:

7 projects are underway.

GENERAL CAPITAL
Revenues & Expenditures
as at April 2016

Department	Project	2016		Variance B/(W)	%	G	Y	R
		Actual	Budget					
REVENUES:	Transfer from Operations		723.2	(723.2)				
	Transfer from Reserves		135.0	(135.0)				
	Financing (external)		795.0	(795.0)				
	Financing (internal)		325.0	(325.0)				
	Canada 150 Funding		50.0	(50.0)				
	Lighting Incentive Program		60.0	(60.0)				
	Federal Gas Tax		935.5	(935.5)				
	Provincial Gas Tax		90.0	(90.0)				
	Trillium Funding	135.0	150.0	(15.0)				
	OMCIP Funding		162.5	(162.5)				
	STATO Partnership		64.8	(64.8)				
	Provincial Funding Ec Dev Strategic Plan		50.0	(50.0)				
	Waterfront Development Funding (P&F)		507.8	(507.8)				
Total Revenues		135.0	4,048.8	(3,913.8)				
EXPENDITURES:								
Corporate Services:	Capital Contingency Fund	0.0	75.8	75.8				
Property Mtnce:	City Hall Energy Upgrades	3.4	20.0	16.6	50%	X		
	Hlby Arena Upgrades	7.4	15.0	7.6	100%	X		
	NL Library Stabilization	0.0	115.0	115.0		X		
	NL Fire Station Repairs (Roof)	0.0	98.0	98.0	50%	X		
	Hlby Medical Centre Flooring Upgrades	0.0	30.0	30.0				
	Hlby Medical Centre Retaining Wall	0.0	100.0	100.0				
	Matabanick Hotel Demolition	282.2	325.0	42.8	100%	X		
	Riverside Place Roof Replacement (south)	0.0	0.0	0.0	25%	X		
Public Works:	DIP Certified Site Program	0.0	100.0	100.0		X		
	2016 Road Program	0.0	745.5	745.5	25%	X		
	Street Light Upgrades	17.3	150.0	132.7	50%	X		
Solid Waste:	Landfill Site Expansion	0.5	60.0	59.5	75%	X		
	Hlby Landfill Postclosure	0.0	25.0	25.0	50%	X		
Transit:	Transit Bus Auto Announcement System	0.4	90.0	89.6	75%	X		
Fleet:	Command/Rescue Truck	0.0	295.0	295.0	75%	X		
	Trackless	0.0	165.0	165.0	75%	X		
	Loader	0.0	185.0	185.0	25%	X		
	Service Van - Bldg Mntce	0.0	60.0	60.0	75%	X		
	Pick-Ups (3)	87.7	90.0	2.3	100%	X		
	Quick Attach Forks for Loader	0.0	6.0	6.0	25%	X		
Leisure Services:	STATO Trail Relocation	0.0	190.0	190.0	25%	X		
	STATO Project	0.0	377.3	377.3	25%	X		
	NL Arena Glycol Pump Replacement	0.0	10.0	10.0	50%	X		
	NL Waterslide Refinishing	0.0	32.0	32.0	25%	X		
	Hlby Arena Condensor	0.0	125.0	125.0	50%	X		
	Waterfront Development	55.0	564.2	509.2		X		
Total Expenditures		453.9	4,048.8	3,519.1				

2.3

**WATERFRONT DEVELOPMENT PROJECT
as at April 2016**

Project	Total Budget	2015 Actual	YTD Actual	2016		Variance B/(W)	%	G	Y	R
				Budget						
Waterfront Stabilization & Beautification	685.1	485.1	55.0	200.0		145.0	25%	x		
Boardwalk Demolition, Replacement & Lighting	371.1	371.1			0.0	0.0				
Accessible Landscaping	260.0	245.8			14.2	14.2		x		
Farmer's Market	350.0	0.0		350.0		350.0				
Spurline Building Renovations	31.7	31.7			0.0	0.0				
Bucke Park Water and Septic Upgrades	90.6	90.6			0.0	0.0				
Professional Services (Engineering)	74.7	74.7			0.0	0.0				
Marina Refurbishment and Electrical Upgrades	358.8	358.8			0.0	0.0				
	2,222.0	1,657.8	55.0	564.2		509.2				

2.4

ENVIRONMENTAL CAPITAL
Revenues & Expenditures
as at April 2016
(\$K)

	2016			%	G Y R		
	Actual	Budget	Variance B/(W)				
REVENUES:							
Transfer from Operations		522.3	(522.3)				
Public/Private Partnership	0.0	100.0	(100.0)				
Borrowing	0.0	1,824.3	(1,824.3)				
Funding - Armstrong Infrastructure Upgrades	0.0	164.1	(164.1)				
Funding - Looping Project	1,203.1	1,282.5	(79.4)				
Funding - Gray Road Project	0.0	2,141.7	(2,141.7)				
Transfer from Reserves	0.0	152.8	(152.8)				
Total Revenues	1,203.1	6,187.7	(4,462.3)				
EXPENDITURES:							
Vacuum/Sucker Truck	0.0	500.0	500.0	75.0%	x		
Pick-Up	0.0	30.0	30.0	75.0%	x		
Dym Reservoir Upgrades	0.0	200.0	200.0	10.0%	x		
Gray Road Lift Station	0.0	3,212.5	3,212.5				
Hlby WTP MCC Replacement	0.0	200.0	200.0	10.0%	x		
NL-Dym Water Supply Linking	111.0	316.9	205.9	90.0%	x		
Comm Upgrades W/WW Facilities (Phase 3)	0.0	300.0	300.0	10.0%	x		
NC Water Integration Project	3.3	1,403.3	1,400.0	15.0%	x		
Clear Well Inspection Robot	0.0	25.0	25.0				
Total Expenditures	114.3	6,187.7	6,073.4				

Memo

To: Mayor and Council
From: Laura-Lee MacLeod, Treasurer
Date: June 7, 2016
Subject: Tax Registration Process
Appendix: Real Tax 2016 Fee Schedule

Mayor and Council:

The Municipal Tax Policy By-law No. 2007-045 outlines the process that the City follows, under the authority of the Municipal Act, 2001, as amended, for dealing with property(s) that are eligible to be registered for tax arrears (three or more years in arrears).

For the most part City staff are able complete the process in house; however occasionally a more complex registration occurs where it is more effective to utilize the services of a 3rd party vendor.

Realtax has been utilized in the past to assist by the former Township of Dymond with tax arrears registrations and is a company well known in the municipal sector. Many of our surrounding municipalities utilize their services for the registration of properties and they present annually at the Zone 8 AMCTO conferences.

Realtax's fee structure is different than the City's fee structure; therefore a resolution of Council will be required to utilize both their services and their fee structure. Under the Municipal Act, 2001, as amended, fees charged during the tax registration process are recoverable by the property owner or through the sale of the property, therefore I want to ensure that the property fees are charged and recovered during the process.

The Treasurer respectfully requests that Council consider the following resolution:

"Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 011-2016-CS;

That Council directs staff to secure the services of Realtax for dealing with complex property tax registrations;

That Council directs staff to apply Realtax's services fees as applicable during the registration of any property forwarded to Realtax for processing."

Prepared by:

Reviewed and approved by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

Laura Lee MacLeod
Treasurer

Kelly Conlin
Director of Corporate Services (A)

Christopher W. Oslund
City Manager



FEE SCHEDULE 2016

(HST must be added on the fees shown below)

ENGAGE PROFESSIONAL SERVICES		\$400
	Engage professional services, advice and communications. Set up file and mirror file. Enter data. Initialize system for tracking documents and statutory deadlines.	
	Notices under the <i>Farm Debt Mediation Act</i>	per notice \$50
TAX REGISTRATION - PART 1		\$385
	Obtain and analyze title search and execution search; prepare report on searches, list of interested parties, tax arrears certificate and file folder	
	Execution searches	\$20
	Copies of executions	\$20
TAX REGISTRATION - PART 2		\$185
	Register tax arrears certificate	
	Register cancellation certificate, tax deed, or notice of vesting when required	
	Update title search	
	Prepare first notices	
	Prepare treasurer's statutory declaration	
	Execution searches	\$20
	Corporate searches, if needed	\$50
	Mail first notices	per notice \$20
TAX REGISTRATION - PART 3		\$185
	Update title search	
	Prepare final notices	
	Mail final notices	per notice \$20
Tax Sale		\$700
	Treasurer's statutory declaration, advertisement, tender packages, tender opening checklist, notices to higher and lower tenderer, tender rejection form, payment into court requisition and statement of facts (if needed).	
	Fee for tax sale does not include cost of advertisements, auctioneer's fees nor the cost of a survey, if needed.	
	Prepare and mail Form 5, if needed	per notice \$20

*Additional fees may apply for complex title searches

*Notices to the U.S.A. are \$10 extra each

Optional Services	
Advertise on OntarioTaxSales.ca	\$675
This fee is fully recoverable, even if properties don't sell	
Payment Out Of Court	\$975
Obtain payment out of court of excess funds (Additional fees may apply in some cases)	

Memo

To: Mayor and Council
From: David B. Treen, Municipal Clerk
Date: June 7, 2016
Subject: Certified Sites Program – Dymond Industrial Park
Attachments: Amending Agreement No. 3 (See By-law No. 2016-108 & 2016-109)

Mayor and Council:

On December 16, 2014 Council adopted By-laws No. 2015-012 (East side) and 2015-013 (West side) being agreements with the Minister of Economic Development, Trade and Employment (MEDTE) for the completion of a Certified Site Program for the lots in the Dymond Industrial Park along the east and west sides of Hawn Drive.

MEDTE has recently submitted Amending Agreements No. 3 (attached) for these by-laws (East side and West side of Hawn Drive) would require the preparation of an amending by-laws to 2015-012 and 2015-013. It has also been indicated that as the Industrial Park is developed, lots sold, the agreement will change with each lot sold.

In order to avoid the necessity of an amending by-law to these by-laws every time a lot is sold, staff is recommended that By-law No. 2015-012 and 2015-013 be amended to include the following provision:

That the Mayor and Clerk of the City of Temiskaming Shores are hereby authorized to execute amendments to this agreement after the passage of this by-law, where Council has requested and/or approved the said amendment through a Resolution of Council.

This provision would permit staff to streamline the administrative process by endorsing the amendments through resolution without the necessity for an amending by-law. However for Amending Agreement No. 3 it is necessary to prepare an amending by-law as the above noted provision would not be in effect until adopted.

Prepared by:

Reviewed and submitted for
Council's consideration by:

“Original signed by”

“Original signed by”

David B. Treen
Municipal Clerk

Christopher W. Oslund
City Manager

Memo

To: Mayor and Council
From: Steve Burnett, Technical and Environmental Compliance Coordinator
Date: June 7, 2016
Subject: Cost Sharing Agreement - CSCDGR
Attachments: **Appendix 01** – Cost Sharing Agreement - CSCDGR

Mayor and Council:

In November of 2014, Staff was approached by representatives from Conseil Scolaire Catholique de District des Grandes Rivieres (CSCDGR) to discuss the City's requirements to construct an addition at Ecole Catholique St. Michel located at 998075 Highway 11North. One requirement in accordance with the Ontario Building Code is that fire suppression would be necessary.

Since that time, many meetings have taken place with CSCDGR, WSP Canada Inc. (the agent of CSCDGR), the City and EXP Services (the agent of the City) to discuss the best approach to meet the flow requirements for the fire suppression system. As a result it was determined that a dedicated water main from the Dymond Reservoir would be necessary. To accommodate this dedicated water main, upgrades to the Dymond Reservoir would be required. A cost sharing agreement was proposed to complete the necessary upgrades at the reservoir.

During the 2016 budget process, the capital project for the Dymond Reservoir upgrades was presented to and approved by Council in the amount of \$200,000 with a cost sharing/partnership of 50%.

It is Staff's recommendation that the City enter into a cost sharing agreement with CSCDGR for the necessary upgrades to the Dymond Reservoir to meet the fire suppression flow requirements.

Appendix 01 outlines the agreement which includes a detailed cost estimate totalling \$199,000 which was prepared by EXP. As stated within the agreement, the City would be responsible to cover 50% of the cost up to a maximum of \$100,000.

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

AGREEMENT

THIS AGREEMENT is made this day of June, 2016

BETWEEN:

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

325 Farr Drive, Box 2050, Haileybury, Ontario P0J 1K0
(hereinafter referred to as the “City”)

OF THE FIRST PART

-and-

Conseil Scolaire Catholique de District des Grandes Rivières

896 Riverside Drive, Timmins, ON P4N 3W2
(hereinafter referred to as “CSCDGR”)

OF THE SECOND PART

WITNESS THAT:

WHEREAS CSCDGR has submitted a Building Permit Application to the City for the construction of an addition to Ecole Catholique St. Michel located at 998075 Highway 11.

AND WHEREAS CSCDGR has requested a connection to the Citys’ municipal water for the required fire suppression.

AND WHEREAS The City by its agent, EXP Services Inc., has identified that a dedicated water main from the Dymond reservoir is required to meet the fire suppression flow requirements identified by WSP Canada Inc., the agent of CSCDGR.

AND WHEREAS CSCDGR acknowledges and agrees that it will directly benefit from the necessary upgrades required within the Dymond Reservoir to have the dedicated water main commissioned.

AND WHEREAS the City and CSCDGR have agreed to enter into the within cost sharing agreement for the payment of the costs of the required upgrades to the Dymond Reservoir as outlined by EXP Services Inc.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the promises and the covenants herein contained, the Parties hereto hereby mutually agree as follows:

Part I - DEFINITIONS

1. In this Agreement,
 - a. "Agreement" means this Agreement and the Schedules attached thereto and any documents incorporation by reference;
 - b. "Costs" means the costs required to complete the Dymond Reservoir Upgrade Project which shall include the engineering design, contract administration, permit/application fees, construction and material costs for the Project;
 - c. "Cost Sharing" means that the City shall be responsible for 50% of the Costs of the Dymond Reservoir Upgrade Project up to a maximum of \$100,000.00 and CSCDGR shall be responsible for 50% of the Costs and/or the remaining Costs to complete the project which Costs shall be repayable by CSCDGR in the form of payment upon receipt of invoice provided by the City;
 - d. "Dymond Reservoir Upgrade Project" means the necessary upgrades solely within the Dymond Reservoir to allow for the installation and commissioning of a dedicated water main for fire suppression for the addition and more particularly detailed in the scope of work at paragraph 3 herein; and
 - e. "Parties" means the Corporation of the City of Temiskaming Shores and Conseil Scolaire Catholique de District des Grandes Rivieres.

Part II - SCHEDULES

2. Schedule "A" – Detailed Cost Estimate prepared by EXP Services Inc.

Part III - TERMS AND CONDITIONS

SCOPE OF WORK

3. The Parties understand and agree that the work consists of the detailed design, engineering, construction administration, construction and related works required to upgrade the Dymond Reservoir to allow for the installation and commissioning of a dedicated water main for fire suppression and domestic water supply which is more particularly set out in the Detailed Cost Estimate prepared by EXP Services Inc. attached as Schedule "A".

COST SHARING

4. The Parties acknowledge and agree that the City shall be responsible for 50% of the Costs of the Dymond Reservoir Upgrade Project up to a maximum of \$100,000.00 and that CSCDGR shall be responsible for 50% of the Costs and/or the remaining Costs to complete the Dymond Reservoir Upgrade Project.

5. The Costs payable by CSCDGR shall be repayable to the City in the form of payment upon receipt of invoice provided by the City at the time of completion of the Dymond Reservoir Upgrade Project.
6. The Parties acknowledge and agree that the actual Costs of the Dymond Reservoir Upgrade Project are unknown at the time of the drafting of the within Agreement and that it is the Parties' intention to be responsible for their respective share of the actual Costs incurred to complete the scope of work as outlined herein. In the event that there is necessary work to be done outside the scope of work as outlined in Schedule A, or the Dymond Reservoir Project will be over budget, any purchase must be agreed upon by both Parties.
7. In the event of a default of payment as outlined in paragraph 5 above, interest on any monies owing to the City shall accrue from the date upon which payment was due until the monies are paid in full at the rate of fifteen percent (15%).
8. CSCDGR shall not be permitted to assign the within Agreement without the express written consent of the City.
9. In the event that CSCDGR is no longer in need of the dedicated water main and the Dymond Reservoir Upgrade Project has commenced or has been completed, CSCDGR will be responsible to pay 100% of the actual Costs incurred to complete the scope of work as outlined herein.
10. In the event that CSCDGR requests that the City complete additional work with regard to the Dymond Reservoir Upgrade Project which is not covered by the scope of work and the current Agreement then, unless otherwise agreed to in writing, CSCDGR shall pay to the City:
 - (a) the costs incurred by the City in carrying out the request;
 - (b) the cost of materials, labour, engineering and any other expenses associated with carrying out the request; and
 - (c) the costs shall immediately be due and payable and shall not form part of the within payment arrangement as outlined in paragraph 5 herein.
11. CSCDGR shall be solely responsible for the costs associated with the installation, commissioning and connection of the dedicated water main 1 meter outside the Dymond Reservoir and beyond.
12. CSCDGR shall not allow any person or party to connect to the dedicated water main without the prior written permission of the City.
13. The City shall provide CSCDGR with the information regarding the Costs incurred for the Dymond Reservoir Upgrade Project upon request and/or upon the completion of the Dymond Reservoir Upgrade Project.

DESIGN AND CONSTRUCTION

14. The City, at its sole discretion, shall undertake the construction of the Dymond Reservoir Upgrade Project in accordance with the scope of work outlined herein.

15. The Parties agree that the City's current tender procedures and policies, as amended from time to time, shall be followed and utilized for the tendering of the work required under the scope of work outlined herein. The City will be responsible for the work required as well as the tender procedures for this scope of work.
16. CSCDGR agrees to the City hiring Exp Services Inc. to complete the detailed design, document preparation and contract administration for the proposed upgrades. The Parties agree that these costs shall form part of the Costs of the Dymond Reservoir Upgrade Project.
17. The Parties agree and acknowledge that the costs and expenses associated with the installation and commissioning of the dedicated water main 1 meter outside the Dymond Reservoir and beyond shall be specifically excluded from the Costs of the Dymond Reservoir Upgrade Project and shall not form part of the within Agreement and are the sole responsibility of CSCDGR.
18. The City shall be responsible to obtain any necessary approvals and/or permits from any Ministry or other body if same is required for the upgrades to the Dymond Reservoir. Any costs associated with these approvals and/or permits shall form part of the Costs of the Dymond Reservoir Upgrade Project.

GENERAL PROVISIONS

19. Upon delivery of the necessary equipment and material, the City will ensure that completion of the Dymond Reservoir Upgrade Project is done within a reasonable timeframe with anticipated completion by the end of 2016.
20. Upon completion of testing and commissioning of the 200 dia. water service, the municipality will assume ownership of the 200 dia. Water service from the Dymond Reservoir to the water valve at the CSCDGR south property line. No other connection can be made to this dedicated water service unless mutually agreed upon by both Parties.
21. The Parties agree that nothing herein contained shall be deemed or construed so as to make, render or constitute any of the Parties hereto partners to one another.
22. The City and CSCDGR hereby indemnify and save each other harmless from any third party claims arising by reason of a default of one of the Parties to this Agreement.
23. This Agreement shall be governed by the laws of the Province of Ontario and the laws of Canada applicable herein.
24. Any changes, alterations or amendments to this Agreement shall be made in writing and mutually agreed upon by the Parties.
25. This Agreement and any document required to be signed by the City or CSCDGR may be so executed in counterpart and a complete set of counterpart pages shall be provided to each party. A facsimile signature shall be deemed to be an original.
26. If the whole or any part of this Agreement or the application thereof or any circumstance shall be held invalid, unenforceable or superseded to any extent, the remainder of the

provision in question, or its application to any circumstance other than that which has been held invalid or unenforceable, and the remainder of this Agreement shall not be affected thereby and shall be valid and enforceable to the fullest extent permitted by law.

27. This Agreement shall be binding upon the parties hereto and their respective successors and permitted assigns.

SIGNED AND SEALED this day of June, 2016 at the City of Temiskaming Shores

The Corporation of the City of Temiskaming Shores

per:

Witness: _____

Carman Kidd - Mayor
I have the authority to bind the corporation

The Corporation of the City of Temiskaming Shores

per:

Witness: _____

David Treen- Municipal Clerk
I have the authority to bind the corporation

DATED this 16 day of May, 2016 at the City of ^{Timmins, ON. A.} ~~Temiskaming Shores~~

Conseil Scolaire Catholique de District des Grandes Rivieres

per:

Witness: _____

Lorraine Presley-Director of Education
I have the authority to bind the corporation

City of Temiskaming Shores
Dymond Reservoir Water Modifications (St Michaels School Water Service)
Exp Project No.: N/A

SCHEDULE A
ESTIMATE ITEM PRICES

A. GENERAL REQUIREMENTS

	ITEM REF	ITEM	UNIT	QTY	TOTAL
1	01	General Requirements/Engineering	L.S.	100%	\$20,000. ⁰⁰
2	01 74 20	Waste Management and Disposal	L.S.	100%	\$1,000. ⁰⁰
3	33 11 27	Temporary Potable Water Service	L.S.	100%	\$1,500. ⁰⁰
4	N/A	Miscellaneous Requirements	L.S.	100%	\$1,000. ⁰⁰

A	<i>SUBTOTAL FOR DIVISION A</i>	\$23,500.⁰⁰
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B. DYMOND ROAD RESERVOIR UPGRADES

	ITEM REF	ITEM	UNIT	QTY	TOTAL
5	02 41 19	Removal of Existing Pumps and Piping	L.S.	100%	\$3,500. ⁰⁰
6	03 11 00 03 30 00	Cast in Place Concrete and Forming Dymond Road Reservoir	L.S.	100%	\$2,500. ⁰⁰
7	22 05 81	Disinfection of Water Distribution Piping	L.S.	100%	\$500. ⁰⁰
8	22 10 00	In-Plant Piping	L.S.	100%	\$20,000. ⁰⁰
9	22 10 00	Air Release Valves	ea.	1	\$1,500. ⁰⁰
10	22 10 00	Check Valves (150mm)	ea.	2	\$1500. ⁰⁰
11	22 10 00	Flow Control Valve	ea.	1	\$3,000. ⁰⁰
12	22 10 00	Bi-Directional Knife Gate Valves (150mm)	ea.	1	\$5,500. ⁰⁰
13	22 10 00	Butterfly Valves c/w Electric Actuator (150mm)	ea.	2	\$10,000. ⁰⁰
14	22 10 00	Electromagnetic Flowmeter (250mm)	ea.	1	\$7,500. ⁰⁰
15	22 47 02	Vertical Turbine Pumps and Hardware	ea.	2	\$80,000 ⁰⁰
16	N/A	O.C. W.A. Control Installations and Programming	L.S.	100%	\$5,000. ⁰⁰
17	26	Electrical Works	L.S.	100%	\$35,000.00

B	<i>SUBTOTAL FOR DIVISION B</i>	\$175,500.⁰⁰
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	<i>TOTAL ESTIMATE EXCLUDING HST</i>	\$199,000.⁰⁰
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Memo

To: Mayor and Council
From: Steve Burnett, Technical and Environmental Compliance Coordinator
Date: June 7, 2016
Subject: Water Meter Survey
Attachments: **Appendix 01** – Contract - Neptune

Mayor and Council:

On May 3, 2016 Council provided First and Second Reading to By-law No. 2016-083 - Water Works System Use. This By-law was developed to regulate the management and operation of the Water Works System within the City as well as address many inconsistencies that were identified within water related by-laws of the former municipalities.

One inconsistency identified was the City's water meter program. Under the current system, some Institutional/Commercial/Industrial (ICI) establishments have a water meter where others do not. In addition, a number of the existing water meters are out-dated and not functional. Many discussions have taken place relating to the existing water meter program at the Public Works Committee and Corporate Services Committee meetings.

Recently, staff met with Neptune Technology Group (Canada) Ltd. to discuss water metering including the development of a program for the City's ICI sector utilizing "smart" meters. Neptune is a well-established company who has worked with many municipalities across Canada to develop and implement successful water meter programs. The results of the meeting with Neptune indicated that a water meter survey on the selected ICI establishments would be beneficial to establish meter size requirements and installation capabilities. This information can then be utilized to develop a proper request for proposal to ensure the City receives the most cost effective submissions.

This approach was discussed at the Public Works Committee meeting held on March 24, 2016 resulting in the following recommendation:

Recommendation PW-2016-016

Moved by: Mayor Carman Kidd

Be it resolved that the Public Works Committee hereby recommends that the City move forward with utilizing Neptune Water Meters to conduct a survey on the installation of the water meters.

It is therefore recommended that Council authorizes entering into a contractual agreement with Neptune Technology Group (Canada) Ltd. to conduct the necessary water meter survey on the selected ICI establishments. Staff have currently identified between 90 and 100 establishments throughout the City that would require a water meter. Therefore, the estimated cost to conduct the survey is between \$20,000 and \$25,000.

These costs would be drawn from the 2016 Environmental Operating Budget within which sufficient funds are available.

Appendix 01 outlines the details of the contractual agreement with Neptune Technology Group (Canada) Ltd.

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

April 29th, 2016

Steve Burnett
City of Temiskaming Shores
Technical and Environmental Compliance Coordinator
325 Farr Drive
P.O Box 2050
Haileybury ON P0J 1K0

PRICING PROPOSAL: WATER METER SURVEY PROGRAM WITH NEPTUNE

On behalf of Neptune, we would like to thank the City of Temiskaming Shores for their continued interest in our products and services. We appreciate the opportunity to respond to the request for pricing for water meter survey services provided by Neptune.



The City's email to Neptune dated April 22, 2016 provided confirmation of the City's intention to enter into negotiations with Neptune to perform the requested survey work. Recommendation PW-2016-016 by the City's Public Works Committee resolved that the City move forward with utilizing Neptune Water Meters to conduct a survey on the installation of the water meters. Neptune understands that the purpose of the surveys is to identify the quantity of various sizes of meters to obtain accurate pricing.

Based on this confirmation, Neptune has prepared a formal quotation for Temiskaming Shores for **Phase 1 – Site Survey Work** (the site survey work is considered the "Design" component of a potential "Design/Build" work scope). Scope of work is based on 90-100 surveys. It is anticipated the work for Temiskaming Shores work to take place in the summer of 2016.

Schedule of Pricing			
Item	Item Description	Unit	Unit Price
1	Initial Site Survey	Each	\$200.00
2	Per Diem Rate (includes accommodation, travel, meals)	Per Person/ Per Day	\$250.00

Pricing is based on the following assumptions:

Item 1: Initial Site Survey

- General overview of the meter installation with the customer explaining the steps that will be taken to install the meter (if needed in the future);
- Overall review of the meter setting to determine whether or not a "installation" could be completed (in the future if needed);
- If an issue is noted, a task form will be created and any barriers to installation will be communicated to the Project Manager for further action by Neptune or the Utility (if needed or requested);
- Ensure the workplace is safe;
- Secure the details of someone on site that is a decision maker and who can assist in booking the replacement project (if needed in the future);
- Testing of inlet and outlet valves (if possible through the bypass if operational);
- Assess any potential safety hazards in the environment;
- Document if plumbing appears in good order (yes/no);
- Document if a bypass exists (yes/no);
- Up to 3 photos of the meter setting;
- Provide recommendation on sizing (based on the information available).



Option for Design and Build

As an optional component of this quotation, the City can extend the scope of work by exercising a second phase in the program. "Build" (also referred to as Phase 2) would include the installation services to implement the recommendations outlined in phase 1 (site surveys). This is an option available to exercise at the City's discretion. Specifics of this work to be mutually agreed upon between the City and Neptune.

Estimated Time Frames for Achieving Milestones:

Neptune would request that review of quotation, approval and purchase order be completed no later than **May 20th, 2016**.

We truly feel there is a mutually beneficial opportunity for the City of Temiskaming Shores and Neptune to work together in achieving Temiskaming Shores' water metering objectives. We look forward to your favourable reply. I can be reached at 416-985-5157 or snorris@neptunetg.com if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Scott Norris".

Scott Norris
Territory Manager

THIS AGREEMENT MADE IN QUADRUPLICATE

THIS 29th DAY OF April 2016

BETWEEN:

City of Temiskaming Shores
(Hereinafter called "the Owner")

OF THE FIRST PART

-and-

**NEPTUNE TECHNOLOGY GROUP (CANADA) LTD., a body corporate with
office at 7275 West Credit Avenue, Mississauga, Ontario L5N 5M9**

(Hereinafter called "the Contractor")

OF THE SECOND PART



WHEREAS, the Owner issued confirmation of the City's intention to enter into negotiations with Neptune to perform survey services AND WHEREAS Neptune Technology Group (Canada) Ltd. responded to the said request with a pricing proposal, Water Meter Survey Program, April 29, 2016.

THEREFORE WITNESSETH: That the Owner and Contractor undertake and agree as follows:

ARTICLE A-1 THE WORK:

The Contractor shall:

- a) perform all the Work required by the Contract Documents
- b) do and fulfill everything required by this Agreement, and
- c) complete the Work of this Agreement within a mutually agreed upon schedule.

Time is of the essence of this Contract.

ARTICLE A-2 CONTRACT DOCUMENTS

The following is an exact list of the Contract Documents:

1. **Appendix 1:** Neptune letter to the City of Temiskaming Shores dated April 15th, 2016 entitled "Letter of Intent and Understanding to Work towards a Water Meter Survey Program with Neptune Technology Group".
2. **Appendix 2:** City's email to Neptune dated April 22, 2016 provided confirmation of the City's intention to enter into negotiations with Neptune to perform the requested survey work. Recommendation PW-2016-016 by the City's Public Works Committee resolved that the City move forward with utilizing Neptune Water Meters to conduct a survey on the installation of the water meters.
3. **Appendix 3:** Neptune's pricing proposal letter dated April 29, 2016 to the City of Temiskaming Shores entitled "Pricing Proposal: Water Meter Survey Program with Neptune".



ARTICLE A-3 CONTRACT PRICE

The Contract Price is based on the unit prices provided in the Schedule of Pricing in Canadian Funds. This Contract Price is subject to adjustments as may be determined in accordance with the conditions of the Contract. **Goods and Services Tax are extra.**

ARTICLE A-4 TITLE TRANSFER AND PAYMENT

- a) In accordance with the provisions of the Contract, the Owner shall:

Make monthly payment to the Contractor on account of the Contract (unit prices per the Pricing Schedule). The amounts of such payments shall be based on the Invoices/Progress Claims submitted to the City of Temiskaming Shores referenced as Water Meter Survey Program, and subject to such adjustments, additions and deductions as provided in the Contract.
- b) If the Owner fails to make payments to the Contractor as they become due under the terms of this Contract or in any award by arbitration or court, interest at the rate of One (1%) percent per month of such unpaid amounts including earned interest, shall also become due and payable until payment. Such interest shall become calculated and added to any unpaid amounts monthly.

ARTICLE A-5 PROPER LAW

The law of the Province of Ontario shall govern this Contract.

ARTICLE A-6 PERFORMANCE, LABOUR AND MATERIAL PAYMENT BONDS

Performance, Labour and Material payment bond is not required.

ARTICLE A-7 ADDRESSES FOR NOTICES

All communications in writing between the parties or between them and the Owner shall be delivered or sent to the individual or to a member of the firm or to an officer of the Corporation for whom they are intended to the address below. Such notices shall be deemed to be received when delivered, or, if sent by prepaid mail, when they should in due course of mail service be delivered.

The Owner at:

City of Temiskaming Shores
325 Farr Drive
P.O Box 2050
Haileybury ON P0J 1K0

Attention: Steve Burnett, Technical and Environmental
Compliance Coordinator

The Contractor: Neptune Technology Group (Canada) Ltd.
7275 West Credit Avenue.
Mississauga, Ontario
L5N 5M9

Attention: David Oner, Director Service Operations

ARTICLE A-8 SUCCESSION

The General Conditions of the Contract hereto annexed, and all other Contract Documents, are all to be read into and form part of this Agreement and the whole shall constitute the Contract between the parties and subject law and the provisions of the Contract Documents shall endure to the benefit of and be binding upon the parties hereto, their prospective heirs, legal representatives, successors and assigns.

ARTICLE 9 CONFIDENTIALITY

Neither party shall disclose any information provided to it by the other party, specifically proprietary, sensitive, personal or confidential information or that developed or resulting from the performance of this Agreement, to any other person without the express written consent of the other party.



ARTICLE A-10 SIGNATURES

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be properly executed.

CITY OF TEMISKAMING SHORES

MAYOR DATE (Seal)

TOWN CLERK DATE



NEPTUNE TECHNOLOGY GROUP (CANADA) LTD.

PER: _____
DATE (Seal)

PER: _____
DATE

Subject: Award – Supply & Deliver Misc. Culverts
Atlantic Industries Ltd.

Report No.: PW-030-2016
Agenda Date: June 7, 2016

Attachments

Appendix 01: Opening Results

Appendix 02: Draft Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-030-2016; and
2. That Council directs staff to prepare the necessary by-law to enter into an agreement with Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culverts in the amount of \$ 17,813.24 plus HST for consideration at the June 7, 2016 Regular Council meeting.

Background

Each year the City of Temiskaming Shores procures the services of qualified suppliers for the supply and delivery of miscellaneous culverts for use in the operations maintenance and repairs at various locations within the City of Temiskaming Shores.

The Request for Quotation documents were prepared and PWO-RFQ-001-2016 was distributed to previous and known potential bidders with closing date at 2:00 p.m. on May 17th, 2016.

Analysis

At the time of closure only three (3) submissions were received.

Supplier	Sub-total	HST	Total
Atlantic Industries	\$17,813.24	\$2,315.72	\$20,128.96
E.S. Hubbell	\$20,137.60	\$2,617.89	\$22,755.49
Corix Water Prod.	\$20,699.06	\$3,104.86	\$23,803.92

All suppliers have previously provided culvert materials to the City as well as other municipalities throughout Ontario and have demonstrated the ability to complete this work as required.

The quotations were analysed for errors and/or omissions were found to be correct and complete. The acquisition process is in keeping with the City's Purchasing Policy (By-law No. 2009-012, as amended).

The quotation amount for the intended supply is considered to be reasonable and within the approved and allotted budget for culvert maintenance.

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

A total of \$75,000 was included in the 2016 Budget. Minimal expenditures have occurred to date, however, the Department has just started the culvert maintenance program for this year. All materials, supplies and equipment charges will be within the approved Budget allocation.

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: **PWO-RFQ-001-2016**

Opening Date:

May 17, 2016

Inquiry Contact: ~~Mitch Lafreniere~~ **DOUG WALSH**

Opening Time:

2:00 pm

Description: **CSP Culvert Pipe**

Form of Proposal

Bidder: **F. S. HUBBELL**

All 13 Item Bid:	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Sub-total:	20,137.60
HST:	2,617.89
Total:	22,755.49

Bidder:

All 13 items Bid:	<input type="checkbox"/> Y <input type="checkbox"/> N
Sub-total:	
HST:	
Total:	

Bidder: **ATLANTIC INDUSTRIES**

All 13 Item Bid:	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N
Sub-total:	17,813.24
HST:	2,315.72
Total:	20,128.96

Bidder:

All 13 items Bid:	<input type="checkbox"/> Y <input type="checkbox"/> N
Sub-total:	
HST:	
Total:	

Bidder: **CORIX WATER PRODUCTS**

All 13 Item Bid:	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Sub-total:	20,699.06
HST:	3,104.86
Total:	23,803.92

Bidder:

All 13 items Bid:	<input type="checkbox"/> Y <input type="checkbox"/> N
Sub-total:	
HST:	
Total:	

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:

<i>Print Name</i>	<i>Representing</i>
JAMIE DiFrancesco	NORTRAP
Matthew McLean	Demora
GARY WADGE	CITY OF T.S.
DAVE TREEN	TEM SHORES.

Signature

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

Being a by-law to enter into an agreement with Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culvert Pipe to various locations 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 the Council considered Administrative Report No. PW-030-2016 at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culvert Pipe for consideration at the June 7, 2016 Regular meeting of Council;

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 Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culvert Pipe to various locations in the City of Temiskaming Shores, in the amount of \$17,813.24 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make 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 7th day of June, 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

Atlantic Industries Ltd.

for the Supply and Delivery of Miscellaneous Culvert Pipe

This agreement made in duplicate this 7th day of June 2016.

Between

The Corporation of the City of Temiskaming Shores
(hereinafter called “the Owner”)

and

Atlantic Industries Ltd.
(hereinafter called “the Supplier”)

Witnesseth:

That the Owner and the Supplier 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
Supply and Delivery of Miscellaneous Culvert Pipe
Request for Quotation No. PWO-RFQ-001-2016**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents; and
- c) Complete, as certified by the Engineer, all the work by **September 30th, 2016.**

Article II:

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the material and services aforesaid **Seventeen Thousand Eight Hundred and Thirteen Dollars and Twenty-Four Cents (\$17,813.24) plus applicable taxes** subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents, as fully to all intents and purposes as though recited in full herein.

Article IV:

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 Supplier:

Atlantic Industries Ltd.
640 Waydom Drive
Ayr, Ontario
N0B 1E0

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 this page left blank Intentionally

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Atlantic Industries Ltd.

Contractor's Seal)
(if applicable))

Customer Service Rep. – Maria J. Almendarez

Municipal Seal)

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. 2016-000

Form of Agreement



Form of Quotation

Each FORM OF QUOTATION 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 Quotation.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Quotation. 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 Quotation.

NOTE: All portions of "Form of Quotation" must be accurately and completely filled out.

Section 1 – C.S.P. Culvert, galvanized

Description	Unit	Quantity	Unit Price	Amount
300 mm diameter, 1.6 gauge, re-rolled annular ends (Tag: Stock)	meters	36	21.66	\$ 779.76
300 mm couplers, 1.6 gauge, 9 or 10 corrugated, Extra wide (24"), quoted c/w bolts & associated hardware, (Tag: Stock)	each	5	40.12	\$ 200.60
500 mm diameter, 1.6 gauge, re-rolled annular ends, (Tag: Stock)	meters	36	36.09	\$ 1299.24
500 mm Couplers, , 1.6 gauge, 9 or 10 corrugated, Extra wide (24"), quoted c/w bolts & associated hardware, (Tag: Stock)	Each	5	49.19	\$ 245.95
500 mm diameter, 1.6 gauge, re-rolled annular ends, (Tag: Fleming Rd.)	meters	18	36.09	\$ 649.62
500 mm couplers, 1.6 gauge, 9 or 10 corrugated, Extra wide (24"), quoted c/w bolts & associated hardware, for above	each	2	49.19	\$ 98.38

Page 1 of 6 to be submitted



Description	Unit	Quantity	Unit Price	Amount
600 mm diameter, 1.6 gauge, re-rolled annular ends (Tag: Uno Park Rd.)	meters	18	54.61	\$ 982.98
600 mm couplers, 1.6 gauge, 9 or 10 corrugated, Extra wide (24"), quoted c/w bolts & associated hardware, for above	each	2	60.53	\$ 121.06
1200 mm, 2.0 gauge, re-rolled annular ends, (Tag: Dawson Pt, Laforest & Laforest)	meters	54	138.91	\$ 7501.14
1200 mm couplers, 2.0 gauge, 9 or 10 corrugated, Extra wide(24") quoted c/w bolts & associated hardware, for above	each	6	130.98	\$ 785.88
1500 mm diameter, 2.0 gauge, re-rolled annular ends, (Tag: Dales Rd.)	meters	24	195.89	\$ 4701.36
1500 mm couplers, 2.0 gauge, 9 or 10 corrugated, Extra wide(24") quoted c/w bolts & associated hardware, for above	each	3	149.09	\$ 447.27
Extra bolts, galvanized (plated) for C.S.P. couplers.	each	25		\$ 0.00
			Sub-Total	\$ 17813.24
			H.S.T.	\$ 2315.72
			TOTAL	\$ 20,128.96

Note: Prices include 2 loads of freight at \$1400/load.
 Extra material required will need to be full loads or have freight extra. If quantities are less than shown, a minimum freight amount of \$1400 will be charged.

MA.



I/We Atlantic Industries Ltd offer to supply the requirements stated within at the total cost of \$ 20,128.96 H.S.T. included.

I/We hold the prices valid for 30 (thirty) days from submission date.

I/We will deliver the required services / equipment/ commodities within 3-4 wks calendar days from receiving a signed order.

The specifications have been read over and agreed to this 6 day of May 2016

Company Name <u>Atlantic Industries Ltd.</u>	Contact name (please print) <u>Maria J. Almendarez</u>
Mailing Address <u>640 Waydon Dr. Ayr, ON N0B 1E0</u>	Title <u>Customer Service Rep.</u>
Postal Code <u>N0B 1E0</u>	Authorizing signature <u>Maria J. Almendarez</u> "I have the authority to bind the company/corporation/partnership."
Telephone <u>(519) 622-8605 ext. 2258</u>	Fax <u>(519) 622-1372</u>
Cell Phone if possible	Email <u>malmendarez@a1.ca</u>



City of Temiskaming Shores

**PWO-RFQ-001-2016
CSP Culvert Pipe**

Non Collusion Affidavit

I/We Maria Almandarez the undersigned, am fully informed respecting the preparation and contents of the attached Quotation and of all pertinent circumstances respecting such Bid.

Such Bid is genuine and is not a collusive or sham Bid.

Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed Bid.

The price or prices 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, Quotation or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at Ayr, ON this 6 day of May, 2016

Signed Maria Almandarez
Company Name Atlantic Industries Ltd.
Title Customer Service Rep.



**City of Temiskaming Shores
PWO-RFQ-001-2016
CSP Culvert Pipe**

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 Ayr, ON this 6 day of May, 2016.

Firm Name Atlantic Industries Ltd.

Bidder's Authorization Official Maria J. Almendarez

Title Customer Service Rep.

Signature Maria J. Almendarez

Page 5 of 6 to be submitted



**City of Temiskaming Shores
PWO-RFQ-001-2016
CSP Culvert Pipe**

Schedule "A"

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 Atlantic Industries Ltd. Company Name

Phone Number (519) 622-8600

Address 640 Weydon Dr.
Ayr, ON
N0B 1E0

I, Maria Almendarez, 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, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at www.gov.on.ca/mcss/serveability/splash.html.

Date: May 6, 2016.

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

Being a by-law to enter into an agreement with Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culvert Pipe to various locations 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 the Council considered Administrative Report No. PW-030-2016 at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culvert Pipe for consideration at the June 7, 2016 Regular meeting of Council;

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 Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culvert Pipe to various locations in the City of Temiskaming Shores, in the amount of \$17,813.24 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make 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 7th day of June, 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

Atlantic Industries Ltd.

for the Supply and Delivery of Miscellaneous Culvert Pipe

This agreement made in duplicate this 7th day of June 2016.

Between

The Corporation of the City of Temiskaming Shores
(hereinafter called "the Owner")

and

Atlantic Industries Ltd.
(hereinafter called "the Supplier")

Witnesseth:

That the Owner and the Supplier 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
Supply and Delivery of Miscellaneous Culvert Pipe
Request for Quotation No. PWO-RFQ-001-2016**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents; and
- c) Complete, as certified by the Engineer, all the work by **September 30th, 2016.**

Article II:

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the material and services aforesaid **Seventeen Thousand Eight Hundred and Thirteen Dollars and Twenty-Four Cents (\$17,813.24) plus applicable taxes** subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents, as fully to all intents and purposes as though recited in full herein.

Article IV:

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 Supplier:

Atlantic Industries Ltd.
640 Waydom Drive
Ayr, Ontario
N0B 1E0

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

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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)

Atlantic Industries Ltd.

Customer Service Rep. – Maria J. Almendarez

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. 2016-000

Form of Agreement

Subject: Final Draft – Municipal Energy Plan

Report No.: PW-031-2016
Agenda Date: June 7, 2016

Attachments

Appendix 01: Municipal Energy Plan-Final Draft – See By-law No. 2016-102

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-031-2016;
2. That Council accepts the final draft of the City of Temiskaming Shores Municipal Energy Plan (MEP) and directs staff to prepare the necessary by-law to adopt the MEP for consideration at the June 7, 2016 Regular Council meeting; and
3. That the Municipal Energy Plan be posted on the City of Temiskaming Shores website.

Background

On January 13, 2015 Council adopted By-law No. 2015-022 to enter into agreement with VIP Consultants to assist with the preparation of the Municipal Energy Plan (MEP) for the City of Temiskaming Shores. On February 2, 2016, the first draft of the MEP was distributed to Council as well as local stakeholders for their feedback.

The final draft outlines some minor changes based on the input received and edited by VIP Energy Services.

Analysis

The Final MEP report was presented to, and discussed at, the Building Maintenance Committee meeting held on April 28th 2016, and received support for presentation to Council at the June 7th, 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

The MEP is a living document that should be reviewed annually as the City continues to work towards energy efficiency using any potential incentives from the provincial government or other sources as they become available.

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"

Mitch Lafreniere
Manager of Physical
Assets

G. Douglas Walsh, CET
Director of Public Works

Christopher W. Oslund
City Manager

Subject: Equipment Purchase – Front End Loader

Report No.: PW-032-2016

Agenda Date: June 7, 2016

Attachments

Appendix 01: Opening Results

Appendix 02: Draft Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-032-2016; and
2. That Council directs staff to prepare the necessary by-law and agreement for the purchase of an articulated front-end loader from Nortrax Canada at an upset limit of \$180,557.00 plus applicable taxes for consideration at the June 7, 2016 Regular Council meeting.

Background

In conjunction with the Asset Management and Fleet Replacement Plans, staff has deemed it necessary to replace one of its loaders. Council considered and approved the replacement of the loader as part of the 2016 Capital Budget deliberation process.

Request for Proposal PW-RFP-010-2016 was distributed to known suppliers and advertised in the City’s Bulletin and on the Web Site.

Analysis

One (1) submission was received in response to the Request for Proposal prior to the closing date of May 17th, 2016 at 2:00 p.m.

The proposal was reviewed and evaluated in accordance to the requirements of the RFP and the deliverables to be provided by the successful service provider. **Appendix 01 – RFP Results** summarizes the results of the response received and are summarized as follows:

Vendor	Unit Cost - Quoted	Non – Refundable HST	Total Cost
NorTrax	\$171,722.00	\$3,022.31	\$174,744.31

This report was presented to and discussed at the Building Maintenance Committee meeting held on May 26th 2016, and received support for presentation to Council at the June 7th, 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

With the cost of the unit coming in lower than anticipated, staff is recommending the addition of an auto greaser (\$5,250.00 plus HST) as well as a 5 year extended power train warranty (\$3,585.00 plus HST). This will result in a total cost of the unit being \$183,734.81 (including non-refundable HST).

During 2016 capital discussions, Council had approved a total of \$185,000.00 for the purchase of a new loader.

Alternatives

Although the cancelling and re-issuing of the Request for Proposals is an alternative it was not considered at this time.

Submission

Prepared by:

Reviewed and approved by:

Reviewed and submitted for Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

Mitch Lafreniere
Manager of Physical
Assets

G. Douglas Walsh, CET
Director of Public Works

Christopher W. Oslund
City Manager

Document Title: **PW-RFP-010-2016**

Opening Date: **May 17, 2016**

Inquiry Contact: **Mitch Lafreniere**

Opening Time: **2:00 pm**

Description: **Supply and Delivery of a Front End Loader**

Form of Proposal

This is a Request for Proposal with no formal proposal form to be completed; each bidder submits a price along with specific information based on their proposal. Proposals are evaluated based on a pre-determined set of evaluation criteria.

Bidder: **NORTEAX - LIVELY**

Total Project Price:	171,722 ⁰⁰
HST:	22,323 ⁸⁶
Total:	194,045 ⁸⁶

Notes:

Bidder:

Total Project Price:	
HST:	
Total:	

Notes:

Bidder:

Total Project Price:	
HST:	
Total:	

Notes:

Bidder:

Total Project Price:	
HST:	
Total:	

Notes:

Bidder:

Total Project Price:	
HST:	
Total:	

Notes:

Bidder:

Total Project Price:	
HST:	
Total:	

Notes:

Comment: Since this is a Request for Proposal all submissions are required to be evaluated based on the pre-determined evaluation criteria. Therefore submissions will be reviewed for errors, omissions, accuracy and other criteria by municipal staff prior to any awarding. Subsequently bidders will be informed of the results.

In Attendance:

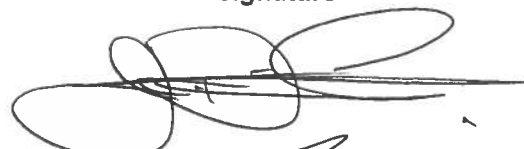
Print Name

Representing

Signature

JAMIE DiFrancesco

NORTEAX



Matthew McLean

Demara

Gary Wedge

GARY WEDGE

CITY OF T.S.

DAVID TROSBY

TOM SHAWES

David Troby

LINDA MCKNIGHT

C of TS

Linda McKnight

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

**Being a by-law to enter into a Purchase Agreement
with Nortrax Canada Inc. for the supply and delivery
of a 2016 John Deere Model 524K Articulating
Loader**

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-032-2016 at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Nortrax Canada Inc. for the supply and delivery of one (1) 2016 Model 524K John Deere Articulating Loader for consideration at the June 7, 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 a purchase agreement with Nortrax Canada Inc. for the supply and delivery of one (1) 2016 Model 524K John Deere Articulating Loader, as outlined in the response to PW-RFP-010-2016, at an upset limit of \$180,557.00 plus applicable taxes which includes the optional Auto-greaser as well as the as five (5) year extended Power Train warranty 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 7th day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law 2016-000

Equipment Purchase Agreement between

The Corporation of the City of Temiskaming Shores

and

Nortrax Canada Inc.

For supply and delivery of one (1) 2016 Model 524K
John Deere Articulating Loader

This agreement made in duplicate this 7 day of June, 2016.

Between:

The Corporation of the City of Temiskaming Shores

(hereinafter called "the Owner")

and

Nortrax Canada Inc.

(hereinafter called "the Supplier")

Witnesseth:

That the Owner and the Supplier shall undertake and agree as follows:

Article I:

The Supplier will:

- a) Provide one (1) 2016 Model 524K John Deere Loader in accordance to the specifications contained in their submission in relation to the following:

**Corporation of the City of Temiskaming Shores
Request for Proposal (PW-RFP-010-2016)
Supply and Delivery of New Articulating Four Wheel Drive Front End Loader**

- b) Do and fulfill everything indicated by this Agreement and in the Specification attached hereto as Appendix 01 and forming part of this agreement.

Article II:

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the supply and delivery of one (1) Model 524K John Deere Loader in the amount of One Hundred and Eighty Thousand , Five Hundred and Fifty-Seven Dollars and Zero cents (\$180,557.00) plus applicable taxes;
- 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 Supplier:

Nortrax Canada Inc.
199 Mumford Drive, unit F
Lively, Ontario
P3Y 1L2

The Owner:

City of Temiskaming Shores
325 Farr Drive
P.O. Box 2050
Haileybury, Ontario
P0J 1K0

Attn.: Dean Derro, General Manager

Attn.: Mitch Lafreniere

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Supplier's Seal)
(if applicable))

Municipal Seal)

Nortrax Canada Inc.

Dean Derro, General Manager

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. 2016-000

Form of Agreement
2016 Model 524K John Deere Loader



Scope of Work

To supply and deliver a new 2016 Model Year Articulated Four wheel drive front end loader. The following is intended to be a minimum standard required for the unit proposed. A demo unit may be requested for on-site demo prior to award.

SPECIFICATION SUMMARY

CONFIRMATION

- | | | |
|---|--------|-----|
| - S.A.E. Heaped Bucket capacity 2.75 cu. yd. (2.1 cu.m) | Yes: ✓ | No: |
| - Operating weight 28,236 lbs. (12,834 kg.) min. | Yes: ✓ | No: |
| - S.A.E. Operating Load 8,593 Lb (3,905 kg) minimum | Yes: ✓ | No: |
| - Engine, diesel turbocharged 141 Net Peak Power | Yes: ✓ | No: |
| - Transmission – 4F, 3R - torque converter PowerShift | Yes: ✓ | No: |
| - Front axle equipped with Hydraulic Differential Lock | Yes: ✓ | No: |
| - Dump Clearance 45 Degree Full Height 103” minimum | Yes: ✓ | No: |

GENERAL SPECIFICATION

- | | | |
|--|--------|-----|
| This unit shall be supplied with all standard equipment,
plus all other equipment required by this specification: | Yes: ✓ | No: |
| This loader is to be supplied without wheel weights,
hydro-inflation or non-standard counterweights: | Yes: ✓ | No: |
| Specification definitions shall be to S.A.E. and
ISO standards unless otherwise stated: | Yes: ✓ | No: |



DETAILED SPECIFICATION

1. **Make and Model**

Specify:

Make: John Deere

Model: 524K

Year Bid 2016

2. **TYPE:**

The Loader shall be a manufacturer's standard model, (specification sheet to be submitted with bid documents)

Yes: No:

ENGINE:

Diesel powered, 141 Net Peak H.P.
minimum, within governed R.P.M. range

Specify:

Make: John Deere

Model: Power-tech E6068H

H.P. 146

Net Peak Torque 448 lb-ft @1600 RPM minimum

Specify: 607 NM (448 lb-ft) @ 1600 RPM

Net torque rise shall be 47% minimum

Specify: 47%

Displacement – 6.8 litre minimum,

Specify: 6.8 L (414 cu. in)

Tier III Emission Certified engine minimum

Specify: EPA Tier 3/EU Stage III



4 stroke wet sleeve engine

Yes:

No:

Cylinder sleeves shall be removable

Yes:

No:

Turbocharged and charge air cooled

Yes:

No:

4. **Engine Equipment:**

Two stage dry air filter with a dirt ejector
and restriction indicator visible from the cab
shall be supplied:

Yes:

No:

Minimum engine oil drain interval of 500 hours

Specify: *Minimum 500hrs.
can be done every 250hrs*

Battery - two 12 volt batteries with
950 CCA each.

Rating: *950CCA each.*

Alternator, 100 amp. minimum.

Yes: No:

Specify: 100 Amp

Fuel Filter and water separator - shall be supplied

Yes: No:

Engine coolant temperature gauge

Yes: No:

Transmission oil temperature gauge

Yes: No:

Hydraulic Oil temperature gauge

Yes: No:



- Engine Oil pressure gauge Yes: No:
- Speedometer Yes: No:
- Tachometer Yes: No:
- Odometer Yes: No:
- Hour meter Yes: No:
- Monitor system with audible and visual warnings for all other functions. Yes: No:
- Heavy-duty trash resistant radiator and high ambient Cooling package Yes: No:
- Proportionally controlled, hydraulically driven swing out fan with safety guard Yes: No:
- Engine compartment shall be completely separated from the cooling compartment Yes: No:
- Unit will have 2-sided access to all coolers Yes: No:
- Ether cold weather starting aid. Yes: No:
- Pressurized liquid cooling system with thermostat and coolant recovery bottle and -35 degrees F coolant shall be supplied. Yes: No:
- Engine Coolant heater to be supplied. Yes: No:



Machine shall be equipped with a programmable auto
idle and automatic shutdown features for fuel conservation
Yes: No:

Machine to be equipped with remote machine monitoring
system
Yes: No:

5. **WEIGHT:**

SAE Operating weight – 27,500 lbs. (12,834 kg.)
minimum with ROPS cab and equipment specified.
(with standard counterweight and without ballast in
tires or loader bucket)

Specify: 13,077KG
(28,830 LBS)

6. **TRANSMISSION:**

The transmission shall have four speeds forward
and three reverse speeds minimum.

Yes: No:
Specify: 4 FORWARD, 3 REVERSE

Transmission shall be a power shift unit and
shall incorporate a torque converter.

Specify: COUNTER-SHAFT TYPE
POWERSHIFT

Transmission oil cooler as standard equipment
Yes: No:

Machine shall have a forward/neutral/reverse
switch standard on the loader control joystick
Yes: No:



Transmission shall have an auto shift mode.

Yes: No:

Quick shift button on loader joystick with two selectable modes

Yes: No:

Transmission Clutch Disconnect feature with three selectable modes

Yes: No:

7. AXLES:

Front axle shall have a hydraulically actuated locking differential

Specify: Hydraulic locking FRONT DIFFERENTIAL

Final Drives shall be heavy-duty inboard planetary

Yes: No:
Specify: HEAVY INBOARD PLANETARY

Factory installed axle oil coolers & filter shall be supplied

Yes: No:

Rear axle shall, not have less than 24 degrees of total oscillation stop, to stop when equipped with 20.5-25 tires

Yes: No:
Specify: 24° TOTAL



8. HYDRAULIC SYSTEM

Shall be a Pressure Compensating Closed Centre hydraulic system

Yes: ✓ No:

Shall have in cab adjustable automatic boom Height kick out, return to carry and return to dig

Yes: ✓ No:

Machine shall have an electronic pilot shut off that disables implement functions

Yes: ✓ No:

Hydraulic fittings shall be O-ring face seal type

Yes: ✓ No:

Machine shall be equipped with a heavy-duty hydraulic oil cooler

Yes: ✓ No:

Hydraulic pump or pumps shall have a combined rating of not less than 44GPM (165 L/m) for continuous operation

Yes: ✓ No:

9. STEERING:

Full shock resistant power steering

Yes: ✓ No:

Bucket clearance circle of 38' 7" (11.77 m) maximum

Yes: ✓ No:

Specify: 38' 7" (11.77m) max.



Steering articulation angle shall be, no less than 40
degrees in each direction

Yes: No:

Specify: 40° / ea. direction

Tilt steering column shall be provided

Yes: No:

10. BRAKES:

All hydraulic inboard wet disc service brakes,
Self-adjusting and self-equalizing shall be supplied.

Yes: No:

Parking brake supplied, shall be independent of
service brakes, engage automatically when engine
shuts down and neutralize the transmission.

Yes: No:

Parking brake shall be multi-wet disc

Yes: No:

Parking/secondary brake shall be of sufficient design to
hold the weight of the machine on a slope.

Yes: No:

Parking brake shall have indicator light and audible
warning when engaged

Yes: No:

All brakes must conform to ISO 3450 specification.

Yes: No:



TIRES:

Unit shall be equipped with 20.5 R 25
L3 Michelin radial tires with multi-piece rims

Specify: Michelin
20.5 R25
1 STAR L3

12. FRAME:

Loader frame shall be of a 4-vertical plate design with plates extending from boom pivot pins reaching to the front axle to distribute boom loads on the axle.

Yes: No:

Machine shall be equipped with an exterior mounted ground level storage compartment

Yes: No:

Z Bar system

Yes: No:

11. CAB:

An enclosed weather-proof deluxe steel cab with side openings for easy access to the driver's seat shall be provided

Yes: No:

All windows shall be tinted safety glass

Yes: No:

Sound suppression with maximum ISO 6396 sound rating of 70 dBa

Yes: No:



A certified roll over protective structure shall be incorporated into the cab. Yes: No:

Seat shall be a deluxe cloth, fully adjustable, air suspension type with lumbar support and adjustable arm rests Yes: No:

3" retractable seat belt shall be supplied. Yes: No:

24 Volt to 12 Volt – 10 Amp Converter to be supplied Yes: No:

Heater - a cab heater, pressurizer ensuring operator's comfort at various outside temperatures. Yes: No:

Factory installed Air Conditioning Yes: No:

Cab intake air shall be filtered Yes: No:

Cab interior re-circulation air shall be filtered Yes: No:

Front and rear intermittent wipers + washers shall be supplied Yes: No:

AM/FM Weather band radio shall be supplied Yes: No:



Large rear-view mirror mounted internally shall
be supplied.

Yes: ✓ No:

Large, Heated Exterior Mirrors shall be supplied

Yes: ✓ No:

Grab bars – unit shall have 3-point contact at all times
at the front and rear of the loader and around the roof line.

Yes: ✓ No:

The cab shall have continuous and unobstructed glass
from roof line to floor for forward visibility in tight quarters

Yes: ✓ No:

Cab shall have cup holder, personal cooler holder, storage,
compartment for operator's manual, and rubber floor mat

Yes: ✓ No:

Cab shall have a solid state sealed switch module for
convenient access to light, wiper, beacon, A/C, Autoshift
and other electrical functions

Yes: ✓ No:

LOADER BUCKET:

2.75 cubic yard general purpose bucket with a bolt on
replaceable edge shall be supplied & mounted on a
Hydraulic Attachment coupler designed and built by
the loader manufacturer (quick attach system must be a
Pro Series 2000 coupler (ACS) size 30 to be compatible
With our existing attachments

Yes: ✓ No:



Bucket shall have built in replaceable heel wear plates
for extended bucket life

Yes: No:

Bucket width shall be adequate to clear the front
tires for stock piling

Yes: No:

Pallet Forks with 60" tines on a 90" carriage compatible
with the attachment coupler shall be supplied

Yes: N/A No: N/A

15. LOADER OPERATING CAPACITY:

Loader SAE operating capacity shall be 8,593 lb
minimum with the equipment specified

Yes: No:
Specify: 8840 lbs.

The SAE 40 degree full turn tipping load shall be
a minimum of 17,185 lbs. with specified equipment

Yes: No:
Specify: 17681 lbs.

SAE J732C breakout force shall be 16,682 lbs.
minimum with specified bucket.

Yes: No:
Specify: 19974 lbs.

Dump clearance, 45 degree, full height shall be
103" minimum with specified bucket.

Yes: No:
Specify: 103 "

Dump reach at full height shall be 43" minimum.

Yes: No:



Specify: 43 "

Machine shall be equipped with automatic ride control including monitor adjustable speed settings

Yes: No:

LOADER CONTROL:

Machine shall be equipped with a single joystick pilot controller with forward/neutral/reverse transmission shift switch, and gear shift buttons

Yes: No:

Third function auxiliary hydraulics will be supplied to Operate a sweeper, complete with separate control lever, with detent position & plumbing to the attachment coupler

Yes: No:

An automatic bucket leveler, return to dig and float position shall be supplied.

Yes: No:

Unit shall be equipped with selectable 'return to carry' and boom height kickout' modes

Yes: No:

17. PAINT:

Manufacturer's standard color:

Yes: No:



18. **BACK UP ALARM:**

To operate automatically when machine is operated in reverse.

Yes: No:

19. **OPERATING INSTRUCTION:**

An operator's manual shall be supplied with each unit.

Yes: No:

Provision for storage of operator's manual inside the cab

Yes: No:

Dealer to provide operator familiarization on delivery for a minimum of four operators.

Yes: No:

20. **LIGHTS:**

Two halogen driving lights with guards

Yes: No:

Four halogen work lights, two front and two rear

Yes: No:

Two rear stop and tail lights,

Yes: No:

Two front and two rear turn signal lights, two rear reflectors

Yes: No:



Star A200 amber roof mounted strobe to be mounted
for visibility from front and rear while roading

Yes: No:

WARRANTY:

State Manufacturer's standard warranty

Specify: 1 Year / UNLIMITED HOURS

A signed, statement of warranty coverage
must be supplied.

Yes: No:

22. PRODUCT SUPPORT:

Parts list and repair manual shall be supplied.

Yes: No:

The Machine shall arrive with a full tank of
Fuel, PDI completed, fully functional and ready for work.

Yes: No:

23. OPTIONAL ITEMS:

One set of four 20.5R25 Michelin SnoPlus winter
radial tires on multi piece rims

Specify: 20.5R25
MICHELIN SNOWPLUS
WINTER

Option Price: \$ 18345.37

An automatic greasing system including installation
May be required. State brand proposed, # of grease

Brand: LUBE CORE



points and size of grease reservoir and attach

Option Price: \$ 5250.⁰⁰

product literature

Provide information on optional extended warranty and cost for:

Three year / 3000 hour Powertrain Plus Hydraulic \$ 2085.⁰⁰

Five year / 5000 hour Powertrain Warranty \$ 3585.⁰⁰



City of Temiskaming Shores
PW-RFP-010-2016

Supply and Delivery of a New Articulated Four Wheel Drive Front End Loader

PW-RFP-010-2016

Contractor's submission of bid to:

The Corporation of the City of Temiskaming Shores

Stipulated Bid Price

We/I, NORTRAX CANADA INC.
(Registered Company Name/Individuals Name)

Of, 199 MUMFORD RD. UNIT F, LIVELY, ONT. P3Y 1L2
(Registered Address and Postal Code)

Business:

Phone Number (705) - 692-7272

Fax Number (705) - 692-1420

We/I hereby offer to enter into an agreement to supply and install, as required in accordance to the proposal for a price of:

	Unit price	Total with HST
Price for unit (less HST)	<u>\$171,722.⁰⁰</u>	<u>\$194,045.⁸⁶</u>

Days to deliver once awarded: 60 DAYS ARO



Proposal Evaluation Criteria

An evaluation team consisting of key municipal staff will conduct the evaluation of proposals.

The City of Temiskaming Shores reserves the right in its evaluation of the proposal to consider all pertinent criteria whether or not such criteria are contained in the Request for Proposals.

CITY PROPOSAL EVALUATION CRITERIA			MAXIMUM TOTAL POINTS
	WEIGHT	POINTS	
Qualifications, Expertise and Performance on Similar Purchases			
Past ability to complete transactions within timelines and budgets	6	10	60
Stability and reputation of firm	4	10	40
Qualifications of sales and mechanical support staff	5	10	50
Qualifications of senior staff / manager	5	10	50
20%			
Proposed Supplier Contact / Manager and Support Team			
Past experience in directing / involvement with similar purchases	5	10	50
Specialized expertise	5	10	50
Understanding of proposed goods to be provided	5	10	50
15%			
Completeness and Schedule			
Availability of key staff	5	10	50
Demonstrated customer service program	5	10	50
Methodology and Schedule for delivery of goods	5	10	50
Quality assurance program	5	10	50
Demonstrated how the firm will assist the City maintaining and servicing equipment.	5	10	50
25%			
Knowledge of City Regarding the Purchase			
Members of the team must be familiar with the City's existing fleet and maintenance staff and capabilities	10	10	100
10%			
Estimated Fees and Disbursements			
Cost estimates are evaluated for completeness and lowest is scored 10 points, next 8 points, etc. If more than 5 proposals, then only 5 lowest Bids are to receive points, and the remaining higher prices will be given 0.25 points. Prices within a small differential will be scored as equal.	30	10	300
30%			



**City of Temiskaming Shores
PW-RFP-010-2016**

Supply and Delivery of a New Articulated Four Wheel Drive Front End Loader

NON COLLUSION AFFIDAVIT

I/ We NORTRAX CANADA INC. the undersigned am fully informed respecting the preparation and contents of the attached quotation and of all pertinent circumstances respecting such bid.

Such bid is genuine and is not a collusive or sham bid.

Neither the bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham bid in connection with the work for which the attached bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the price of any bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed bid.

The price or prices 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, quotation or proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Signed

Company Name

NORTRAX CANADA INC.

Title

DEAN DERRO - GENERAL MANAGER



**City of Temiskaming Shores
PW-RFP-010-2016**

Supply and Delivery of a New Articulated Four Wheel Drive Front End Loader

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 NORTRAY-LIVELY this 17th day of MAY, 2016.

FIRM NAME: NORTRAY CANADA INC - LIVELY.

BIDDER'S AUTHORIZED OFFICIAL: DEAN DERRO

TITLE: GENERAL MANAGER

SIGNATURE: 

Subject: Bicycle Friendly Community
Committee Terms of Reference

Report No.: RS-015-2016
Agenda Date: June 7, 2016

Attachments

Appendix 01: Draft – Terms of Reference

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-015-2016;
2. That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-001 to appoint Council Committees and Council Representatives to various Boards and Committees to add Councillor Foley to the Bicycle Friendly Community Committee for consideration at the June 7, 2016 Regular Council meeting; and
3. That Council directs staff to prepare the necessary by-law for the adoption of Terms of Reference for the Bicycle Friendly Community Committee for considered at the June 7, 2016 Regular Council meeting.

Background

In June of 2015, the Timiskaming Health Unit in partnership with the City of Temiskaming Shores hosted a Share the Road Cycling Coalition Bicycle Friendly Communities Workshop.

On October 6, 2015 Council passed Resolution No. 2015-565 approving in principle the Share the Road cycling coalition Summary Report and Recommendations and directed staff to work with the committee towards a Bicycle Friendly Community within the annual operating and capital budgets and directed staff to prepare the necessary by-law to appoint members to the Bicycle Friendly Committee.

On February 16, 2016 Council passed By-law No. 2016-028 to establish a Bicycle Friendly Committee and a Healthy Kids Community Challenge Steering Committee and appointed Mayor Kidd as one of Council's representatives. Mayor Kidd has recommended that Councillor Foley be appointed as the second member from Council to the committee.

The Bicycle Friendly Community Committee (BFCC) met on Monday, March 14, 2016 to review the Terms of Reference for the Committee.

The BFCC passed the following recommendation:

Be it resolved that the Bicycle Friendly Community Committee directs staff to edit the Terms of Reference to include two representatives from Council and submit the Terms of Reference to Council for consideration at the April 19, 2016 Regular Council meeting.

At the May 3, 2016 Regular Council meeting Council proclaimed the week of May 30th to June 3rd, 2016 as Bike Week in Temiskaming Shores.

Analysis

Attached as Appendix No. 01 to the report is the Draft Terms of Reference.

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 costs associated with the adoption of the BFCC Terms of Reference.

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”

Tammie Caldwell
Director of Recreation Services

Christopher W. Oslund
City Manager

The Corporation of the City of Temiskaming Shores

By-law No. 2016-000

**Being a by-law to adopt Terms of Reference for the Bicycle
Friendly Community Committee**

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 RS-015-2016 at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law for the adoption of Terms of Reference for the Bicycle Friendly Community Committee for consideration at the June 7, 2016 Regular Council meeting;

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

1. That Council adopts Terms of Reference for the Bicycle Friendly Community Committee identified as Schedule "A", attached hereto 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, second and third time and finally passed this 7th day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law No. 2016-000

**Terms of Reference
Bicycle Friendly Community Committee**

City of Temiskaming Shores Bicycle Friendly Committee Terms of Reference

1.0 Background

A municipal Council may by law establish for its purposes, a Bicycle Friendly Community Committee.

In establishing a Bicycle Friendly Committee, Council recognizes the importance of cycling in terms of creating community and as an indicator of a healthy, vibrant and active community and is based on the essential elements including engineering, education, encouragement, enforcement, evaluation and planning.

2.0 Mission Statement

The City of Temiskaming Shores Bicycle Friendly Committee will aspire to be a great place for people to ride their bikes. Temiskaming Shores’ culture of outdoor activity and recreation will have extended to include walking and cycling through the community, with community members feeling increasingly comfortable exploring Temiskaming Shores’ natural assets and urban environments by foot or bike.

3.0 Definitions

City means The Corporation of the City of Temiskaming Shores;

Committee means the Bicycle Friendly Committee;

Council means the Council of the City of Temiskaming Shores;

Municipality means the land within the geographic limits of the City of Temiskaming Shores;

Pecuniary Interest means a direct or indirect interest within the meaning of the municipal Conflict of Interest Act, R.S.O, 1990, chapter M.50, as amended, and any subsequent legislation thereto;

Timely manner means within fifteen (15) business days, excluding holidays

4.0 Accountability

4.1 The Temiskaming Shores Bicycle Friendly Committee is deemed a Committee of Council and except where prescribed herein functions in accordance with Sec. 2.1

“General Provisions” prescribed in the City of Temiskaming Shores Procedural By-law No. 2008-160, as amended which reads;

2.1 “The rules and regulations contained in the By-law shall be observed in all proceedings of Council and shall be the rules and regulations for the order and dispatch of business of the council and wherever possible, with the necessary modifications, for all committees of Council, unless otherwise prescribed.”

5.0 Membership

5.1 Two members of Council will be appointed by Council to the Bicycle Friendly Committee in accordance with Sec. 3.5 of the City of Temiskaming Shores Procedural By-law No. 2008-160, as amended which reads;

3.5 “At the Inaugural Meeting all required Council appointments to local boards and committees shall be appointed for the term of Council unless otherwise provided by statute or by-law.”

In addition, the Mayor may sit as an ex officio member.

5.2 The Committee will consist of a minimum of three (3) voting members of the public and may include up to seven (7) voting members of the public.

5.3 Quorum of the Bicycle Friendly Committee will be 50% + 1 of the members appointed to the Committee.

5.4 Every member of Council who shall be present (including the Chairperson) when a question is put shall vote thereon unless he/she is disqualified to vote on the question. (I.e. declared pecuniary interest)

5.5 The Bicycle Friendly Committee will meet quarterly (January, May, September)

5.6 The City will assign a staff person (member) who shall act as Secretary to the Committee, and be responsible for the preparation and distribution of minutes, keeping of files and records, the preparation and distribution of agendas, and as a resource for information gathering for the Committee.

5.7 Members of the Bicycle Friendly Committee shall serve at the pleasure of Council without remuneration.

5.8 With respect to member appointments to the Bicycle Friendly Committee, Council shall take into consideration an applicant’s special expertise, experience and commitment to promoting and facilitating community recreation.

5.9 A Committee member shall hold office for a term concurrently with the term of the appointing Council, or until successors are appointed, and may be appointed for one or more further terms.

- 6.0 The City shall advertise for Committee Members at the beginning of each new Term of Council and on an as needed basis throughout the Term.

6.0 Conduct of Members

- 6.1 No member, individually or as a group, shall provide comment, opinion or make representation of any kind to any person or group with respect to any matter or thing relating to the function of the Bicycle Friendly Committee or Council unless authorized to do so by a resolution of the Bicycle Friendly Committee or Council.
- 6.2 Should a member knowingly violate City policies, or conducts themselves in a manner deleterious to the achievement of the mandate and vision of the Bicycle Friendly Committee in respect to their membership on the Bicycle Friendly Committee, which results in, or has the potential to result in liability/exposure to the City, Council may repeal the appointment.
- 6.3 No member shall make any commitments, financial or otherwise, in respect of the City or the Bicycle Friendly Committee or in any manner enter into any form of agreement, or receive other inducements or benefits either individually or as a group with respect of their membership on the Bicycle Friendly Committee.
- 6.4 Where applicable, members shall declare a conflict of pecuniary interest and shall at all time conform with the requirements of Section 22 – “Conflict of Interest” prescribed in the City of Temiskaming Shores Procedural By-law No. 2008-160.
- 6.5 Should a member fail to participate in three (3) consecutive regular meetings, or more than 50% of all regular meetings of the Committee in any calendar year exclusive of a granted leave of absence, Council may repeal the appointment.
- 6.6 Should a member request a leave of absence from the Committee, such request shall not exceed six (6) months in length and shall be made to Council through the committee.

7.0 Reporting and Monitoring

The Bicycle Friendly Committee will provide Council with minutes of meetings and report on specific matters as necessary. Once approved, these minutes will be posted on the City’s website.

8.0 Objectives

The Objectives of the Temiskaming Shores Bicycle Friendly Committee are to:

1. Advise Council on matters of a Bicycle Friendly Community including engineering, education, encouragement, enforcement, evaluation and planning, and assist Council in carrying out its bicycle friendly community program.
2. Act as a liaison between Council and the community with respect to all aspects of a bicycle friendly community within the municipality, including input in Recreation planning.
3. Provide the community with a resource and instrument for the development and implementation of a Bicycle Friendly Community
4. Promote awareness, education and participation in cycling.

9.0 Roles and Responsibilities

- 9.1 The Committee will act in an advisory capacity to Council in matters pertaining to a Bicycle Friendly Community and will;
 - Cooperate with other governmental agencies and civic groups in the advancement of sound cycling and walking infrastructure and programs.
- 9.2 Make recommendations to Council regarding:
 - Cycling and walking infrastructure that may exist or may be needed
 - The coordination of cycling/walking infrastructure and programs with the programs of other agencies and voluntary organizations so as to ensure the most effective use is being made of community resources.
 - Assist in bringing together informal groups to determine the cycling/walking infrastructure and programming needs of the community, and assist in cooperative planning and
 - Consider and make recommendations with respect to such issues as referred to from time to time by staff
- 9.3 Community Involvement and Liaison with Community
 - Develop and maintain a liaison with community groups and individuals within the municipality, District, Province, and at the Federal level, that share the objectives of the Committee in order to foster their joint objectives.
- 9.4 Information and Education
 - Educate the community to encourage an active and healthy community
 - Educate the community as to the role and function of the Bicycle Friendly Committee.

- Develop partnerships with the community and private sector for activities and projects that raise awareness, educate and inform the public of the benefits of a Bicycle Friendly Community in terms of personal health and wellness, strengthening communities through social interaction, volunteerism, civic pride and aesthetics, safe communities, and community leadership.

Subject: Charter for Recreation and
Parks in Ontario

Report No.: RS-016-2016
Agenda Date: June 7, 2016

Attachments

Appendix 01: Charter for Recreation and Parks in Ontario

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-016-2016; and
2. That Council directs staff to prepare the necessary by-law to adopt the Charter for Recreation and Parks in Ontario in principle at the June 7, 2016 Regular Council meeting.

Background

Recreation and parks services contribute to the quality of life in a community, the health of its citizens and to the sustainability of the environment. In every community, recreation and parks make a real and measurable impact on the lives of Ontarians. Research has shown that recreation and parks contribute to physical and mental health, acts as a protective factor for youth-at-risk and helps improve the circumstances for those living in poverty. Parks and Recreation Ontario is working diligently to ensure that there is equitable access for all Ontarians, that public infrastructure and programs are responsive to community needs and that public parks are protected.

Senior leaders of municipal recreation and parks came together from across Ontario to develop and promote a clear vision for the recreation and parks sector in 2007. This vision has been developed in the form of a ***Charter for Recreation and Parks in Ontario***, attached as Appendix No. 01 to this report.

The Charter states that all Ontarians have fundamental rights to access parks and recreation experiences and to enjoy the health and quality of life benefits that these experiences provide, including participation, active living, access to nature and the outdoors, enriching experiences, and a welcoming and inclusive community and engagement.

Analysis

The City of Temiskaming Shores plays an active and important role in the development and promotion of recreation, leisure and sport opportunities including parks, playgrounds, soccer and ball fields, tennis courts, 3 on 3 basketball courts, marinas, Bucke Park, trails, arena's and the Waterfront Pool/Fitness Centre. Beyond the infrastructure the municipality works in partnership with a variety of sport and recreation organizations to assist in programming in these venues as well as the most recent Healthy Kids Community Challenge, Age Friendly Community Plan and the Bicycle Friendly Community initiative.

At the regular meeting of the Recreation Services Committee of May 9, 2016 the Charter for Recreation and Parks in Ontario was discussed and the following recommendation put forward:

Recommendation RS-2016-051

Be it recommended that:

1. The Recreation Services Committee acknowledges the presentation by Tammy Borgen-Flood in regard to the Charter for Recreation and Parks in Ontario; and
2. The Recreation Services Committee supports and endorses the adoption of the Charter for Recreation and Parks in Ontario and directs staff to submit a report to Council at the June 7, 2016 Regular Council meeting for consideration.

Recreation and parks are essential to the quality of life in our community and can help to overcome the significant challenges facing communities today, including physical inactivity, the rising cost of health care, a rise in youth violence and the protection of our environment. Research has shown that an investment in a preventative health model that includes recreation has significant economic returns.

The adoption of the Charter for Recreation in Ontario is a proactive approach to moving towards a healthy, active and prosperous community.

Financial / Staffing Implications

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

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

The Charter speaks to the affordability to participate in recreation, the municipality has and will continue to consider the cost to participate in organized sport when reviewing annual operating and capital budgets. The Community Needs Assessment completed through the Healthy Kids Community Challenge in 2015 determined that the community has a high percentage of families living in low income households suggesting that many families are potentially having difficulty meeting their basic needs.

Alternatives

No alternative is being proposed.

Submission

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Tammie Caldwell
Director of Recreation Services

Christopher W. Oslund
City Manager

Charter for Recreation and Parks in Ontario



Everyone in Ontario has a right to quality, accessible and inclusive recreation and parks services in their communities – services that are essential for the health of Ontarians, the quality of life in our communities, and the sustainability of our environment.

Recreation and Parks Rights of Ontarians

Every citizen in Ontario has the right and freedom to:

- **Participation**
Participate in safe, affordable and quality recreation programs that are in harmony with the diversity of the community.
- **Active Living**
Be physically active through participation in both organized and informal sport and recreation activities.
- **Access to Nature and the Outdoors**
Experience nature and access open spaces within their communities.
- **Enriching Experiences**
Experience the arts, cultural, heritage, sport and recreation activities in their communities.
- **A Welcoming and Inclusive Community**
Be included in activities that build strong communities, engaged citizens and a healthy family life.
- **Engagement**
Be engaged in the planning of recreation and parks in their communities and to participate in volunteer activities.

Recreation and parks can help us to overcome the significant challenges facing our communities today, including physical inactivity and the rising cost of health care, a rise in youth violence and the protection of our environment.

GOALS for Ontario Communities

To fulfill the Recreation and Parks Rights of Ontarians, every community provides these opportunities and services:

- Active transportation opportunities – i.e. accessible and inclusive human-powered forms of travel that enable people to walk or bike safely around their community.
- Safe, accessible and sustainable facilities, parks, trails and natural spaces.
- Programs (formal and informal), that are responsive to and inclusive of community needs.
- Events that bring people together and build community pride and spirit.

To achieve these goals, every community:

- 1) Has a partnership for action supported by grassroots champions and professional competence (staff and/or volunteer).
- 2) Develops and implements a viable, comprehensive recreation and parks strategy as a vital part of a healthy, active community strategy.
- 3) Exhibits strong collaboration among recreation, education, health, social and other human services.
- 4) Develops and implements policies and standards that exceed current regulations in each of the following areas of parks and recreation services:
 - Affordable access to recreation
 - Infrastructure and lifecycle replacement of parks and rec facilities
 - Screening and training of recreation and parks staff and volunteers
 - Healthy child development based on the UN Charter on the Rights of the Child
 - Learn life skills, such as swimming
- 5) Ensures a sustainable recreation and parks system through continued capital and operating investment, in cooperation with the public and private sectors (i.e. municipal, not-for-profit, foundations, and industry).
- 6) Has the capacity to measure and account for its progress and performance.

The ROLE of Ontario's Recreation and Park Leaders

To support the Goals for Ontario Communities, the recreation and parks sector takes responsibility to:

- Be a strong voice in shaping and influencing public policy.
- Use effective systems for recruiting and developing the qualified human resources necessary to plan and deliver programs.
- Improve public awareness of the importance and benefits of recreation and parks in order to enhance the position of parks and recreation on the public agenda.
- Provide effective and timely applied research that supports the understanding of how recreation and parks contributes to inclusive, healthy, and sustainable communities.
- Be recognized as an active and valued partner in cross-sectoral collaborations.
- Undertake innovative and evidence-based approaches.

Why this Charter is Important

Recreation and parks services contribute to the quality of life in our communities, the health of Ontarians and to the sustainability of our environment. In every community, recreation and parks makes a real and measurable impact on the lives of Ontarians. Research has shown that recreation and parks contributes to physical and mental health, acts as a protective factor for youth-at-risk and helps improve the circumstances for those living in poverty.

We must ensure that there is equitable access for all Ontarians, that our infrastructure and programs are responsive to community needs, and that our parks are protected.

This is why a "Charter for Recreation and Parks in Ontario" was created. While every community in Ontario is unique, there are common goals that all communities should strive to achieve to ensure that all of their citizens are able to enjoy the significant benefits provided by recreation and parks.

This charter supports a community's commitment to ensuring that their citizens' right to recreation and parks services is met.

Charter Development: Background

Senior leaders of recreation and parks services, representing small and large communities from across Ontario, have identified common issues and challenges facing municipalities. The number one priority identified is the need to ensure that the significant values and benefits of recreation and parks are:

- a) clearly understood as a significant contributor to healthy, sustainable communities; and
- b) realized by all Ontarians through effective infrastructure and delivery of services.

A task force was commissioned to work in cooperation with the boards of organizations in parks and recreation to develop a charter to:

- provide a common vision that communities can use to support and raise awareness of the value and benefits of recreation and parks; and
- provide common goals that can help to guide recreation and parks service delivery and evaluation.

In February 2008, the task force presented a "Draft Charter" to the delegates of a provincial Senior Managers' Institute. Their review, revisions and subsequent ratification provided the basis for the content of this Charter for Recreation and Parks in Ontario.

Glossary of Terms

Accessible: Citizens are able to access (recreation and parks) services without having to surmount undue obstacles or barriers.

Active living: A way of life in which physical, social, mental, emotional and spiritual activities are valued and are integrated into daily living.

Active transportation: Active transportation is any form of self-propelled (i.e. non-motorized) mode of transportation that uses human energy, such as walking, cycling or in-line skating.

Cross-sectoral collaboration: Different sectors (e.g. health, social services, economic development) working together to solve a common problem or achieve a common objective.

Facilities: Built or enclosed structures used for community recreation and leisure. May include multi-purpose recreation/fitness facilities, soccer fields, ball diamonds, arenas, pools as well as recreation centres, seniors' centres and community buildings.

Inclusive: Creating an environment where everyone, regardless of circumstance, is able to participate fully in their community to the best of their abilities and desires. Inclusive communities, programs and services are (to the greatest extent possible): accessible to those who cannot afford to pay; barrier free; able to accommodate special needs; safe and hate-free; and include activities that value and incorporate diversity in culture, race, language and sexual orientation; and that support gender equality.

Natural environment: The air, land and water, or any combination or part thereof, that occurs naturally within an area. May include lakes, rivers, forests, ravines and grasslands.

Parks and open space: Includes all outdoor open spaces that provide opportunities and benefits for active, passive and organized community recreation and leisure; contribute to the preservation and protection of open space and the environment; and are generally accessible to the public. May include parklands, trails, forests, wetlands and beaches.

Recreation: Includes all of those activities in which individuals choose to participate in during leisure time. Activities are not confined solely to sports and physical recreation programs, but include artistic, creative, cultural, social and intellectual activities. Defining attributes of recreation include: physical and artistic experiences; activities freely chosen by participants (non-mandatory and occurring out of school); opportunity for progressive skill development and fun.

Sustainable: Can be continued in the future and uses natural and human resources in a way that does not jeopardize the opportunities of future generations.

Contact

For further information about the Charter:

Parks and Recreation Ontario • 416-426-7142 • www.prontario.org • pro@prontario.org

The Corporation of the City of Temiskaming Shores

By-law No. 2016-087

**Being a by-law to authorize a Lease Agreement with the
Timiskaming Tumblers Gymnastics Club for the
Don Shepherdson Memorial Arena Hall**

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 RS-012-2016 at the May 17, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with the Timiskaming Tumblers Gymnastics Club for the lease of the Don Shepherdson Memorial Arena Hall facility for consideration at the June 7, 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 the Mayor and Clerk be authorized to enter into an Lease Agreement with the Timiskaming Tumblers Gymnastics Club for a five (5) year lease of the Don Shepherdson Memorial Arena Hall, a copy of which is attached hereto as **Schedule "A"** and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the by-law and schedule as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

Read a first, second and third time and finally passed this 7th day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

Schedule "A" to By-law No. 2016-087

Dated this 7th day of June, 2016

Lease Agreement

- between -

The Corporation of the City Of Temiskaming Shores

- and -

Timiskaming Tumblers Gymnastics Club

LEASE

of the Don Shepherdson Memorial Arena Hall

Administered by:
The Corporation of the City of Temiskaming Shores
P.O. Box 2050
Haileybury, Ontario
P0J 1K0

This Lease made this 7th day of June, 2016.

Between:

The Corporation of the City Of Temiskaming Shores

(hereinafter called the "Landlord")

And:

Temiskaming Tumbler's Gymnastics Club

(hereinafter called the "Tenant")

Whereas the Landlord is the owner of the lands described as follows: the Don Shepherdson Memorial Arena, 75 Wellington Street South, in the City of Temiskaming Shores, District of Timiskaming, Province of Ontario; and

Whereas the Timiskaming Tumblers Gymnastics Club desires to rent the upstairs arena hall (85 ft. x 50 ft.), kitchen area and washrooms at the Don Shepherdson Memorial Arena (hereinafter called the "Premises") having an entrance off of Wellington Street; and

Now therefore, in consideration of the rents reserved and the covenants and provisos contained herein on the part of the Tenant, the Landlord agrees to hereby lease to the Tenant the Premises described herein for a term commencing on the 1st day of May, 2016 and ending on the 30th day of April 2021.

1. Leased Premises

The Landlord hereby demises and leases to the Tenant the upstairs hall of the Don Shepherdson Memorial Arena located at 75 Wellington Street, New Liskeard, Ontario hereinafter called the "premises".

Ingress and Egress

Together with the right of ingress and egress for the Tenant's employees, servants and agents, customers, patients and invitees, and the use of entrances, lobbies, hallways, stairways, driveways, sidewalks, common loading and stopping areas in and about the Lands and Building (hereinafter called the "common areas").

2. Term

To hold the premises for a term commencing on the **1st day of May, 2016** and ending on the **30th day of April, 2021**.

3. Rent

To pay rent in the amount of **\$7,500 plus HST** per annum payable in 12 monthly instalments.

The parties hereby acknowledge and agree that the Timiskaming Tumblers Gymnastics Club has paid \$3,000 for the period covering January 1, 2016 to April 30, 2016 on a month-by-month basis. The remaining rental fee for 2016 has been pro-rated in the following schedule to reflect these payments.

The annual rental fee shall be increased by 3% each year effective the first day of January as per the following schedule.

May 1, 2016 to December 31, 2016	\$ 4,500.00	(\$562.50 per month)*
January 1, 2017 to December 31, 2017	\$ 7,725.00	(\$643.75 per month)*
January 1, 2018 to December 31, 2018	\$ 7,956.75	(\$663.06 per month)*
January 1, 2019 to December 31, 2019	\$ 8,195.45	(\$682.95 per month)*
January 1, 2020 to December 31, 2020	\$ 8,441.31	(\$703.44 per month)*
January 1, 2021 to April 30, 2021	\$ 2,898.18	(\$724.55 per month)*

* plus HST

4. Tenant Covenants:

The Tenant covenants with the Landlord as follows;

- a) **Maintenance** — to be responsible for the daily cleaning of the premises and the provision of paper products for the washrooms.
- b) **Compliance with by-laws** — to comply with and conform to the requirements of every applicable statute, law, by-law, regulation, requirement and order from time to time in force during the term of this agreement, and any extension thereof, affecting the condition, maintenance, use or occupation of the Lands or the Building; and in so doing the Tenant shall make the necessary alterations, repair, or addition to or deletion from any part of the Building or any equipment or other facility used in connection with or appurtenant to the Lands provided that the use of any part of the Lands as a non-conforming use under the applicable zoning by-law is not a violation of the provisions of this paragraph.
- c) **Repair** - to repair, reasonable wear and tear and damage by fire, lightning and tempest only excepted; and to permit the Landlord to enter and view the state of repair and to repair according to notice in writing, reasonable wear and tear and damage by fire, lightning and tempest only excepted. and to leave the premises in

good repair, reasonable wear and tear and damage by fire, lightning and tempest only excepted.

- d) **Assigning or subletting** - not to assign, sublet or part with possession of any part of the premises without leave of the Landlord.
- e) **Entry by Landlord** - to permit the Landlord or its agents to enter upon the premises at any time and from time to time for the purpose of inspecting and making repairs, alterations or improvements to the premises or to the building, and the Tenant shall not be entitled to compensation for any inconvenience, nuisance, or discomfort occasioned thereby; provided that the Landlord shall give reasonable advance notice to avoid inconvenience to the Tenant.
- f) **Indemnity** - to indemnify and save harmless the Landlord against and from any and all claims by or on behalf of any person or persons, firm or firms, or corporation or corporations arising from the conduct or any work, by or through any act of negligence of the Tenant or any assignee, subtenant, agent, contractor, servants, employee or licensee of the Tenant.
- g) **Insurance** - the tenant shall maintain adequate insurance coverage on its equipment, supplies, inventory and the Tenant's fixtures and all other property belonging to it. The Tenant agrees to not carry on or permit to be carried on any business in the Building which may make void or voidable any insurance held by the Landlord or other occupants of the Building.

The tenant will keep in force a full policy of public liability insurance with respect to the business operated by the Tenant in the Leased Premises. The policy shall name the Landlord and Tenant as insured and shall contain a clause that the insurer will not cancel or change the insurance without first giving the Landlord 10 days written notice. A certificate of such insurance shall be delivered to the Landlord prior to the commencement of the term.

- h) **Alterations** - not to make or erect in or to the premises any installation, alteration, addition, or partition without submitting plans and specifications to the Landlord and obtaining the Landlord's prior written consent (in each instance).
 - i) **Name of building** - not to refer to the building by any other name other than that designated from time to time by the Landlord nor use the name of the building for any purpose except as the business address of the Tenant;
 - j) **Signs** — not to use the outer walls or windows of the premises for any signage, notice or name plate except as approved by the Landlord.
 - k) **Termination by Tenant** – notwithstanding any unexpired term of this agreement, in the event that the Tenant is not otherwise in default of the terms of this lease, he shall be entitled to terminate this lease upon giving 60 days written notice to the Landlord and upon payment to the Landlord of a penalty

equal to three months rental and they must have the property vacated by the final day of their 60 days notice.

5. Landlord’s Covenants:

The Landlord covenants with the Tenant;

- a) **Quiet enjoyment** - for the quiet enjoyment.
- b) **Taxes** – to pay all property taxes and rates that may be levied against the premises.
- c) **Electricity and Water** - to pay for the electricity supplied to the premises and any water/sewer charges levied against the premises.
- d) **Heat** - to heat the premises.
- e) **Insurance** - The Landlord shall maintain adequate fire and other perils insurance coverage on the Leased premises.
- f) **Structural soundness** - to keep the premises and common areas structurally sound and to look after any structural defects which may arise.
- g) **Termination by Landlord** – notwithstanding any unexpired term of this agreement, the Landlord shall be entitled to terminate this lease upon giving 60 days written notice to the Tenant.

6. General Provisos

Provided always and it is hereby agreed as follows:

- a) **Fixtures** - The Tenant may remove his fixtures, but all installations, alterations, additions, partitions and fixtures except trade or Tenant's fixtures in or upon the premises, whether placed there by the Tenant or by the Landlord, shall be the Landlord's property without compensation therefore to the Tenant and shall not be removed from the premises at any time (either during or after the term).
- b) **Fire** - In case of damage to the premises by fire, lightning or tempest, rent shall cease until the premises are rebuilt; and the Landlord, instead of re-building or making the premises fit for the purpose of the Tenant, may at its option terminate this lease on giving to the Tenant within thirty days after such fire, lightning or tempest, notice in writing of its intention (so to do) and thereupon rent and any other payments for which the Tenant is liable under this lease shall be apportioned

and paid to the date of such fire, lightning or tempest, and the Tenant shall immediately deliver up possession of the premises to the Landlord.

- c) **Damage to property** - The Landlord shall not be liable nor responsible in any way for any loss of or damage or injury to any property belonging to the Tenant or to the employees of the Tenant or to any other person while in the building or in the yard of the building unless such loss, damage or injury shall be caused by the negligence of the Landlord or its employees, servants or agents for any damage to any such property caused by steam, water, rain or snow which may leak into, issue or flow from any part of the building or from the water, steam or drainage of the building or from any other place or quarter nor for any damage caused by or attributable to the condition or arrangement of any electric or other wiring omitted by any other Tenant;
- d) **Impossibility of performance** - It is understood and agreed that whenever and to the extent that the Landlord shall be unable to fulfil, or shall be delayed or restricted in fulfilling any obligation hereunder for the supply or provision of any service or utility or the doing of any work or the making of any repairs because it is unable to obtain the material, goods, equipment, service, utility or labour required to enable it to fulfil such obligations or by reason of any statute, law or order-in-council or any regulation or order passed or made pursuant thereto or by reason of the order or direction of any administrator, controller or board, or any government department or officer or other authority, or by reason of not being able to obtain any permission or authority required thereby, or by reason of any other cause beyond its control whether of the foregoing character or not, the Landlord shall be relieved from the fulfilment of such obligation and the Tenant shall not be entitled to compensation for any inconvenience, nuisance or discomfort thereby occasioned.
- e) **Default of Tenant** - If the rent reserved or any part thereof shall not be paid on the day appointed for payment, whether lawfully demanded or not, or in case of breach or non-observance or non-performance of any of the covenants or agreements or rules or regulations herein contained or referred to on the part of the Tenant to be observed and performed, or in case the premises shall be vacated or remain unoccupied or in case the term shall be taken in execution or attachment for any cause whatsoever, (and in every such case) the Landlord shall be entitled thereafter to enter (into and) upon the premises (or any part thereof in the name of the whole) and the same to (have again), repossess and enjoy as of its former estate, anything herein contained to the contrary notwithstanding.
- f) **Non-waiver** - Any condoning, excusing or overlooking by the Landlord of any default, breach or non-observance by the Tenant at any time in respect of any covenant, provision or condition herein contained shall not operate as a waiver of the Landlord's rights hereunder in respect of any subsequent default, breach or non-observance, and shall not defeat or affect in any way the rights of the Landlord herein in respect to any default, breach or non-observance by the Landlord, mutatis mutandis.

- g) **Monthly tenancy** - If the Tenant shall continue to occupy the premises after the expiration of this lease and without any further written agreement, the Tenant shall be a monthly Tenant at the monthly rental herein mentioned and on the terms and conditions herein set out except as to length of tenancy.
- h) **Notices** — All notices given pursuant to this lease are sufficiently given if mailed, prepaid and registered, in the case of the Landlord, addressed as follows:

City of Temiskaming Shores
P.O. Box 2050
Haileybury, Ontario
P0J JK0

and in the case of the Tenant addressed to the Tenant at:

Timiskaming Tumblers Gymnastics Club
c/o P.O. Box 1161
New Liskeard, Ontario
P0J IP0

unless either party gives notice to the other of a change of address by registered mail. The date of receipt of any notice is deemed to be seven days after mailing.

- i) **Amendment** — This lease may not be modified or amended except by an instrument in writing signed by the parties hereto or by their successors or assigns.
- j) **Binding Effect** — The terms and provisions of this lease extend to, are binding upon and ensure to the benefit of the parties, their successors and assigns and shall be interpreted according to the laws of the Province of Ontario.
- k) **Captions** — The captions appearing at the headings of the paragraphs in this lease have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope of meaning of this lease or any of its provisions.

Remainder of this page left blank Intentionally

In witness whereof the parties have executed this Agreement the 7th day of June, 2016

Signed and Sealed in)
the presence of)

Timiskaming Tumblers Gymnastics Club

Kathy Demarce

Witness

Print Name: _____

Title: _____

Municipal Seal)

**Corporation of the City of
Temiskaming Shores**

Mayor - Carman Kidd

Clerk – Dave B. Treen

The Corporation of the City of Temiskaming Shores

By-law No. 2016-100

**Being a by-law to enter into a Cost Sharing Agreement
with Conseil Scolaire Catholique de District de Grandes
Rivieres for upgrades to the Dymond Reservoir to
accommodate a dedicated water service to Ecole
Catholique St. Michel**

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 Memo No. 014-2016-PW at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to enter into a cost sharing agreement with Conseil Scolaire Catholique de District des Grandes Rivieres for upgrades to the Dymond Reservoir to accommodate a dedicated water service to Ecole Catholique St. Michel for consideration at the June 7, 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 a Cost Sharing Agreement with Conseil Scolaire Catholique de District des Grandes Rivieres for upgrades to the Dymond Reservoir to accommodate a dedicated water service to Ecole Catholique St. Michel to a maximum of \$100,000, 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 7th day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law 2016-100

Cost Sharing Agreement between

The Corporation of the City of Temiskaming Shores

and

Conseil Scolaire Catholique de District des Grandes Rivières

for upgrades to the Dymond Reservoir

AGREEMENT

THIS AGREEMENT is made this day of June, 2016

BETWEEN:

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES
325 Farr Drive, Box 2050, Haileybury, Ontario P0J 1K0
(hereinafter referred to as the “City”)

OF THE FIRST PART

-and-

Conseil Scolaire Catholique de District des Grandes Rivières
896 Riverside Drive, Timmins, ON P4N 3W2
(hereinafter referred to as “CSCDGR”)

OF THE SECOND PART

WITNESS THAT:

WHEREAS CSCDGR has submitted a Building Permit Application to the City for the construction of an addition to Ecole Catholique St. Michel located at 998075 Highway 11.

AND WHEREAS CSCDGR has requested a connection to the Citys’ municipal water for the required fire suppression.

AND WHEREAS The City by its agent, EXP Services Inc., has identified that a dedicated water main from the Dymond reservoir is required to meet the fire suppression flow requirements identified by WSP Canada Inc., the agent of CSCDGR.

AND WHEREAS CSCDGR acknowledges and agrees that it will directly benefit from the necessary upgrades required within the Dymond Reservoir to have the dedicated water main commissioned.

AND WHEREAS the City and CSCDGR have agreed to enter into the within cost sharing agreement for the payment of the costs of the required upgrades to the Dymond Reservoir as outlined by EXP Services Inc.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of the promises and the covenants herein contained, the Parties hereto hereby mutually agree as follows:

Part I - DEFINITIONS

1. In this Agreement,
 - a. "Agreement" means this Agreement and the Schedules attached thereto and any documents incorporation by reference;
 - b. "Costs" means the costs required to complete the Dymond Reservoir Upgrade Project which shall include the engineering design, contract administration, permit/application fees, construction and material costs for the Project;
 - c. "Cost Sharing" means that the City shall be responsible for 50% of the Costs of the Dymond Reservoir Upgrade Project up to a maximum of \$100,000.00 and CSCDGR shall be responsible for 50% of the Costs and/or the remaining Costs to complete the project which Costs shall be repayable by CSCDGR in the form of payment upon receipt of invoice provided by the City;
 - d. "Dymond Reservoir Upgrade Project" means the necessary upgrades solely within the Dymond Reservoir to allow for the installation and commissioning of a dedicated water main for fire suppression for the addition and more particularly detailed in the scope of work at paragraph 3 herein; and
 - e. "Parties" means the Corporation of the City of Temiskaming Shores and Conseil Scolaire Catholique de District des Grandes Rivieres.

Part II - SCHEDULES

2. Schedule "A" – Detailed Cost Estimate prepared by EXP Services Inc.

Part III - TERMS AND CONDITIONS

SCOPE OF WORK

3. The Parties understand and agree that the work consists of the detailed design, engineering, construction administration, construction and related works required to upgrade the Dymond Reservoir to allow for the installation and commissioning of a dedicated water main for fire suppression and domestic water supply which is more particularly set out in the Detailed Cost Estimate prepared by EXP Services Inc. attached as Schedule "A".

COST SHARING

4. The Parties acknowledge and agree that the City shall be responsible for 50% of the Costs of the Dymond Reservoir Upgrade Project up to a maximum of \$100,000.00 and that CSCDGR shall be responsible for 50% of the Costs and/or the remaining Costs to complete the Dymond Reservoir Upgrade Project.

5. The Costs payable by CSCDGR shall be repayable to the City in the form of payment upon receipt of invoice provided by the City at the time of completion of the Dymond Reservoir Upgrade Project.
6. The Parties acknowledge and agree that the actual Costs of the Dymond Reservoir Upgrade Project are unknown at the time of the drafting of the within Agreement and that it is the Parties' intention to be responsible for their respective share of the actual Costs incurred to complete the scope of work as outlined herein. In the event that there is necessary work to be done outside the scope of work as outlined in Schedule A, or the Dymond Reservoir Project will be over budget, any purchase must be agreed upon by both Parties.
7. In the event of a default of payment as outlined in paragraph 5 above, interest on any monies owing to the City shall accrue from the date upon which payment was due until the monies are paid in full at the rate of fifteen percent (15%).
8. CSCDGR shall not be permitted to assign the within Agreement without the express written consent of the City.
9. In the event that CSCDGR is no longer in need of the dedicated water main and the Dymond Reservoir Upgrade Project has commenced or has been completed, CSCDGR will be responsible to pay 100% of the actual Costs incurred to complete the scope of work as outlined herein.
10. In the event that CSCDGR requests that the City complete additional work with regard to the Dymond Reservoir Upgrade Project which is not covered by the scope of work and the current Agreement then, unless otherwise agreed to in writing, CSCDGR shall pay to the City:
 - (a) the costs incurred by the City in carrying out the request;
 - (b) the cost of materials, labour, engineering and any other expenses associated with carrying out the request; and
 - (c) the costs shall immediately be due and payable and shall not form part of the within payment arrangement as outlined in paragraph 5 herein.
11. CSCDGR shall be solely responsible for the costs associated with the installation, commissioning and connection of the dedicated water main 1 meter outside the Dymond Reservoir and beyond.
12. CSCDGR shall not allow any person or party to connect to the dedicated water main without the prior written permission of the City.
13. The City shall provide CSCDGR with the information regarding the Costs incurred for the Dymond Reservoir Upgrade Project upon request and/or upon the completion of the Dymond Reservoir Upgrade Project.

DESIGN AND CONSTRUCTION

14. The City, at its sole discretion, shall undertake the construction of the Dymond Reservoir Upgrade Project in accordance with the scope of work outlined herein.

15. The Parties agree that the City's current tender procedures and policies, as amended from time to time, shall be followed and utilized for the tendering of the work required under the scope of work outlined herein. The City will be responsible for the work required as well as the tender procedures for this scope of work.
16. CSCDGR agrees to the City hiring Exp Services Inc. to complete the detailed design, document preparation and contract administration for the proposed upgrades. The Parties agree that these costs shall form part of the Costs of the Dymond Reservoir Upgrade Project.
17. The Parties agree and acknowledge that the costs and expenses associated with the installation and commissioning of the dedicated water main 1 meter outside the Dymond Reservoir and beyond shall be specifically excluded from the Costs of the Dymond Reservoir Upgrade Project and shall not form part of the within Agreement and are the sole responsibility of CSCDGR.
18. The City shall be responsible to obtain any necessary approvals and/or permits from any Ministry or other body if same is required for the upgrades to the Dymond Reservoir. Any costs associated with these approvals and/or permits shall form part of the Costs of the Dymond Reservoir Upgrade Project.

GENERAL PROVISIONS

19. Upon delivery of the necessary equipment and material, the City will ensure that completion of the Dymond Reservoir Upgrade Project is done within a reasonable timeframe with anticipated completion by the end of 2016.
20. Upon completion of testing and commissioning of the 200 dia. water service, the municipality will assume ownership of the 200 dia. Water service from the Dymond Reservoir to the water valve at the CSCDGR south property line. No other connection can be made to this dedicated water service unless mutually agreed upon by both Parties.
21. The Parties agree that nothing herein contained shall be deemed or construed so as to make, render or constitute any of the Parties hereto partners to one another.
22. The City and CSCDGR hereby indemnify and save each other harmless from any third party claims arising by reason of a default of one of the Parties to this Agreement.
23. This Agreement shall be governed by the laws of the Province of Ontario and the laws of Canada applicable herein.
24. Any changes, alterations or amendments to this Agreement shall be made in writing and mutually agreed upon by the Parties.
25. This Agreement and any document required to be signed by the City or CSCDGR may be so executed in counterpart and a complete set of counterpart pages shall be provided to each party. A facsimile signature shall be deemed to be an original.
26. If the whole or any part of this Agreement or the application thereof or any circumstance shall be held invalid, unenforceable or superseded to any extent, the remainder of the

provision in question, or its application to any circumstance other than that which has been held invalid or unenforceable, and the remainder of this Agreement shall not be affected thereby and shall be valid and enforceable to the fullest extent permitted by law.

27. This Agreement shall be binding upon the parties hereto and their respective successors and permitted assigns.

SIGNED AND SEALED this day of June, 2016 at the City of Temiskaming Shores

The Corporation of the City of Temiskaming Shores

per:

Witness: _____

Carman Kidd - Mayor
I have the authority to bind the corporation

The Corporation of the City of Temiskaming Shores

per:

Witness: _____

David Treen- Municipal Clerk
I have the authority to bind the corporation

DATED this 16 day of May, 2016 at the City of ^{Timmins, ON. A.} Temiskaming Shores

Conseil Scolaire Catholique de District des Grandes Rivieres

per:

Witness: _____

Lorraine Presley-Director of Education
I have the authority to bind the corporation

City of Temiskaming Shores
 Dymond Reservoir Water Modifications (St Michaels School Water Service)
 Exp Project No.: N/A

SCHEDULE A
ESTIMATE ITEM PRICES

A. GENERAL REQUIREMENTS

	ITEM REF	ITEM	UNIT	QTY	TOTAL
1	01	General Requirements/Engineering	L.S.	100%	\$20,000. ⁰⁰
2	01 74 20	Waste Management and Disposal	L.S.	100%	\$1,000. ⁰⁰
3	33 11 27	Temporary Potable Water Service	L.S.	100%	\$1,500. ⁰⁰
4	N/A	Miscellaneous Requirements	L.S.	100%	\$1,000. ⁰⁰

A	<i>SUBTOTAL FOR DIVISION A</i>	\$23,500.⁰⁰
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B. DYMOND ROAD RESERVOIR UPGRADES

	ITEM REF	ITEM	UNIT	QTY	TOTAL
5	02 41 19	Removal of Existing Pumps and Piping	L.S.	100%	\$3,500. ⁰⁰
6	03 11 00 03 30 00	Cast in Place Concrete and Forming Dymond Road Reservoir	L.S.	100%	\$2,500. ⁰⁰
7	22 05 81	Disinfection of Water Distribution Piping	L.S.	100%	\$500. ⁰⁰
8	22 10 00	In-Plant Piping	L.S.	100%	\$20,000. ⁰⁰
9	22 10 00	Air Release Valves	ea.	1	\$1,500. ⁰⁰
10	22 10 00	Check Valves (150mm)	ea.	2	\$1500. ⁰⁰
11	22 10 00	Flow Control Valve	ea.	1	\$3,000. ⁰⁰
12	22 10 00	Bi-Directional Knife Gate Valves (150mm)	ea.	1	\$5,500. ⁰⁰
13	22 10 00	Butterfly Valves c/w Electric Actuator (150mm)	ea.	2	\$10,000. ⁰⁰
14	22 10 00	Electromagnetic Flowmeter (250mm)	ea.	1	\$7,500. ⁰⁰
15	22 47 02	Vertical Turbine Pumps and Hardware	ea.	2	\$80,000 ⁰⁰
16	N/A	O.C. W.A. Control Installations and Programming	L.S.	100%	\$5,000. ⁰⁰
17	26	Electrical Works	L.S.	100%	\$35,000.00

B	<i>SUBTOTAL FOR DIVISION B</i>	\$175,500.⁰⁰
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	<i>TOTAL ESTIMATE EXCLUDING HST</i>	\$199,000.⁰⁰
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The Corporation of the City of Temiskaming Shores

By-law No. 2016-101

Being a by-law to enter into an agreement with Neptune Technology Group (Canada) Ltd. to complete a Phase 1 – Site Survey Work – Water Meter Pricing in the Industrial-Commercial-Institutional Sector 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 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 Memo No. 013-2016-PW at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Neptune Technology Group (Canada) Ltd. to complete a Phase 1 – Site Survey Work for consideration at the June 7, 2016 Regular meeting of Council;

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 Neptune Technology Group (Canada) Ltd. to complete a Phase 1 – Site Survey Work for the Industrial-Commercial-Institutional sector (ICI), 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 7th day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law 2016-101

Agreement between

The Corporation of the City of Temiskaming Shores

and

Neptune Technology Group (Canada) Ltd.

Phase 1 – Site Survey Work for ICI Sector

April 29th, 2016

Steve Burnett
City of Temiskaming Shores
Technical and Environmental Compliance Coordinator
325 Farr Drive
P.O Box 2050
Haileybury ON P0J 1K0

PRICING PROPOSAL: WATER METER SURVEY PROGRAM WITH NEPTUNE

On behalf of Neptune, we would like to thank the City of Temiskaming Shores for their continued interest in our products and services. We appreciate the opportunity to respond to the request for pricing for water meter survey services provided by Neptune.



The City's email to Neptune dated April 22, 2016 provided confirmation of the City's intention to enter into negotiations with Neptune to perform the requested survey work. Recommendation PW-2016-016 by the City's Public Works Committee resolved that the City move forward with utilizing Neptune Water Meters to conduct a survey on the installation of the water meters. Neptune understands that the purpose of the surveys is to identify the quantity of various sizes of meters to obtain accurate pricing.

Based on this confirmation, Neptune has prepared a formal quotation for Temiskaming Shores for **Phase 1 – Site Survey Work** (the site survey work is considered the "Design" component of a potential "Design/Build" work scope). Scope of work is based on 90-100 surveys. It is anticipated the work for Temiskaming Shores work to take place in the summer of 2016.

Schedule of Pricing			
Item	Item Description	Unit	Unit Price
1	Initial Site Survey	Each	\$200.00
2	Per Diem Rate (includes accommodation, travel, meals)	Per Person/ Per Day	\$250.00

Pricing is based on the following assumptions:

Item 1: Initial Site Survey

- General overview of the meter installation with the customer explaining the steps that will be taken to install the meter (if needed in the future);
- Overall review of the meter setting to determine whether or not a "installation" could be completed (in the future if needed);
- If an issue is noted, a task form will be created and any barriers to installation will be communicated to the Project Manager for further action by Neptune or the Utility (if needed or requested);
- Ensure the workplace is safe;
- Secure the details of someone on site that is a decision maker and who can assist in booking the replacement project (if needed in the future);
- Testing of inlet and outlet valves (if possible through the bypass if operational);
- Assess any potential safety hazards in the environment;
- Document if plumbing appears in good order (yes/no);
- Document if a bypass exists (yes/no);
- Up to 3 photos of the meter setting;
- Provide recommendation on sizing (based on the information available).



Option for Design and Build

As an optional component of this quotation, the City can extend the scope of work by exercising a second phase in the program. "Build" (also referred to as Phase 2) would include the installation services to implement the recommendations outlined in phase 1 (site surveys). This is an option available to exercise at the City's discretion. Specifics of this work to be mutually agreed upon between the City and Neptune.

Estimated Time Frames for Achieving Milestones:

Neptune would request that review of quotation, approval and purchase order be completed no later than **May 20th, 2016**.

We truly feel there is a mutually beneficial opportunity for the City of Temiskaming Shores and Neptune to work together in achieving Temiskaming Shores' water metering objectives. We look forward to your favourable reply. I can be reached at 416-985-5157 or snorris@neptunetg.com if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Scott Norris".

Scott Norris
Territory Manager

THIS AGREEMENT MADE IN QUADRUPLICATE

THIS 29th DAY OF April 2016

BETWEEN:

City of Temiskaming Shores
(Hereinafter called "the Owner")

OF THE FIRST PART

-and-

**NEPTUNE TECHNOLOGY GROUP (CANADA) LTD., a body corporate with
office at 7275 West Credit Avenue, Mississauga, Ontario L5N 5M9**

(Hereinafter called "the Contractor")

OF THE SECOND PART



WHEREAS, the Owner issued confirmation of the City's intention to enter into negotiations with Neptune to perform survey services AND WHEREAS Neptune Technology Group (Canada) Ltd. responded to the said request with a pricing proposal, Water Meter Survey Program, April 29, 2016.

THEREFORE WITNESSETH: That the Owner and Contractor undertake and agree as follows:

ARTICLE A-1 THE WORK:

The Contractor shall:

- a) perform all the Work required by the Contract Documents
- b) do and fulfill everything required by this Agreement, and
- c) complete the Work of this Agreement within a mutually agreed upon schedule.

Time is of the essence of this Contract.

ARTICLE A-2 CONTRACT DOCUMENTS

The following is an exact list of the Contract Documents:

1. **Appendix 1:** Neptune letter to the City of Temiskaming Shores dated April 15th, 2016 entitled "Letter of Intent and Understanding to Work towards a Water Meter Survey Program with Neptune Technology Group".
2. **Appendix 2:** City's email to Neptune dated April 22, 2016 provided confirmation of the City's intention to enter into negotiations with Neptune to perform the requested survey work. Recommendation PW-2016-016 by the City's Public Works Committee resolved that the City move forward with utilizing Neptune Water Meters to conduct a survey on the installation of the water meters.
3. **Appendix 3:** Neptune's pricing proposal letter dated April 29, 2016 to the City of Temiskaming Shores entitled "Pricing Proposal: Water Meter Survey Program with Neptune".



ARTICLE A-3 CONTRACT PRICE

The Contract Price is based on the unit prices provided in the Schedule of Pricing in Canadian Funds. This Contract Price is subject to adjustments as may be determined in accordance with the conditions of the Contract. **Goods and Services Tax are extra.**

ARTICLE A-4 TITLE TRANSFER AND PAYMENT

- a) In accordance with the provisions of the Contract, the Owner shall:

Make monthly payment to the Contractor on account of the Contract (unit prices per the Pricing Schedule). The amounts of such payments shall be based on the Invoices/Progress Claims submitted to the City of Temiskaming Shores referenced as Water Meter Survey Program, and subject to such adjustments, additions and deductions as provided in the Contract.
- b) If the Owner fails to make payments to the Contractor as they become due under the terms of this Contract or in any award by arbitration or court, interest at the rate of One (1%) percent per month of such unpaid amounts including earned interest, shall also become due and payable until payment. Such interest shall become calculated and added to any unpaid amounts monthly.

ARTICLE A-5 PROPER LAW

The law of the Province of Ontario shall govern this Contract.

ARTICLE A-6 PERFORMANCE, LABOUR AND MATERIAL PAYMENT BONDS

Performance, Labour and Material payment bond is not required.

ARTICLE A-7 ADDRESSES FOR NOTICES

All communications in writing between the parties or between them and the Owner shall be delivered or sent to the individual or to a member of the firm or to an officer of the Corporation for whom they are intended to the address below. Such notices shall be deemed to be received when delivered, or, if sent by prepaid mail, when they should in due course of mail service be delivered.

The Owner at:

City of Temiskaming Shores
325 Farr Drive
P.O Box 2050
Haileybury ON P0J 1K0

Attention: Steve Burnett, Technical and Environmental
Compliance Coordinator

The Contractor: Neptune Technology Group (Canada) Ltd.
7275 West Credit Avenue.
Mississauga, Ontario
L5N 5M9

Attention: David Oner, Director Service Operations

ARTICLE A-8 SUCCESSION

The General Conditions of the Contract hereto annexed, and all other Contract Documents, are all to be read into and form part of this Agreement and the whole shall constitute the Contract between the parties and subject law and the provisions of the Contract Documents shall endure to the benefit of and be binding upon the parties hereto, their prospective heirs, legal representatives, successors and assigns.

ARTICLE 9 CONFIDENTIALITY

Neither party shall disclose any information provided to it by the other party, specifically proprietary, sensitive, personal or confidential information or that developed or resulting from the performance of this Agreement, to any other person without the express written consent of the other party.



ARTICLE A-10 SIGNATURES

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be properly executed.

CITY OF TEMISKAMING SHORES

MAYOR DATE (Seal)

TOWN CLERK DATE



NEPTUNE TECHNOLOGY GROUP (CANADA) LTD.

PER: _____
DATE (Seal)

PER: _____
DATE

The Corporation of the City of Temiskaming Shores

By-law No. 2016-102

Being a by-law to adopt a Municipal Energy Plan for 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 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 PW-031-2016 at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to adopt the Municipal Energy Plan for the City of Temiskaming Shores for consideration at the June 7, 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 hereby adopts the Municipal Energy Plan for the City of Temiskaming Shores, attached hereto as Schedule "A" and forming part of this by-law; and
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 7th day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

Municipal Energy Plan

2016



A COLLABORATION BETWEEN THE CITY OF TEMISKAMING SHORES AND VIP ENERGY SERVICES, INC.

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Municipal Energy Plan 2016



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EXECUTIVE SUMMARY

High-quality, reliable, efficient, low cost energy services are fundamental to the overall competitiveness and environmental impact of cities and towns. In the future, energy prices globally are likely to be volatile, with an underlying upward trend. Concerns over climate change resulting from the greenhouse gases caused by energy use are growing, and are increasingly the subject of national and international legislation and agreements. Canada has the highest energy use, and the highest greenhouse gas emissions, per capita in the industrialized world¹. As a major energy exporter, it also makes no sense for Canada to waste energy domestically when it could be sold on the global market at increasingly attractive prices. Eighty percent of Canada's energy is used in urban centres. Municipalities that embrace the challenges of energy efficiency, climate change and overall energy costs will create major and sustainable opportunities for their residents and businesses.

The City of Temiskaming Shores today is a rural community of about 10,600 inhabitants, anticipating to grow to about 14,000 by 2031. An aggressive economic development plan aims to create 2,600 jobs by 2031. Despite this growth, the City is committed to preserve its heritage and rural charm through the preservation of heritage buildings and natural areas as outlined in the City's Official Plan². This growth may require the adoption of sustainable community design practices that call for attractive, higher density mixed-use walkable neighbourhoods served by a variety of transportation choices. Through their basic design and lessening the dependence on the car, this kind of development is both socially attractive and more energy efficient.

The City of Temiskaming Shores recognizes the vital importance of a sustainable, long-term approach to energy. The Municipal Energy Plan (MEP) aims to ensure its energy use and energy services will make it one of the most attractive Canadian communities in which to live, work, play, learn and invest. At the same time the City's MEP will ensure that its impact on the environment will always meet, or be, global best practice. The MEP is a critical element in supporting successful growth of the City.

The Plan outlines specific and broad measures that will be implemented within the City that will reduce the overall energy used, the emissions levels per capita, and reduce or negate the impacts of future growth on both energy use and emission levels. These results will be achieved by

¹ Canada is only surpassed by Iceland and Luxemburg in terms of total energy use per capita. Energy Use (kg of oil equivalent per capita), World Bank, 2013.

² Official Plan, City of Temiskaming Shores, March 20 2015

implementing the MEP recommendations that ensure all of the links in the energy supply chain from the final use to the choice of energy source are as reliable, economic, efficient and clean as they can be. These recommendations build on each other and should be seen as an integrated solution. They begin with measures specifically geared towards City operations and broaden to include community wide measures.

Initiative	Priority	Timing
City of Temiskaming Shores Led Measures		
Lighting Upgrades and Standards for New Construction	High	Short-Term
Halting the Rise in Natural Gas Usage	High	Short-Term
Increase the Share of Public Transportation in the City's Modal Distribution	Medium	Medium-Term
Installing VFD's at Water Handling Facilities	Low	Medium-Term
Energy Audits, Retro-commissioning and New Building Commissioning	Medium	Medium-Term
Provide the Energy Needed for Projected Growth through Improved Energy Efficiencies	High	Long-Term
Retrofit All Municipal Buildings with High Efficiency Lighting Systems	High	Long-Term
Building Envelope Upgrades	Low	Long-Term
Community-Focused Measures		
Generating a Community Conservation Culture	High	Medium-Term
Increasing Energy Efficiency in Residential, Commercial and Industrial Sectors	High	Medium-Term
Energy Generation Expansion and Infrastructure Security	Low	Long-Term
Sustainable Land Use and Growth	Medium	Medium-Term

A springboard of commitment for decades to come, the MEP is a long-term road map that will require a sustained commitment of the present and future elected leadership of the City, community, and the District of Timiskaming to succeed. Some relatively short-term decisions around planning and energy infrastructure need to be made to secure the long-term implementation trajectory.

1 INTRODUCTION

The City of Temiskaming Shores has made it a priority to promote environmental sustainability and awareness. We have taken many steps towards creating an operational environment that values the minimization of the environmental impacts of our operations.



We believe that climate change is an important issue confronting the world, and accept that human activity has a major impact on our environment through our use of non-renewable energy, depletion of natural resources, and the emission of greenhouse gases. We are motivated to encourage residents, visitors and the employers to lessen their ecological footprint and accept responsibility in this regard.

The City embarked on energy conservation through a broad spectrum of inspired ideas. The steps we have taken represent a strong commitment to playing a greater role in environmental stewardship. We have developed and implemented policies that will allow us to weave 'sustainable' thinking throughout all future planning and day-to-day operations. An action-based, goal-oriented Energy Conservation and Demand Management Plan 2014 (CDM Plan 2014) has been developed to guide our transformation from inspired ideas into a strategy for all future operations and policies.

The City's CDM Plan 2014 is intended to be a guiding reference document for all initiatives and policies undertaken by our staff. The timing of the CDM Plan 2014 is aligned with Ontario Regulation 397/11 made under the Green Energy Act, 2009. The Plan contains progressive initiatives and goals stemming from other organizations and jurisdictions, and a willingness from all levels of the organization to take action. The Plan is intended to guide sustainable operations management as the City embarks on a series of both short-term and long-term action steps.

Our comprehensive CDM Plan 2014 clearly describes the conservation measures that are, or will be deployed, to reduce energy consumption. It documents answers to areas such as:

- Type(s) of energy that are used and how much is consumed,
- The nature of our energy consumption,
- Identification of specific measures to reduce consumption,

- A detailed plan to implement these measures in the short, medium, and longer terms,
- A description of the resources required to carry out our plan including the roles and responsibilities of City employees,
- A detailed Risk/Benefit analysis, and
- A detailed plan for Monitoring and Verification.

Furthermore, the City has established the goals and objectives for our Energy Conservation and Demand Management Plan 2014 as:

- To create a culture of conservation within the City facilities and operations to reduce greenhouse gas emissions and to ensure the wise use of resources,
- To promote the sustainable use of resources through:
 - Energy Conservation,
 - Energy Efficiency, and
 - Renewable Energy.
- To reduce energy operating costs through implementation of best practices and technology,
- To maximize fiscal resources through direct and indirect energy savings,
- To demonstrate sound operating and maintenance practices to reduce the environmental impact of the City's operations,
- To improve the reliability of equipment and reduce maintenance, and
- To provide a forum for discussion with the City on Energy Management to be able to explore new ideas and trends.

A natural progression from this solid foundation was the adoption of a strategy to create a Municipal Energy Plan (MEP). A MEP is a comprehensive long-term plan to improve energy efficiency, reduce energy consumption and greenhouse gas emissions, foster green energy solutions and support the City's economic development. The MEP looks at energy use across the entire municipality and includes residential, commercial, industrial, transportation and public-sector energy use (municipal operations and energy and water infrastructure). Energy conservation for all sectors are examined within a broader context of the built environment, land use planning, growth planning and the generation and transmission infrastructure. Further, the MEP enables the City to communicate its commitment to other Regional and Provincial Energy Plans.

Municipalities play a significant role in determining how energy is used. Efficient energy use is a Provincial priority and has been communicated in print via *the Planning Act*³, the *Provincial Policy Statement, 2005*⁴, and the *Places to Grow Act, 2005*⁵.

This MEP 2016 begins with a review of the historic energy consumption patterns at each of our facilities. The City has approached this strategic plan with consideration for its social, economic and environmental responsibilities and is committed to creating a culture of conservation and efficiency within the Community.

³ Section 2 of the Planning Act states the “Supply, efficient use and conservation of energy” is a matter of provincial interest; Section 7 identifies energy efficiency as an eligible cost of a Municipal improvement plan; and Section 6 states that subdivision planning shall be designed to optimize the available supply, means of supplying, efficient use and conservation of energy efficiency.

⁴ Section 1.8 of the Provincial Policy Statement, 2005 sets out a number of policies requiring planning authorities to support energy efficiency.

⁵ Section 6 of the Places to Grow Act, 2005 lists the conservation of energy as a consideration in growth plans.

2 AN OVERVIEW OF THE CITY OF TEMISKAMING SHORES

The City of Temiskaming Shores is comprised of the three former municipalities of Haileybury, New Liskeard and Dymond. In 2004, the three municipalities came together to form the new municipality of Temiskaming Shores, creating a bustling hub of economic and cultural prosperity in North-Eastern Ontario. The community is located along the shores of Lake Temiskaming and has large agricultural, forestry and mining industries within and around the region. The City is home to approximately 11,000 residents and is a popular thoroughway and tourist destination for those travelling through Northern Ontario.

The City's economic outlook, based on our Community Profile:

- The City's population is projected to grow from 10,600 (2006) to 13,760 by 2031.
- Creating 1,540 new housing unit by 2031.
- Employment growth is projected to create 2,600 new export-based jobs by 2031.
- The available land supply will provide for an estimated 2,078 residential building lots and 157 ha. (388 ac.) for new industrial, commercial and institutional development.

2.1 Vision

This Municipal Energy Plan was created with our defining goals in mind.

The City will continue to reduce energy consumption and costs through the wise use of energy. This will involve education, awareness and an understanding of energy management within the City.

"To create a culture of conservation and to continually reduce energy consumption and the associated carbon footprint through efficient use of resources and energy, while maintaining an efficient and effective level of service for the general public."⁶

Using these guiding principles, the City has undertaken measures to reduce our Energy Use and Carbon Footprint while taking a leading role in Sustainable Operations and Development. This Vision can be achieved through the integration of energy efficient facilities, infrastructure, operational strategies and a shift in the awareness and knowledge of energy in the community.

⁶ Energy Conservation and Demand Management Plan, City of Temiskaming Shores, 2014

This document will serve as our roadmap to implement various Energy Conservation Measures while improving our sustainable practices. The technology and innovation put in place under these initiatives will lead the way and educate our community in the important new frontier of Energy and Environmental Management practices. We will not only foster this culture, but help shape its future.

2.2 Importance of a Municipal Energy Management Plan

Energy Management has become increasingly important in a global sense. A major portion of the energy used within our buildings is generated from fossil or non-renewable fuels. In addition to depleting scarce resources, the continuous use of fossil fuels is also attributed to other problems with pollution and global warming.

Global warming can at least, in part, be described as the effect of pollution on the climate. Primarily, the burning of fossil fuels (coal, oil, and gas) causes emissions of large amounts of greenhouse gases to the atmosphere, of which the most prevalent is carbon dioxide (CO₂). These gases absorb infrared radiation emitted by the earth's surface and act as "blankets" over the atmosphere, keeping the climate warmer than it would be otherwise. Global warming leads to problems such as melting of the polar ice cap and a subsequent rise in sea levels, creating more arid climates where freshwater resources are depleted and crop patterns are altered, and decreased air quality and smog leads to an overall reduction in the quality of human health.

Even though alternate sources of renewable energy, which are more environmentally friendly, are being explored, the use of these technologies is not yet widespread enough to eliminate our dependence on fossil fuels. It is, therefore, important for us to reduce our energy consumption in order to minimize our environmental impact. Reducing our overall energy consumption, in addition to reducing our environmental footprint, will also help reduce our operating costs.

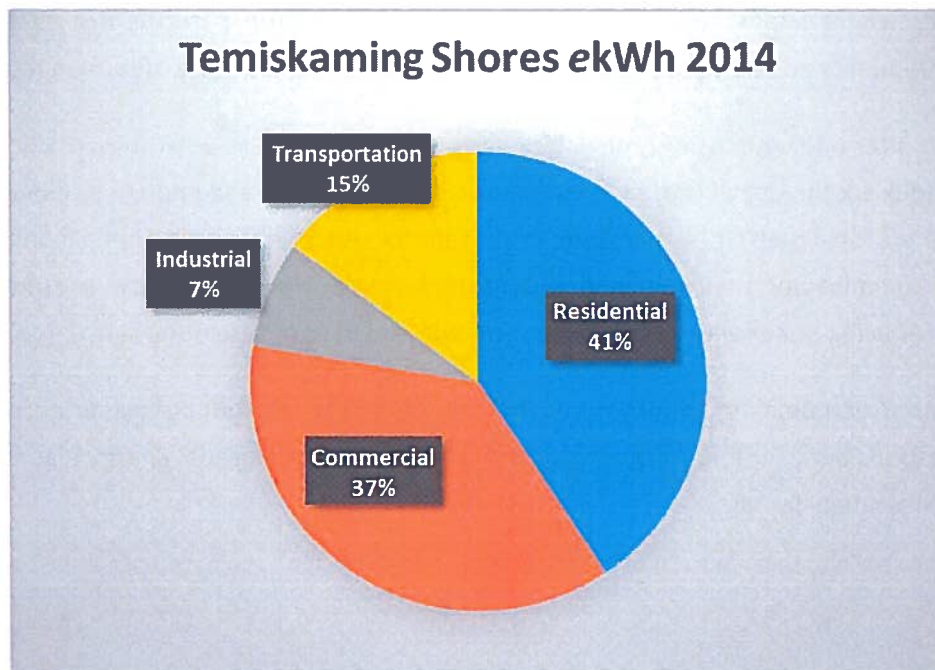
The Canadian Green Building Council notes that design, operation, and behaviour each share a one-third responsibility for long-term energy performance. This Municipal Energy Plan is the key to a cohesive strategy for all.

3 CITY OF TEMISKAMING SHORES ENERGY PERFORMANCE

3.1 Energy Consumption

The predominant forms of energy consumed within the City are electricity, natural gas, and transportation fuels such as gasoline and diesel. Hydro One Networks Incorporated (H1) and Unions Gas Limited (UG) supply and deliver the electricity and natural gas, while gasoline and diesel are provided by multiple vendors within the City’s borders. Through data collected and submitted to the Ministry of Energy, and data provided by the City, a comprehensive understanding of how energy is consumed by the approximately 10,600 residents of the City can be generated. Due to a lack of comprehensive transportation studies conducted within the City, the energy consumed by the transportation sector has been estimated from census data and provincial averages of fuel economy and annual travel distances. Should such a study be conducted, the fraction of energy consumed by this sector may differ from the data presented at the time of writing this MEP. It should also be noted that a lack of data from other fuel sources, such as fuel oil, has led to these fuel types being omitted from this chart. However it is expected that their contribution would not drastically alter the overall energy distribution with the City.

Figure 3-1 Total Energy Consumption Distribution



Residential and commercial buildings represent the greatest opportunities for improvement in the City and analysis has shown that overall consumption grew by 3% from 2013 to 2014. Energy distribution did not significantly change from year to year. On a per capita basis, Temiskaming shores consumes approximately 33 eMWh/capita. This is significantly higher than the Ontario Average of approximately 10 eMWh/capita⁷ and is closer to averages seen in larger cities like Toronto (29 eMWh/capita)⁸.

3.1.1 Electricity

H1 owns and operates one of the largest electrical grids in the world and services communities all across Ontario. H1 is committed to managing its environmental impacts and delivering social and societal benefits while maintaining a strong economic performance. Recently, in 2015, H1 received a “Sustainable Electricity Company” designation by the Canadian electricity Association in recognition of these efforts.

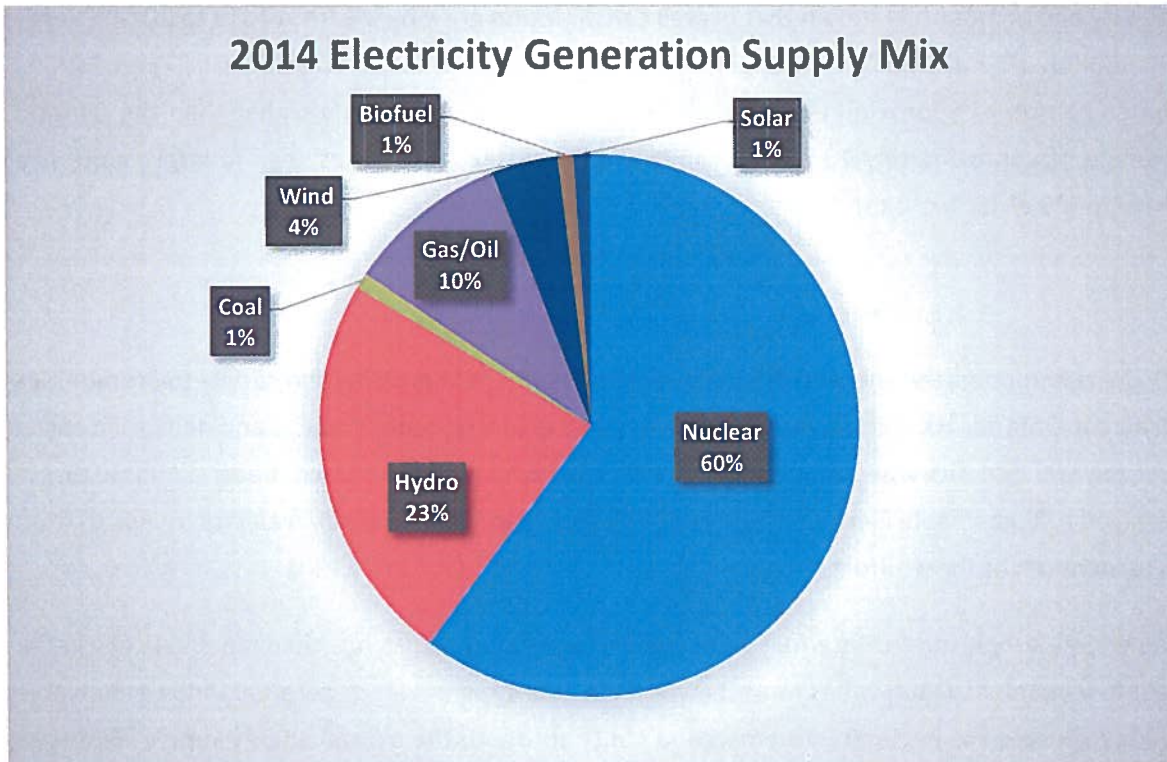
The energy supply mix in Ontario is an ever evolving mixture which has changed drastically in the past few years. As Ontario has moved away from coal-fired power generation, more renewable energy sources are beginning to emerge as contributors to the overall energy supply. Bio-mass coal plant conversions, wind farms and solar plants are now all represented in the power generation grid and will continue to grow, reducing the environmental impacts of our electrical generation. Nuclear generation has long been a part of Ontario’s energy supply but our nuclear generating stations are aging and will require costly refurbishment in the coming years. To avoid the high costs associated with new nuclear stations, Ontario will increasingly look to new, innovative ways to sustainably support our growing energy demand. The electrical infrastructure itself is also aging. This will lead to repairs, maintenance and refurbishments of substations, power lines, and generating stations. All of this activity will reduce the funding available for improving or expanding the existing infrastructure and place further pressure on Ontario to reduce this growing demand. Below is a representation of the energy supply mix as reported by the IESO for the 2014 calendar year⁹.

⁷ Ontario electricity Options Comparison, Strategic Policy Economics, 2013

⁸ Toronto’s Sustainable Energy Plan, 2007

⁹ <http://www.ieso.ca/Pages/Power-Data/2014-Electricity-Production-Consumption-and-Price-Data.aspx>

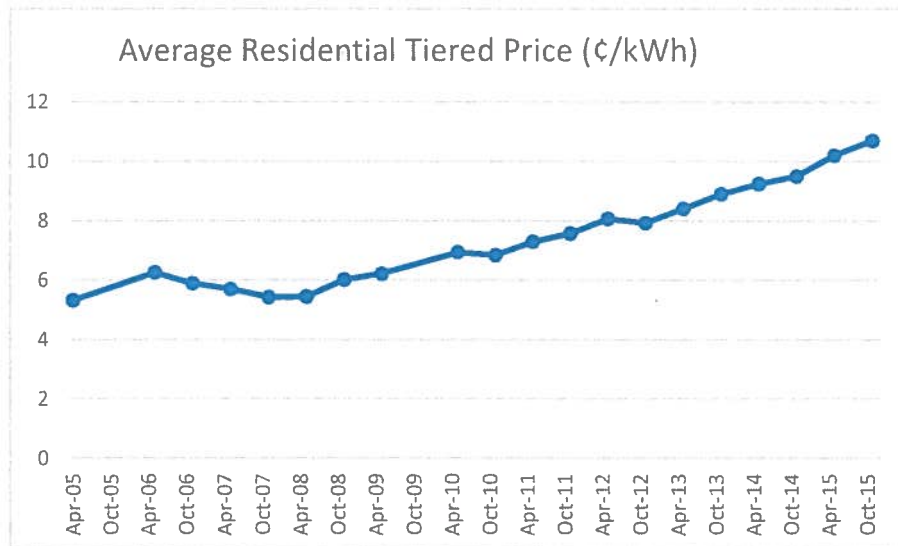
Figure 3-2 IESO Ontario Supply Mix¹⁰



As Ontario has attempted to correct its electricity pricing to better reflect true market value, the costs of residential electricity has been steadily rising. These rising costs have been compounded by the decision to purchase renewably produced electricity at a premium over more traditionally produced electricity. Historical residential electricity prices are shown in the table below.

¹⁰ <http://www.ieso.ca/Pages/Power-Data/2014-Electricity-Production-Consumption-and-Price-Data.aspx>

Figure 3-3 Residential Electricity Pricing¹¹



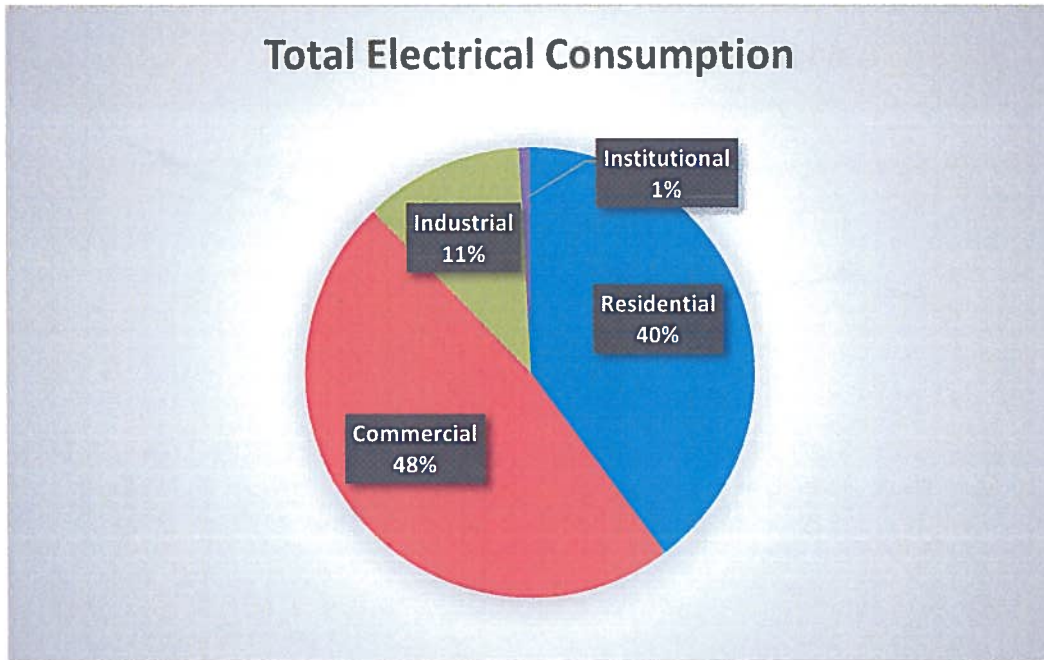
The City has three large solar plants within its borders, Liskeard 1, 3 & 4, totalling 30 MW of power generation. These plants are directly tied to the grid and represent 1.2% of the total contracted generation capacity in Ontario¹². These large solar installments reflect the City’s commitment and openness to improving and growing the sustainability of Ontario’s energy supply.

Within the City of Temiskaming Shores, electricity consumption accounts for 28% of the total energy used and totalled approximately 99,000 MWh in 2014. The table below further defines where the electricity was consumed and this data is also presented geographically in **Section 5.1.2: Energy Mapping** of the MEP. The majority of electrical consumption is being used by the Commercial and Residential Sectors. A small percentage of electricity consumption is exhibited by industrial and institutional facilities.

¹¹ <http://ontarioenergyboard.ca/OEB/Consumers/Electricity/Electricity+Prices/Historical+Electricity+Prices>

¹² IESO Supply Overview <http://www.ieso.ca/Pages/Power-Data/Supply.aspx>

Figure 3-4 Electrical Consumption Distribution¹³



Municipal buildings represent about 7% of the total electrical consumption, and 15% of electricity consumed in the Commercial sector. This highlights the significant role that City facilities play in the electrical profile of the Municipality and the amount of positive impact the conservation measures outlined in this MEP will have in the largest consumption sector. Half of the City’s electricity is used in water supply and wastewater treatment facilities and over a quarter is used in street lighting. Consumption distribution among municipal facilities is shown below. These high consumption categories actually bode well for the municipality as they are areas in which energy efficient retrofits are popular and decreasing in price. LED lighting is becoming more and more popular and prices are dropping, allowing for cities to take advantage of the large electrical savings that can be achieved with high efficiency lighting systems. Pumping stations can reduce their consumption through re-commissioning and higher efficiency motors, although these projects tend to have longer payback periods. In any case, the data below will help to guide the City’s decisions on energy conservation measures as we move through the MEP.

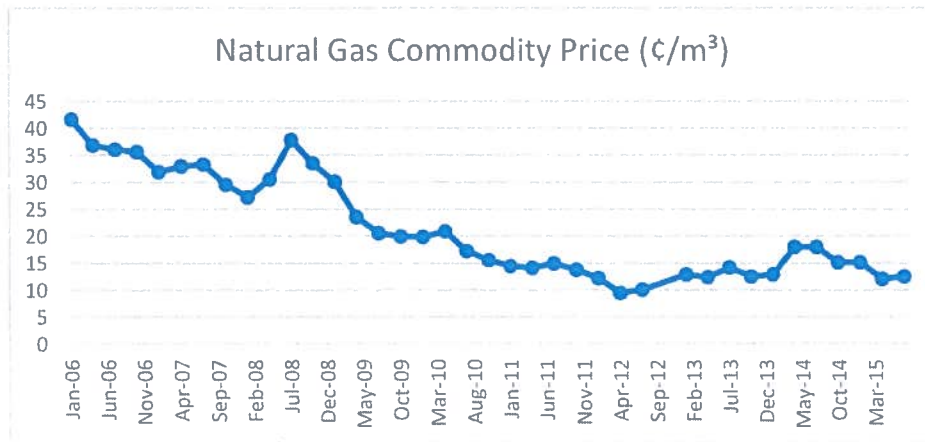
¹³ H1 supplied Billing Data

3.1.2 Natural Gas

Union Gas is one of Ontario’s largest providers of natural gas, with pipelines stretching across the province. Union gas serves 1.4 million residential commercial and industrial customers in more than 400 communities across northern, southwestern and eastern Ontario. Union Gas’s storage and transmission business offers a variety of storage and transportation services to customers at the Dawn Hub, the largest integrated underground storage facility in Canada and one of the largest in North America. The Dawn Hub offers customers an important link in the movement of natural gas from Western Canadian and U.S. supply basins to markets in central Canada and the northeast U.S.

Historically, natural gas prices have been dropping in Ontario. This is largely due to the influx of supply from non-traditional natural gas reserves being exploited through new hydraulic fracturing techniques. This increase in supply has reduced consumer pricing and made natural gas heating and electricity generation more attractive. This trend is worrisome in the context of carbon emissions as natural gas is a relatively high GHG producer when compared to electricity produced in Ontario. One kWh of electricity from the provincial power grid generates approximately 0.096 kg of GHG emissions while 1 ekWh produced via natural gas will generate approximately 1.02 kg GHG¹⁵. It is also counter-productive to conservation efforts as the low prices will cause projects which displace energy consumption away from natural gas will have increased payback periods.

Figure 3-7 Natural Gas Pricing¹⁶

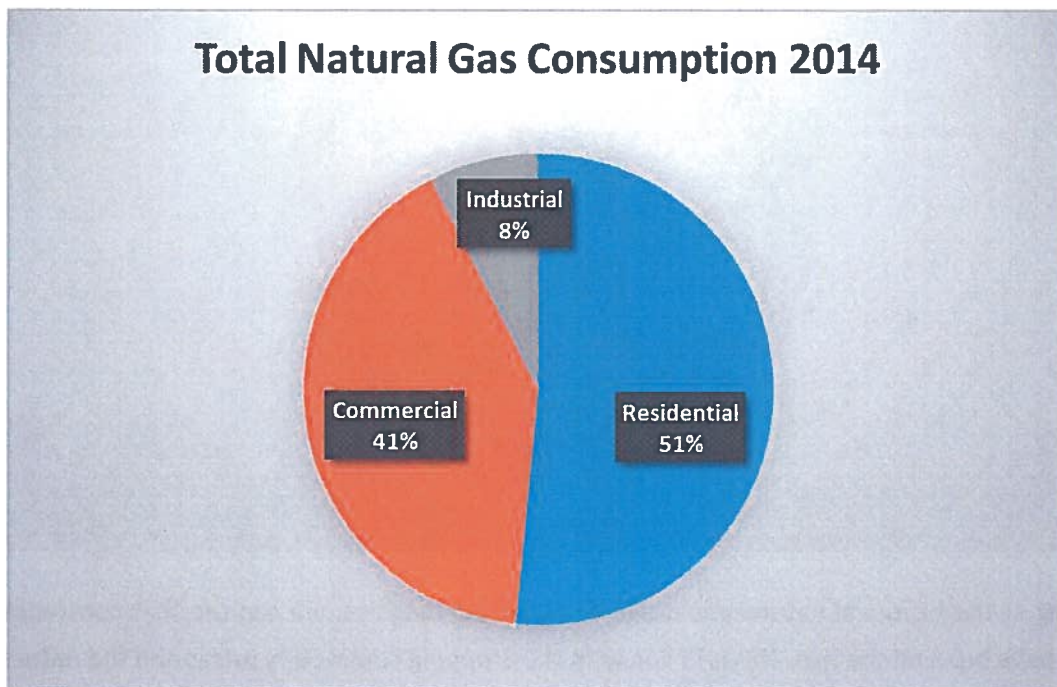


¹⁵ When using conversion rates used in the Ministry of Energy Emissions Template

¹⁶ <http://www.ontarioenergyboard.ca/OEB/Consumers/Natural+Gas/Natural+Gas+Rates/Natural+Gas+Rates+-+Historical>

In Temiskaming Shores natural gas use accounts for 200 million ekWh or 58% of the total energy use. This use is distributed into the different zoning types as shown in the figure below.

Figure 3-8 Natural Gas Consumption Distribution¹⁷

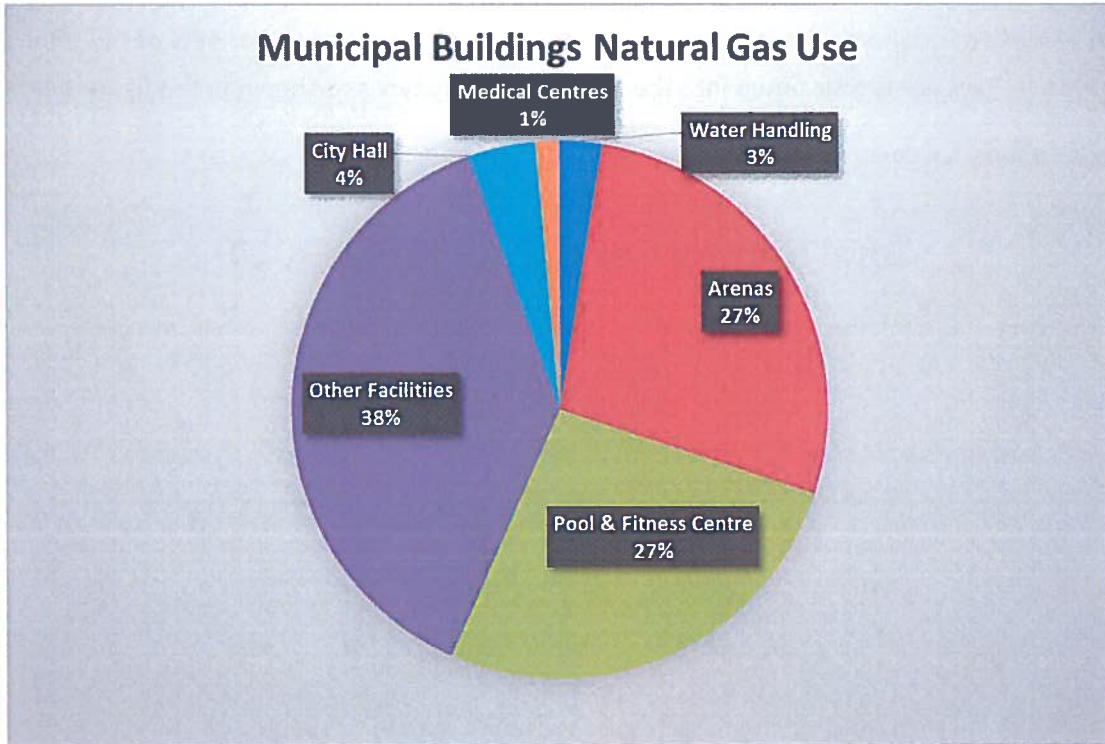


Natural gas consumption is primarily located in the commercial and residential sectors with only minimal contribution from industry. This is largely due to the increased heating requirements of the local climate and residential and commercial natural gas burning furnaces. This offers opportunity for the City to invest in greater thermal efficiencies of buildings and boilers to help reduce natural gas use.

The municipal buildings in Temiskaming Shores only account for approximately 5% of this total consumption. This use is distributed into the facility categories shown in the figure below. With Arenas, Pools, and Fitness Centres accounting for over 50% of the total, there is significant room for improvement in these process heavy facilities. Boiler upgrades, operational changes and the incorporation of solar water heating for pools can all have significant impact on the overall usage at these facilities.

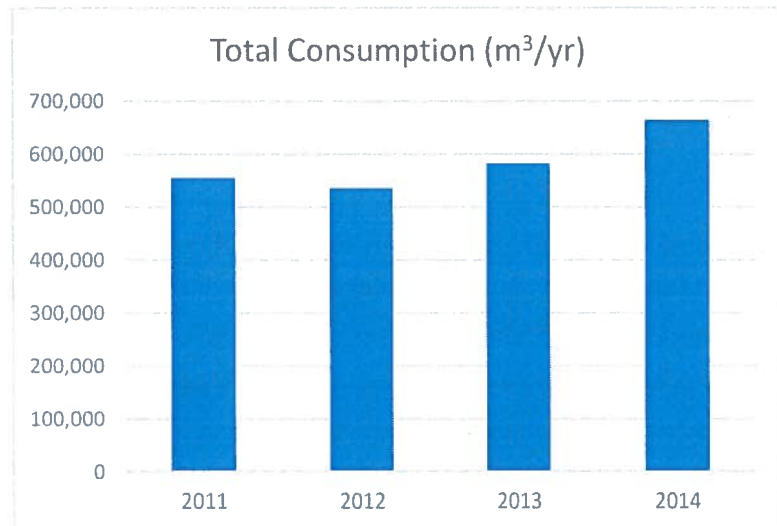
¹⁷ Union Gas supplied bill data

Figure 3-9 Natural Gas Use at Municipal Buildings¹⁸



Looking at the historical natural gas usage of municipal facilities, we can see that consumption levels have been on the rise. This is in line with the dropping commodity prices and the reduction in payback periods for commodity switching projects. While this is a financially appealing trend in the short term, caution must be taken when placing so much stock in a low commodity price. As with any commodity, price will fluctuate, and placing too much energy inventory into natural gas could backfire if prices were to return to historical levels. From an environmental stand point, this trend is also worrisome as natural gas combustion generates much more GHG on a

Figure 3-10 Total Yearly Natural Gas Consumption



¹⁸ Union Gas supplied bill data

per kW basis than does electricity from Ontario’s electrical grid. Going forward the City will need to carefully balance the financial incentives of cheaper fossil fuel energy sources with the social responsibility of reducing GHGs.

3.1.3 Transportation

In Canada, transportation accounts for approximately 31% of total energy use and 37% of greenhouse gas emissions¹⁹. In Ontario, transportation is the single largest contributor of GHG emissions, accounting for over 30% of totals²⁰. Transportation includes vehicles used for public transportation, personal use and industrial uses. This large fraction of total energy usage in Canada is not reflected in the data for Temiskaming Shores, with transportation accounting for only approximately 15% of the total energy use, around 50 million ekWh annually, and only 23% of total emissions.

Historically, transportation trends have seen little change in the City over the last 20 years, with public transit never accounting for more than 2% of total transportation methods. According to Statistics Canada, Temiskaming Shores’ vehicle ownership rates have also been relatively constant with approximately one third of all residents reporting vehicle ownership in 2011. This number has held relatively stable since 2001, showing only a slight downward trend. Compared to the provincial average of 0.84 vehicles/capita²¹, the City’s average of only 0.29 vehicles/capita is substantially less and contributes to the much smaller overall energy usage of this sector. In fact, the slight downward trend of vehicle ownership per capita is counter to provincial trends. While Ontario saw per capita ownership rise from 0.53 to 0.84 over the past ten years²², the City’s per capita rate has been slowly declining. Yet even with these characteristics, transportation energy still accounts for nearly one quarter of all emissions, highlighting the harmful effects of Canadian driving culture and the need for cleaner, more efficient vehicles.

Year	Vehicles per Capita
2011	0.29
2006	0.33
2001	0.33

¹⁹ Energy Efficiency Trends in Canada, 1990 to 2010

²⁰ Driving Down Carbon. Pembina Institute. 2009

²¹ Statistics Canada, 2014

²² Canadian Vehicle Survey, Natural Resources Canada, 2005

Figure 3-11 Temiskaming Shores Modal Transportation Distribution²³.

Mode of Transportation to Work					
	Car, truck or van - as a driver	Car, truck or van - as a passenger	Public transit	Walked or Biked	Other methods
2011	76%	8%	2%	11%	2%
2006	73%	9%	2%	15%	1%
2001	76%	8%	2%	14%	1%
1996	79%	8%	2%	11%	0%

Provincially, primary drivers account for 70% of transportation to work modes with 13% using Public Transit. While these provincial numbers are buoyed by the large populations using public transportation to and from the GTA, the above data does highlight the need from improved public transportation within Temiskaming Shores. Efforts to improve public transport are already underway however, with the City forming a transit committee to modernize the City’s transit system. The City has also purchased four new buses which are replacing the older school bus style transit buses that were previously in use. These purchases, combined with the expansion of transit routes and additional stops should increase ridership within the City. This progress can be tracked through the Census program in the coming years.

The median distance travelled to work in the City of Temiskaming Shores grew 43% from 2006 to 2011 to 10.5 km, which is higher than the Canadian median of 7.6 km and the Ontario median of 8.7 km. This can partially be attributed to the geography of the municipality, with many residents living outside of the city centers.

3.2 Carbon Footprint

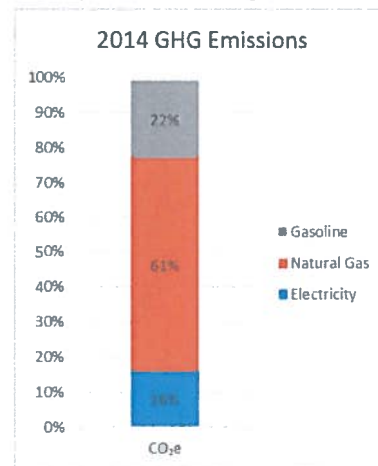
One of the most important steps toward sustainability is the understanding of our current energy usage patterns and carbon footprint. In order to allow the City to quantify its environmental impact, we look at our resource consumption and contribution to global warming through greenhouse gas emissions. These factors create a measure known as our carbon footprint.

²³ Statistics Canada, Census Data, 1996, 2001, 2006, 2011

What is the importance of tracking CO₂ Equivalent?

The dominant man-made greenhouse gas, Carbon dioxide (CO₂), is emitted when fossil fuels are burned in homes, vehicles, factories, or power stations. But there are other greenhouse gases such as Methane (CH₄) and Nitrous oxide (N₂O). These are much more potent than CO₂ but are less prevalent.

In order to simplify the estimation of the City's carbon footprint for an activity or product, and compare data in a meaningful way, all carbon footprint estimates are written in terms of Carbon dioxide equivalent or CO₂e. This means that the total climate change impact of all the greenhouse gases caused by an item or activity are combined and expressed in terms of the amount of Carbon dioxide that would have the same impact. CO₂e is expressed in tonnes (tCO₂e). For the purposes of this MEP 2016, the emissions related to natural gas, transportation and electricity consumption are reported.

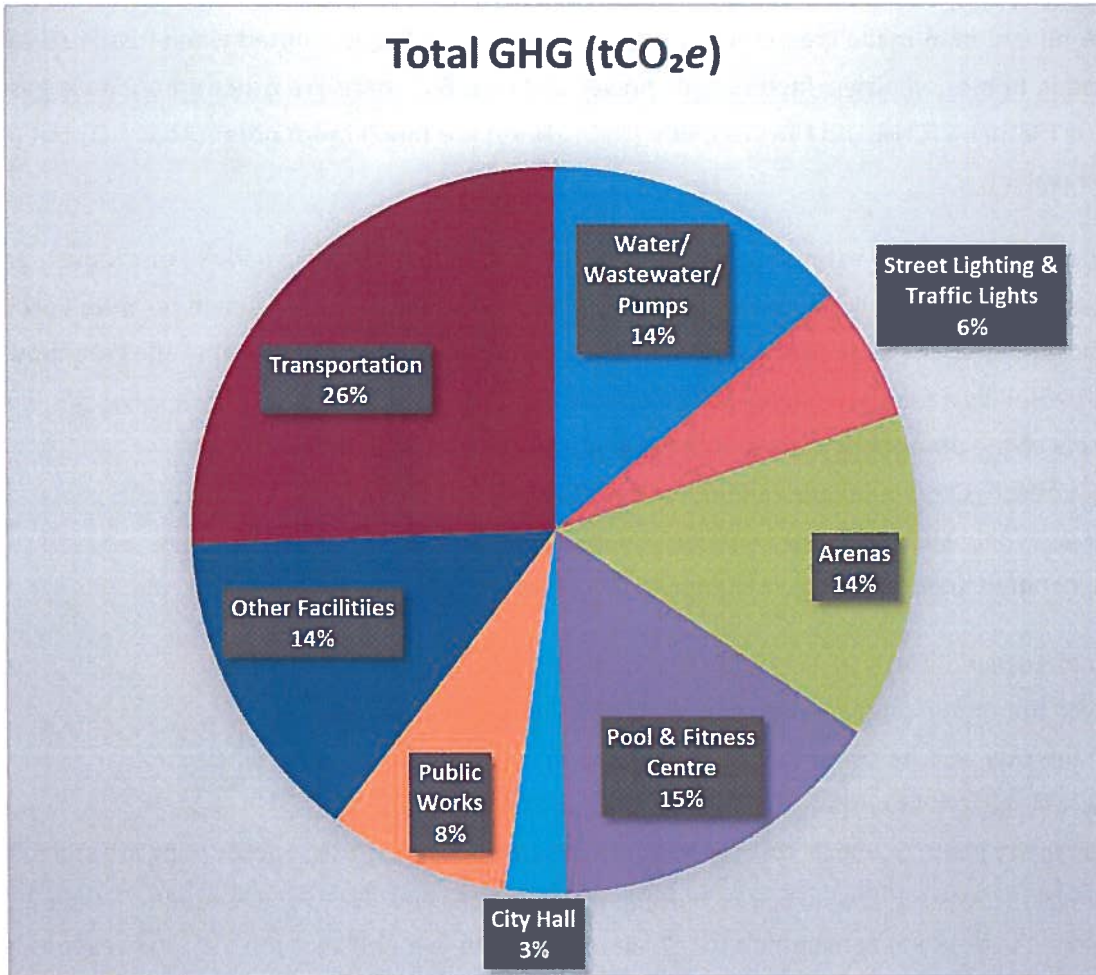


A complete inventory of all direct sources is still a necessary step towards the understanding and reductions of CO₂e created by all of the City and its community. We anticipate that such a study will be an important part of future updates to our Sustainability Plan. "Scope 3" sources such as waste and business travel accounting are still to be considered ("Scope 1" includes gas heating, refrigeration, and fleet vehicle usage. "Scope 2" is concerned with utility consumption)²⁴. Taken as a whole, we find that the City was responsible for 60,000 tonnes CO₂e total, or 5.65 tCO₂e/Capita, for the year 2014. Knowing this, we will be able to evaluate our performance going forward and measure the success of our MEP 2016 as we monitor and compare our tCO₂e/capita in future years.

Based on the energy audits conducted, and billing and consumption data gathered by VIP Energy Services, Inc. (VIP Energy), we have been able to obtain estimates of the carbon footprint of each of our facilities and other Community buildings.

²⁴ As defined by the World Resources Institute, GHG Protocol Corporate Accounting and Reporting Protocol. (ghgprotocol.org)

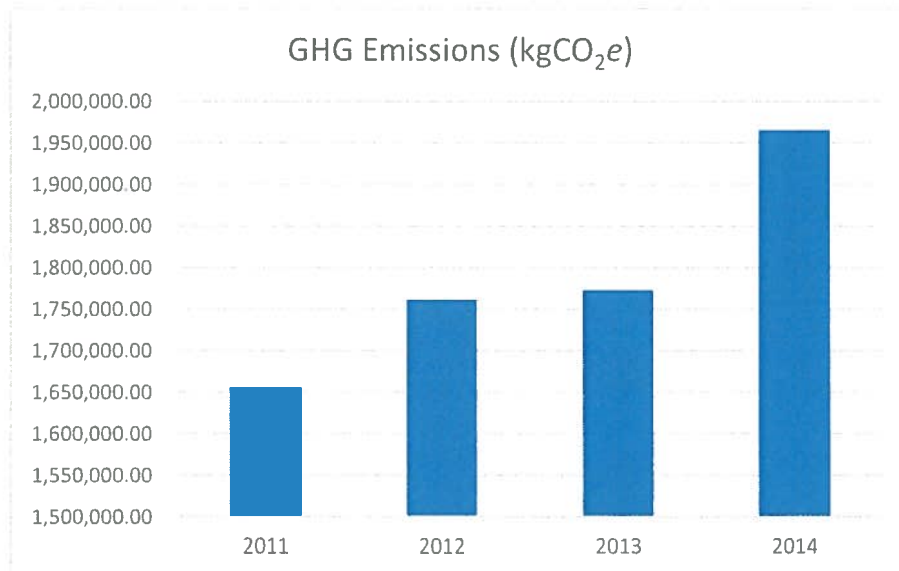
Figure 3-12 Temiskaming Shores Municipal Emissions



The data has shown that transportation and high energy consuming facilities like Arenas and Pools & Fitness Centers are the largest contributors to GHG production from City activities. Water treatment facilities also consume the majority of the electricity in the City facilities and so it also makes sense that they contribute largely to the GHG totals. The large transportation amounts are in line with what has been seen in Ontario’s distribution.

Historically, the amount of GHG produced by the City have been on the rise. The graph below shows that GHG levels have risen 16% since 2011 and coincides with both the rise in natural gas usage and the drop in electricity usage. Between 2011 and 2013, natural gas usage was rising steadily and electricity usage was dropping. This translated into a slight rise in GHG emissions due to the higher emissions levels from natural gas combustion compared to energy produced through the grid. Then, in 2014, we can see the combined effect of the continued rise in natural

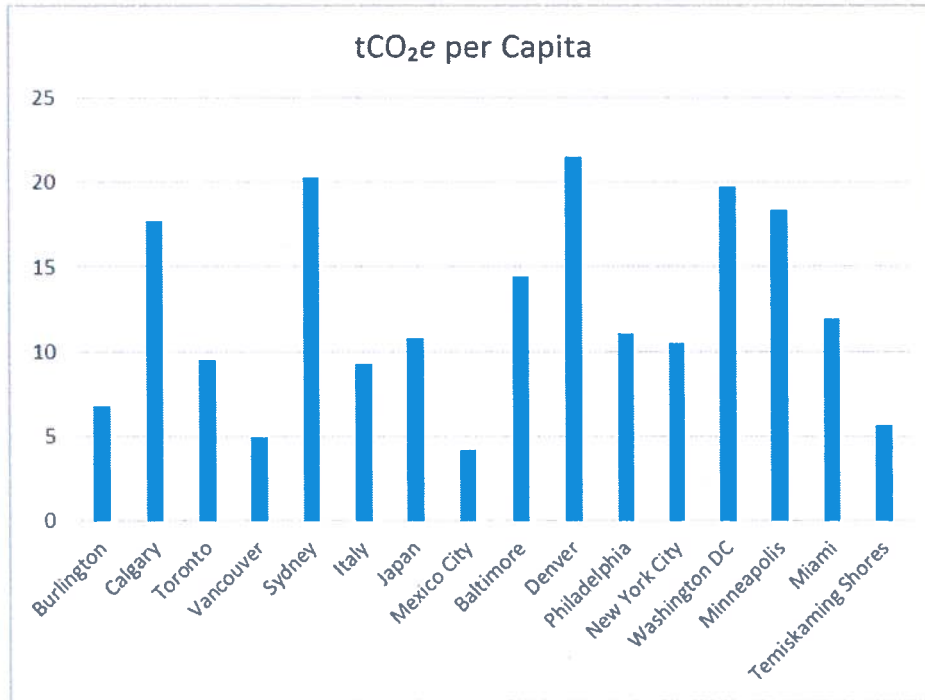
gas and the increased electricity use, resulting in much higher GHG emissions. As discussed above, street lighting was a large contributor to the high 2014 electricity usage and represents a large opportunity for the City to reduce its GHG emissions.



3.3 Comparison with Other Cities

Benchmarks provide representative values against which we can compare the City and its Community’s actual energy performance. Comparison with benchmarks of annual energy use per square metre of floor area, or cost per capita, will enable an assessment of energy efficiency to be made and remedial action to be taken. This provides an opportunity for the City. Ultimately, Cities and their communities are in the position to support the objectives of the Government of Ontario.

The following figure represents a comparison of cities from around the world on their carbon footprint. The data was collected by the World Bank for a research paper intended to discern the roles cities and urban areas have in worldwide GHG emissions. Levels are represented on a kg CO₂e per capita basis. The study showed that emission levels can vary greatly across the world and that larger cities tend to have a lower per capita impact on GHG emissions than previously thought.



Temiskaming Shores comes in at 5.65 tCO₂e/Capita, well below the larger cities cited above and similar to smaller municipalities within Ontario. While it is unexpected that the City would have a below average emissions per capita amount while having an above average energy usage per capita, it makes sense when we consider the amount of transportation used in the City. In Canada, transportation contributes to approximately 30% of energy consumption. Comparing this to the 15% in the City, and considering that transportation fuels contribute more GHG per kWh than electricity or natural gas, it is reasonable to think that the City would have lower average emissions than other, high transportation areas.

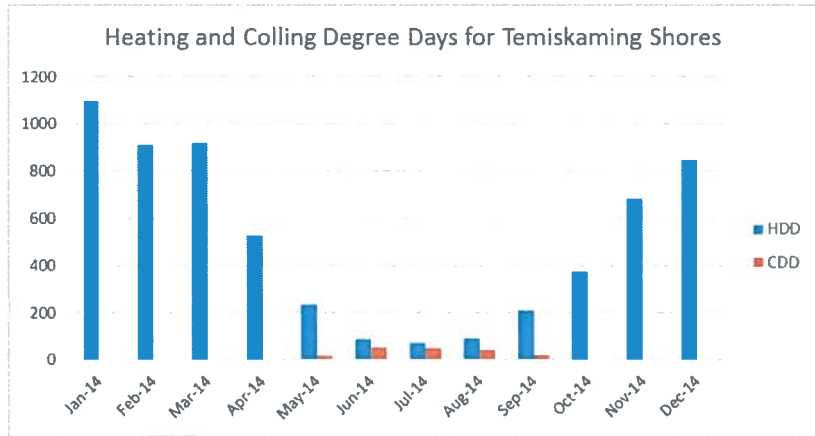
3.3.1 Climate

Benchmarking involves finding out where energy is being used and determining the main areas that can be improved. It also requires considering how and why energy is being used. Therefore the above comparisons alone would not give the whole picture if we want to understand how energy efficient a community is, either with regard to its design, operations, or the behaviour of its residents and employers. This is because the climate varies greatly across the provinces and territories. Of course, a northern Ontario community is going to use more energy to heat a building than a community in southern Ontario. Heating and cooling degree days are a measure

of the degree to which buildings need heating or cooling to maintain a specified level of temperature comfort.

A summary of both the City’s heating and cooling degree days by month as an indicator of climate is shown in the figure below.

As illustrated, the City is predominately a heating environment with an annual average of approximately 6,032 heating degree days (referenced to an average outdoor temperature of 18 degrees Celsius) which indicated a high heating



demand. This analysis is reinforced by the findings of **Section 3.1: Energy Consumption**. Which showed that natural gas combustion accounted 60% of all energy used. Without any natural gas electrical generation within the City, it can be assumed that the vast majority of this consumption was used in some form of heating processes.

Cooling degree days average approximately 169 days per year (referenced to an average outdoor temperature of 18 degrees Celsius), which indicates a small cooling demand. Historically, cooling would have been seen as a luxury. However, with the increased use of air conditioning throughout the affluent developed world, cooling load is becoming more significant and must be incorporated into energy planning.

The MEP puts high priority on minimizing the heat demand and creating an efficient, flexible approach to sourcing and distributing heat.

The City strives to analyze our consumption data and compare our performance to what other Municipalities and provinces are doing. Advances in Measurement and Verification and general protocol are pushing the models and data that we generate to new levels of accuracy and detail. Linear regression and cumulative sum modeling are being investigated to improve statistical accuracy in our reports and in estimation of actual savings to ensure we keep vendors to their guarantees.

3.3.2 Benchmarking Summary

The value of benchmarking and comparison is that it allows the City to understand the opportunities and the pitfalls of Energy Conservation and Sustainability Planning as experienced by other public agencies. Through this exposure, the City is able to focus on strategies that are both proven to be successful elsewhere and can be tailored to the unique nature of our community.

It is apparent that energy conservation is being considered and implemented in most Municipalities across Ontario and Canada. While the Ontario government, in particular, has set guidelines for what they consider a 'Green' Municipality to be, there are opportunities for the City to mold these definitions into a strategy to achieve a Sustainable Future. Environmental strategies for green communities encompass both operational and policy improvements as well as environmental education. Many Municipalities are taking their understanding of environmental issues and conservation beyond energy consumption and recycling, addressing the more complex issues of water management, heat island effect, and light pollution, to name a few.

Ongoing professional development is also a key factor in the success of our MEP 2016 to ensure that staff understand their role in the greater goal. The MEP 2016 and accompanying education should be a continuous process, a living document that is updated and changed as the needs of the community change and as the City progresses to a more sustainable and efficient future.

It will be key for the City to share our experiences and successes as we carry out our MEP 2016, so that they may be used as a tool and a beacon for other Municipalities beginning the process. While realities of budget restrictions are an important factor for the City to consider in any planning activity, it is possible to achieve a green Community while adhering to the financial constraints of a publicly-funded Municipal system. It is clear that new technology and ideology changes have produced continued operational cost reductions while improving indoor comfort and environmental sustainability. These cost saving projects can essentially fund themselves by avoiding the use of previously allocated funds. As long as the savings are reinvested, these improvements can continue for the foreseeable future, ensuring a sustainable process.

In terms of new builds, many organizations are now working within LEED™ standards to guide the design and construction of the new built environment. This is an important consideration for the City to ensure that new development is properly planned to achieve long-term sustainability.

British Columbia has emerged as the Canadian leader in such efforts to make public buildings carbon neutral, and provides an excellent resource in this area.

From the performance indicators set out by the Ministry for Municipalities, we have learned that for our MEP 2016 to be successful we must:

- Identify opportunities to form community partnerships for environmental education purposes,
- Expand on and plan for professional development,
- Support energy conservation practices,
- Assess community groups that could support environmental education now, and
- Document the current level of participation by stakeholders and the outside community to identify opportunities and areas for improvement.

4 CITY ENERGY CONSERVATION MEASURES

To date, the City has embarked on our conservation journey by implementing several energy-saving measures as identified in energy audits completed in 2009 and 2014. The following section highlights some of the more intensive energy conservation measures implemented to date.

4.1 The Start of the Journey: Energy Audits

Once the overall energy consumption is measured for any organization, the next level and natural progression is to develop an understanding of the nature of utilities consumption to create a focus on waste reduction and target systems that consume the most resources based on specific criteria. For the City, some of our facilities were audited by industry expert Consultants in 2009 and 2014. From these audits, Energy Conservation Measure themes were created in order to allow for efficient and cost effective implementation. A description of the opportunities found by the auditors, as well as simple paybacks and available incentives, are listed below. Once identified, these Energy Conservation Measure themes were then considered, along with our capital investment plan, to create a short, medium and long-term investment strategy. Remediation measures and ongoing capital planning will be implemented based on these audits in order to reduce or eliminate causes of negative performance. Long term strategies will include additional audits and re-commissioning of these facilities both to track the progress of implemented conservation initiatives and to identify new areas of focus.

City of Temiskaming Shores

Simple Payback	Savings (\$)	Implementation Cost (\$)	Consumption Savings (ekWh/yr)	Demand Savings (kW)	Measure Description	Audit Date	Location
0.2	\$970	\$200	23,010	0	Low Flow Shower	2009	Pool and Fitness Centre
0.8	\$6,800	\$5,500	226,060	0	Recommission Dectron Unit	2009	Pool and Fitness Centre
1	\$630	\$615	8,100	0	Occupancy Sensors	2009	Pool and Fitness Centre
1.3	\$6,700	\$9,000	159,283	0	Optimize Pool Zone Conditions	2009	Pool and Fitness Centre
2.6	\$3,125	\$8,000	74,335	0	Outdoor Air Ventilation Lock Out	2009	Pool and Fitness Centre
2.9	\$14,000	\$40,000	100,000	20	VFD on High Lift and Low Lift Pumps	2014	Haileybury WTP
3	\$15,000	\$45,000	100,000	20	VFD on High Lift and Low Lift Pumps	2014	New Liskeard WTP
3.3	\$2,485	\$8,100	31,878	0	VFD with turbidity meter for filtration	2009	Pool and Fitness Centre
3.9	\$16,875	\$65,400	401,286	0	Atmospheric to condensing Boiler	2009	Pool and Fitness Centre
4.3	\$105	\$445	1,317	0	Incandescent Exit Signs to LED	2009	Pool and Fitness Centre
6	\$1,055	\$6,300	10,381	18	T12 to T8 Lighting Upgrade	2009	Pool and Fitness Centre
7.1	\$25,530	\$180,000	195,000	35	Replace Blower#1 with High Efficiency	2014	Haileybury WWTP
11	\$8,355	\$92,000	207,000	0	Solar Domestic Hot Water System	2009	Pool and Fitness Centre
11.4	\$11,800	\$135,000	401,722	0	Water Source Heat Pump	2009	Pool and Fitness Centre
11.6	\$740	\$8,600	7,224	13	HID to T5 Lighting Upgrade	2009	Pool and Fitness Centre
35.4	\$710	\$25,000	16,134	0	Controls Pneumatic to DCC Upgrade	2009	Pool and Fitness Centre

By identifying all accessible mechanical systems, we were able to breakdown rough consumption of all three major utilities: electrical, natural gas and water. The identification of these usage points allowed the City to create not only a detailed opportunity list of procedural and capital intensive projects, but to also detect trends and themes of where major efforts should be focused.

In all, sixteen opportunities were identified with an overall cost savings potential of approximately \$115,000 and an associated implementation cost of nearly \$630,000. This list was intended to facilitate in the prioritization of funds from federal grants, as well as identify other opportunities to be undertaken once those funds have been disbursed. In general, these audits showed that the greatest opportunities lie in the areas of heating, lighting and core process such as pumps and fans. These areas will guide our focus as we plan conservation measures for the short, medium and long term.

4.2 Energy Conservation Measures Implemented

Prior to the completion of the MEP 2016, the City has already taken significant steps towards reducing its energy consumption. Below is a list of measures that have been implemented following the audits conducted at city facilities.

City of Temiskaming Shores Energy Conservation Projects Implemented prior to 2016		
Location	Year	Description
Public Works #2	2013	Lighting Upgrade
Public Works #2	2013	Heating Upgrade
New Liskeard WTP	2013	Lighting Upgrade
New Liskeard WTP	2013	Heating Upgrade
New Liskeard Arena	2013	Ice Surface Lighting Upgrade
Haileybury WTP	2013	Lighting Upgrade
Riverside Place	2014	HVAC Upgrade
City Hall	2014	HVAC Upgrade
Pool and Fitness Centre	2015	Dectron Dehumidification System

4.3 Energy Conservation Measured Planned

While the City recognizes that we have already completed a substantial amount of work towards energy efficiency and conservation, there is still much to do in order to reach our Sustainability goals. **Section 3.1.1: Electricity** detailed the impact that City facilities have within the Commercial sector and **section 3.2: Carbon Footprint** used this energy data to show how the overall GHG emissions of those facilities are growing. With this in mind, the City has put together the following short, medium and long-term plans to act as a roadmap to our continued operational improvement. These goals are divided in 1-2 years, 3-7 years and 8-20 years. It is very important to realize that this is a 'living' plan. There are many key influences that can affect the plan and cause a change in direction. These include: new or altered incentives, equipment failure, and unforeseen changes to funding or budget restrictions are just a few of the potential drivers.

4.3.1 Short Term Conservation Strategies

The following details some of the short-term targets and focus areas for the City over the next 1 - 2 years.

4.3.1.1 Lighting Upgrades and Standards for New Construction and Renovations

Lighting is a substantial source of electrical energy used in municipal facilities, approximately 25% of totals. Lighting is such a high source of consumption for many reasons including the age of the buildings and the pricing and availability of high efficiency alternatives at the time of construction. Traditionally, more emphasis is placed upon initial capital rather than long term operation costs, leading many facilities and streetlights to be equipped with inefficient high wattage lighting systems. The City will reduce the energy consumed by lighting systems by incorporating the following actions into a new standard for lighting systems in the City' facilities.

Proposed Target:

Implement new standards for lighting replacements and renovations that result in all new lighting installations being of either high efficiency or LED equivalents.

The City will take the following actions to achieve this target:

1. Where feasible, implement a replacement by attrition policy in all municipal buildings that replaces any defective lighting fixture with either a high efficient or LED equivalent.
2. Generate plans and budgets for future street lighting projects to be comprised of primarily LED fixtures.
3. Take advantage of IESO provided incentives to help fund these initiatives.
4. Collaborate with neighboring regions to plan and advocate for high efficiency lighting in regional street lighting projects.

4.3.1.2 Improving Efficiency and Making Wiser Use of Natural Gas

While overall energy usage of City facilities has been trending down, its natural gas consumption and GHG emissions have been rising (20% and 19% increases respectively from 2011 to 2014). High heating demands have led to high natural gas consumption in facilities, and this translates into greater emission levels. The best methods to combat these increases and bring natural gas consumption rates down is to improve the thermal efficiency of buildings and reduce unnecessary heating.

Proposed Target:

Halt the annual increases in natural gas consumption from municipal facilities by 2018. A $\pm 5\%$ year to year variation would be considered halted. Natural gas data reported to the ministry of Energy will serve as the metric by which this target is measured.

The City will take the following actions to achieve this target:

1. Implement maintenance procedures at all municipal buildings that include inspection, repair and replacement of doors and window seals on a bi-monthly basis.
2. Ensure all thermostats are upgraded to programmable models wherever feasible and provide training and guidance on acceptable scheduling and temperature setpoints. Implement routine checks to ensure these schedules are not being manually overridden.
3. Begin a systematic approach to upgrading the heating systems at high consumption facilities as identified through energy audits previously conducted.

4. Investigate the feasibility of using solar water heating to reduce the natural gas consumption of pool water heating.
5. Investigate the feasibility of installing heat pumps at municipal office buildings and small libraries.
6. Take advantage of incentive programs from Union Gas for retrofits and gas saving measures.

4.3.2 Medium Term Conservation Strategies

The following details some of the medium-term targets and focus areas for the City over the next 3 - 8 years.

4.3.2.1 Increase the Share of Public Transportation in the City's Modal Distribution

Although transportation does not immediately come to mind when thinking of energy conservation, this sector consumes 15% of the total energy in the City and 25% of its GHG emissions. The City will work to reduce our reliance on this energy source by increasing sustainable forms of transportation through infrastructure improvements to support cycling and walking, ensuring development is transit friendly and planning our communities to be complete and healthy.

Proposed Target:

Achieve a 5% modal split in transit and a 3% total increase in walking, biking or other mode of transport by 2024, as reported by the federal census data.

The city will take the following actions to achieve this target:

1. Continue to support Urban Development as detailed in the Official Plan by promoting local work opportunities and reducing outbound commuting.
2. Emphasize the importance of sustainable transportation measures, such as transit and active transportation.
3. Consider feasibility of car share and bike programs.
4. Support/encourage school oriented programs to increase active transportation initiatives.
5. Ensure new and reconstructed arterial and collector roads are built as *Complete Streets*²⁵ that are safe and accessible for pedestrians and cyclists of all ages where feasible

²⁵ A Complete Street is designed for all ages, abilities, and modes of travel. On Complete Streets, safe and comfortable access for pedestrians, bicycles, transit users and the mobility-impaired is not an afterthought, but an integral planning feature. <http://completestreetsforcanada.ca/>

6. Continue to expand and modernize the local transit system by improving bus shelters, ticketing systems, routes, and online accessibility.
7. Ensure new development is transit friendly.
8. Work with neighboring regions to develop and promote inter-region public transportation options.

4.3.2.2 Install VFD's in Water Handling Facilities

As detailed in the Energy Audits performed at our water handling facilities, energy used in pumping water represents a significant portion of the total facilities energy demand. When we consider that nearly half of all electrical energy used by the City's facilities come from these types of facilities it will be imperative that we focus our conservation efforts at reducing this high demand process. Older pumps and motors are typically over-designed for their general usage and therefore consume more energy than is required. By installing a variable frequency drive (VFD) the total demand and consumption of these pumps can be reduced by up to 20%, while maintaining the capability of meeting peak or full load conditions.

Proposed Targets:

- a) Investigate and install where feasible, VFD's at 30% of wastewater facilities (6 of 18 total) by 2024.*
- b) Reduce energy consumption at these facilities by 12% by 2024.*

The City will take the following actions to achieve these targets:

1. Initiate 2 Detailed Engineering Studies (DES) every two years to determine the feasibility, payback, and energy conservation levels of VFD installations at the water treatment facilities, beginning with those already identified through Energy Audits as high conservation opportunities.
2. Pursue IESO funding for the DES's.
3. Implement the findings of the DES's where feasible and initiate measurement and verification practices to quantify the success of the measures.

4.3.2.3 Energy Audits, Retro-commissioning and New Building Commissioning

Programs like energy audits and commissioning practices are cyclical processes that can be key tools in identifying deficiencies and increasing returns on investments in energy conservation. Technological advancements are only a part of the energy puzzle, and ensuring that conservation programs are being properly implemented and functioning properly can be as effective as mechanical improvements. Instituting a schedule of both energy audits and retro-commissioning of large consumption facilities will help the City to both identify new conservation opportunities and to track the effectiveness of past measures.

Proposed Targets:

- a) Develop and institute an approved schedule of Energy Audits at each of the facilities operated by the City. Energy Audits will occur at a minimum of once every 5 years.*
- b) Develop and institute a scheduled program of re-commissioning existing major HVAC equipment at high consumption facilities such as Arena, Pool, and Fitness and Recreation Centers.*

The City will take the following actions to achieve this target:

1. Work with Council to plan, organize and budget for a schedule of Energy Audits at all of the Cities facilities.
2. Work with Council to plan, organize and budget for a schedule of re-commissioning activities at its high consumption facilities.
3. Educate staff and the community on the benefits of recurring Energy Audits
4. Support and include commissioning practices during new construction and renovations at City operated facilities.
5. Lobby provincial governments to extend incentive programs for Energy Audits and Commissioning.
6. Develop budgets and schedules for implementing the findings of the Energy Audits.

4.3.3 Long Term conservation Strategies

The following details some of the long-term targets and focus areas for the City over the next 8 - 20 years.

4.3.3.1 Provide the Energy Needed for Projected Growth through Improved Energy Efficiencies

Target – Use efficiency to create at least all the energy needs to support the growth of the building inventory

The City is entering a period where at least 1,540 new homes will be added by 2031. These will add approximately 58 eGWh annual energy consumption per year. Over the same time period, significant portions of the residential sectors will undergo renovations and upgrades, providing opportunities for increasing efficiencies. To support the new population, commercial, industrial and institutional buildings will also undergo significant expansion.

Proposed Target:

Use efficiency improvements to create at least all the energy needs to support the growth of the building inventory through 2031.

The first step is to target the existing building stock and take the following actions:

1. Target conservation programs to older building stock and encourage commercial and industrial sectors to participate in Energy Audits and Retro-Commissioning programs. Develop standards for recurring use of these programs over specific time periods, based on building age and energy intensity.
2. Develop lighting standards for renovations that include options for LEDs and other high-efficiency lighting types. Include operational standards such as light and motion sensors, and automatic timers.
3. Consider incentives or financing programs to accelerate meeting efficiency standards of new Ontario Building Codes.

4. Encourage building owners to improve the thermal efficiency of their facilities through measures such as increased insulation and weather stripping. Develop window replacement and maintenance programs, including window sealing and caulking.
5. All major renovations will be expected to achieve at least a 20% energy efficiency increase from today's overall city-wide average of 462 ekWh/m²/yr starting from 2017. Moving forward, this target will be improved by a net 3% per year through at least 2031.
6. Encourage regional partners to adopt these new standards.

Next, we will focus on encouraging new building construction to embrace higher energy efficiency standards than are currently used in the Ontario Building Code by:

1. Encouraging builders to improve energy efficiency and sustainability of new buildings by utilizing third party programs such as LEED™ certification, BOMA BEST, or ENERGY STAR® for new homes, and celebrating these successes.
2. Develop policy for energy efficient guidelines and equipment specifications for new construction projects that reduce average energy efficiency by 1.5% per year for ongoing new construction from 2017 to 2031.

And finally, we will decrease consumption of appliances and electrical equipment by:

1. Increasing participation rates and awareness of recycling and replacement programs for refrigerators and electronics equipment.
2. Educate people on the benefits of the ENERGY STAR® program, particularly when purchasing new appliances and electronics and the impact of phantom loads.

4.3.3.2 Retrofit All Municipal Buildings and Streetlights with High Efficiency Lighting Systems

As previously mentioned. Lighting opportunities within the City's facilities are substantial. Lighting accounts for 25% of all electricity consumed and is one of the most reliable energy conservation measures we can implement. As we continue to work towards sustainable energy practices, lighting will remain a key area of focus. While the City has already outlined a short-term plan to being this process, many existing lighting systems, particularly exterior, park and arena lighting require significant renovations to install LED or high efficiency options. Because of this, we will be instituting the following actions to provide an economically responsible and realistic long term plan.

Proposed Target:

Reduce energy consumption from lighting by 50% from 2014 levels by 2031.

The City will take the following actions to achieve this target:

1. Use information gathered through Energy Auditing to plan and budget for scheduled replacement of major lighting systems.
2. Work with consultants and industry representatives to determine the most cost-effective energy efficient options on a continuing basis.
3. Pursue lighting retrofit incentives from IESO and lobby for the renewal of such programs.
4. Begin a staged implementation of this plan with the aim of all lighting being retrofitted by 2031.

4.3.3.3 Building Envelope Upgrades – Reducing Thermal Losses

Thermal losses through building envelopes can be substantial. In some cases as high as over 20% of the total energy used to condition a building is lost through the envelope. Increasing the efficiencies of the methods used to condition our facilities is a great conservation method, but if 20% of our energy is still being lost to the environment we are still fighting a losing battle. Upgrades to doors, windows, and insulation improvements are some of the most common and effective means of decreasing the thermal losses of buildings. Due to the high usage of natural gas in our facilities, these losses directly translate into higher emission levels. The primary constraint on these projects however is that they can be cost prohibitive, especially when done in a retrofit scenario. To improve the thermal efficiency of our buildings the City will look to incrementally improve our building envelopes and use incentive funding as an important resource in achieving our targets.

Proposed Target:

Improve the thermal efficiency of existing building stock and increase standards for new construction building envelopes.

The City will take the following actions to achieve these targets:

1. The City will make use of 3rd party programs such as LEED™ and BOMA BEST® in its new construction buildings which place emphasis on increasing the effectiveness of building envelopes
2. The City will take steps to plan and implement a window replacement program for its older existing building stock, using information gathered through Energy Auditing to determine the highest priority facilities.
3. The City will investigate the feasibility of instituting a program of spray-foam insulation in ceiling and attic cavities in existing building stock, using information gathered through Energy Auditing to determine the highest priority facilities.
4. During any significant renovation to existing building stock consideration will be given to the feasibility of combining insulation improvements with existing project plans, so as to reduce retrofit costs.

5. The City will implement such retrofit measures as deemed feasible to improve the building envelope including but not limited to; Air Curtains, Automatic Doors, Reflective E-film Window Coverings, Window Roller Shades, etc.

4.4 Operational Efficiency Improvements

Despite the need for additional capital investments, many conservation opportunities within the City have been put in place with simple operational changes. Changes in focus, or simply considering the big picture, enables us to continuously improve on existing systems. It is always a preferable green and economic policy to save a watt rather than to generate a watt, and the cheapest watt of electricity is the one not used. The following documents the many and varied measures taken to improve our energy efficiency through operational changes. These measures are not categorized under our capital intensive strategies above as these measures generally require low investment and are more of a philosophical change than specific measures. Many of these items were identified directly from the energy audits completed by the City.

4.4.1 Green Purchasing

Green purchasing involves identifying, selecting and purchasing products (i.e. goods or services) with significantly less adverse environmental impacts than competing products. Further it involves considering the costs and environmental characteristics and performance of a product in all stages of its life-cycle, from product design, development and production/provision, through product use, to the ultimate handling (i.e. recovery, recycling, re-use and/or waste disposal) of whatever remains of the product at the end of its useful lifespan.



Ideally, while green purchasing considers multiple environmentally preferable aspects and associated reduced impacts of products through entire life-cycles, where possible and appropriate, it should target and give greatest preference to those products that are environmental leaders from a cumulative and full life-cycle perspective.

Within the City, green purchasing needs to be a grass roots initiative. Reports and requests for purchases reaching Purchasing should already embody environmental issues and green

alternatives. The city of Temiskaming Shores is committed to increasing the proportion of recycled, recyclable, and other environmentally preferred products and services in our acquisitions. While maintaining this commitment, the City will also recognize that the need for quality and fiscal responsibility are needed to be taken into consideration.

There are three guiding principles to aid staff in enhancing the green purchasing initiative:

1. When formulating contracts and tenders specifications for goods and services, do so in a manner that allows for the recommendation of environmentally responsible and sustainable products, given full consideration of the operational and financial implications.
2. A products full life-cycle environmental benefits and costs need to be considered over the products service life (i.e. consider not only initial costs, but maintenance and replacement costs, product lifetime and disposal costs and waste stream).
3. Base purchasing decisions on accurate information about environmental performance.

4.4.2 Green Cleaning

Green cleaning policies reduce the exposure of building occupants and maintenance personnel to potentially hazardous chemical, biological and particulate contaminants, which adversely affect air quality, human health, building finishes, building systems and the environment. Such policies are part of the LEED certification program and will be implemented throughout the municipality. Contained within **Appendix B** of this report is a sample template of the green cleaning policy to be used and tailored to each specific municipal facilities. This policy will ensure that the health and safety of the buildings occupants and maintenance personnel is of the upmost priority while reducing the impact on the environment and maintaining cost effectiveness.

4.4.3 Electronics Recycling Program

The Ontario Electronic Stewardship (OES) is an industry-led, not-for-profit organization that operates the regulated recycling program in Ontario. They ensure that end-of-life electronics are handled in a safe, secure and environmentally-sound manner. There are currently three electronic drop-off locations registered with OES within the City, located at the city's landfill, recycling center and JPL storage. While these location are a good start, they only allow collections

at limited hours or by appointment. These inconveniences can increase the risks of electronics entering the landfills through traditional waste streams.

Through the recycleyourelectronics.ca program OES is offering free storage bins and collection of electronics to municipalities and businesses. The City can take advantage of this program and set up electronics collections at its municipal buildings, with outdoor collection bins allowing for 24 hour drop-off accessibility. OES will list the drop-off locations on its website at no charge and also provide promotional material which will be used at the designated collection areas. Additionally, the program offers a payment on a per tonne collected basis.

4.4.4 Fuel Efficiency and Emission Reductions

Promoting fuel efficient or zero emission vehicles is another operational measure that can help to reduce emission generated within the municipality. The City will investigate the feasibility of electric charging stations at City facilities, including downtown parking lots. Due to the lack of charging stations within the near vicinity of the City, this measure could help to bring more electric vehicles into Temiskaming Shores, increasing public awareness and bringing more tourists through the city centre. There are also many third-party not-for-profit companies, such as Plug 'N' Drive that have developed programs to help municipalities and small businesses in installing charging stations.

The adoption of sustainable vehicle fleets by local private and institutional organizations can also be encouraged through local promotion and by using local examples to encourage the change. Adding preferred parking spaces for electric or hybrid vehicles will also positively influence the move to more sustainable vehicles.

4.4.5 Indoor Environment Quality

When occupants are comfortable and satisfied with their indoor environment, personal satisfaction with their surroundings is facilitated. A Municipal building is one of the variables in the provision of public services that is wholly within the control of the Municipality, especially in such areas as air quality, acoustics, lighting, infection control, and supporting a healthy active lifestyle.

4.4.5.1 Air Quality

Many Canadian jurisdictions have specific legislation that deal with indoor air quality. These regulations are generally concerned with amount of contaminants in the air and the amount of fresh air intake into a given area. These regulations are put in place by organizations such as ASHRAE²⁶ and Health Canada, amongst others. Indoor air quality is of concern for a variety of reasons, and occupants who work or live in facilities with poor indoor air quality can suffer from some or all of the following symptoms; headache, dryness and irritation of the eyes, nose and throat, fatigue, sinus congestion, coughing and sneezing, nausea and dizziness. These symptoms can be caused by a lack of or too much humidity, insufficient outdoor air intake, or indoor air contaminants. Contaminants such as CO₂, VOCs (Volatile Organic Compounds from cleaners, solvents and disinfectants) and dust are the leading causes of poor indoor air quality. Air filters and proper maintenance practises are often the best safeguard against these contaminants and proper operational practises must be in place to ensure adequate fresh air is reaching the occupants. The City will continue to work with its maintenance personnel to ensure that adequate fresh air intake levels are maintained at its facilities and that filters are both properly in place (to avoid unfiltered air from entering the space) and changed periodically. Note that timely maintenance practices of filter changes need to be maintained to reduce the risks of increasing pressure on supply fans, which would increase electrical consumption. As filters become blocked they restrict air flow.

4.4.5.2 Lighting

Whether in industrial or office settings, proper lighting makes all work tasks easier. People receive about 85 percent of their information through their sense of sight. Appropriate lighting, without glare or shadows, can reduce eye fatigue and headaches; it can prevent workplace accidents by increasing the visibility of moving machinery and other safety hazards. Good quality lighting also reduces the chance of accidents and injuries from "momentary blindness" (momentary low field vision due to eyes adjusting from brighter to darker, or vice-versa, surroundings). Poor lighting can cause several problems such as: insufficient light, glare, improper contrast, poorly distributed light and flicker. As the City moves to improve its lighting efficiency through the installation of LED lighting, the design and ergonomics of the lighting systems will be implemented in such a way as to avoid the above mentioned problems.

²⁶ American Society of Heating, Refrigerating and Air-conditioning Engineers

4.4.5.3 Supporting a Healthy, Active Lifestyle

The City has made a commitment to the social health of its residents through proactive physician recruitment, wellness programs, and adequate parks and playgrounds. The City has also set forth several initiatives to take place within the next five years to ensure the health and wellness of the community is proactively maintained and improved throughout its coming growth. Some short term initiative being undertaken by the City are;

- 1) Enrolling as a member of the Ontario Healthy Communities Coalition
- 2) Build in recognition of candidate programs and activities for a healthy community including programs against tobacco, substance abuse and exposure
- 3) Continue the program for physician recruitment
- 4) Where feasible, utilize best practice strategies for an age-friendly city
- 5) Supporting food growing and sharing in neighbourhoods through urban agricultural activities (e.g. farmer's markets, planting fruit trees in public areas, small-scale greenhouses on residential properties)
- 6) Planning, encouraging and facilitating the integration of active travel systems including;
 - a) Safe routes to school, public facilities and services, retail areas, workplaces, places of worship and recreation and cultural areas
 - b) Providing infrastructure to support active travel (e.g. sidewalks, off-street trails, dedicated bikeways, bicycle parking facilities, pedestrian crosswalks and transit shelters)
 - c) Provision of public transit services and facilities that accommodate pedestrians, cyclists, and people with disabilities
 - d) The City will endeavour to maintain active transportation routes on a year-round basis and where demand warrants

4.5 Water Efficiency

The first step in sustainable water management is to reduce or limit our demand on water resources. There are several easy steps we can take to achieve this through operational changes and retrofit installations. Since large retrofits can be cost prohibitive, the City will take a passive retrofit strategy. This means that as facilities age and equipment requires replacement or repair, water efficient equipment will be installed when equipment has reached its end of life or during other subsequent major renovations. In this manner, the city can avoid large cost projects while still incrementally improving its water use and conservation.

4.5.1 Dual Flush and Low Flow Toilets

Toilets manufactured prior to 1992 typically use over 13 litres of water per flush and toilets that were manufactured after the Energy Policy Act of 1992 that are not considered high efficiency will use approximately 6 Litres per flush. While the Energy Policy Act is an American standard, it has been widely accept across North America. So it is easy to see that replacing ageing toilets can drastically reduce water usage from toilets, which can account for up to 30% of a home's water consumption²⁷. Dual Flush toilets can further reduce this consumption to an average of 4 litres per flush. When completing renovation to bathrooms or when replacing toilets in municipal buildings, every effort will be made to incorporate dual flush or high efficiency models. The City will also promote and encourage new residential buildings that are equipped with high efficiency or dual flush models.

4.5.2 Automatic Faucets

A motion sensor activated faucet ensures that a minimal amount of water is lost per use. The majority of water usage by sinks occurs in the washroom when washing our hands. The average time a faucet is on is 30 seconds. By installing a motion sensor faucet, run time can be reduced to an average of only 12 seconds, and does not require manual shutoff. These faucets eliminate the risk of occupants leaving taps running and can greatly reduce water consumption at public facilities.

²⁷ Alliance for Water Efficiency <http://www.home-water-works.org/indoor-use/toilets>

4.5.3 Rainwater Collection

The purpose of rainwater collection or harvesting is to limit disruption of the natural hydrology by reducing impervious cover, increasing on-site infiltration, reducing or eliminating pollution from storm water runoff and eliminating contaminants. Runoff that would normally immediately leave the site through the storm sewer system can be stored in a rainwater harvesting system. This stored rainwater can then be used in a variety of ways, but is commonly used as a water source for irrigation of on-site landscape features. Rainwater harvesting reduces the pollution from storm water runoff by drastically reducing the quantity of runoff immediately leaving the site. This stored runoff is more slowly filtered through vegetation and the ground via irrigation--thereby increasing on-site infiltration--or is used to reduce potable water demand in graywater (non-potable) applications. The harvested rainwater can supply treated rainwater to applications such as custodial uses, toilet and urinal flushing, or for local irrigation.

5 COMMUNITY ENERGY CONSERVATION MEASURES

In the previous section we discussed some of the more specific measures the City has undertaken, as well as those it will implement in the future. Now, we move on to the more broad influence that our community has on our energy landscape. While the previous section outlined very specific targets, this section of the report will focus on more intangible elements such as culture and perspective, which have significant impacts on how we consume energy. Due to the nature of these measures, the targets outlined herein are broader and more open to interpretation than those previously proposed in the MEP. This does not imply that these measures are any less important, and in fact are likely more impactful than the specific targets set above as the community as a whole can have a much greater impact than the City alone. We begin this discussion with a brief review of some of the actions that City has taken in the build up to the formation of this report, a review of the community's energy maps, and an outline of goals and actions to be taken on a Community wide level.

5.1 Energy Conservation Measures Implemented

In 2014 the City began working with VIP Energy to form a team that would be responsible for planning, creating and executing the MEP. Below lists some of the steps undertaken in the journey towards the formation of this report.

5.1.1 Workshops and Advisory Stakeholder Group

The City, in cooperation with VIP Energy has developed a roster of Key MEP Stakeholders to form a committee to provide ideas and feedback on the development process as well as the Municipal Energy Plan itself. To assist in garnering support and gathering ideas from the group, materials were developed to encourage open discussions among attendees. These forums consisted of:

- Project Kick-off and Stakeholders Workshop #1,
- Key Stakeholders Workshop #2, and
- Key Energy User Meetings and Interviews.

The Key Energy User Meetings were designed to raise awareness of the MEP process as well as broaden our understanding of the energy use characteristics of some of the larger energy users in the community. Feedback was also acquired through two open forums as well as the interviews described above. Questions surrounding the energy conservation plans, constraints and needs

were also posed as well as a request to receive their individual energy use data for inclusion in the MEP and Energy Map. Many of the Community Stakeholders were able to provide us with key information regarding the restraints and opportunities with regards to their own energy management and conservation programs.

5.1.2 Energy Mapping

Energy mapping can provide valuable geographical information as to where the community is expanding, where high energy intensive activities are taking place, and can help to plan new development and energy infrastructure. The following Energy Maps, which display the energy intensity of the buildings within the City at a postal code granularity, will be used when making decisions on zoning, infrastructure, growth planning, and energy conservation measures.

The Energy Maps begin with a macro view of the City. This shows not only where energy use is most intense, but also gives a good sense of both the size of the municipality and the density of its buildings and populations. The subsequent Energy Maps display the energy intensity dispersal by postal code, adding granularity to the map and providing more detailed information as to where the majority of the energy conservation measures should be focused. The maps clearly show that the city centres have much higher intensities than the rural areas and the City will focus on these sectors when considering future projects. For reference, detailed maps of Haileybury, New Liskeard and Dymond are contained in **Appendix B** to give a better understanding of the zoning of the areas displayed on the Energy Maps.

Figure 5-1 Temiskaming Shores Energy Map



Figure 5-2 Postal Code P0J1R0, Intersecting Haileybury

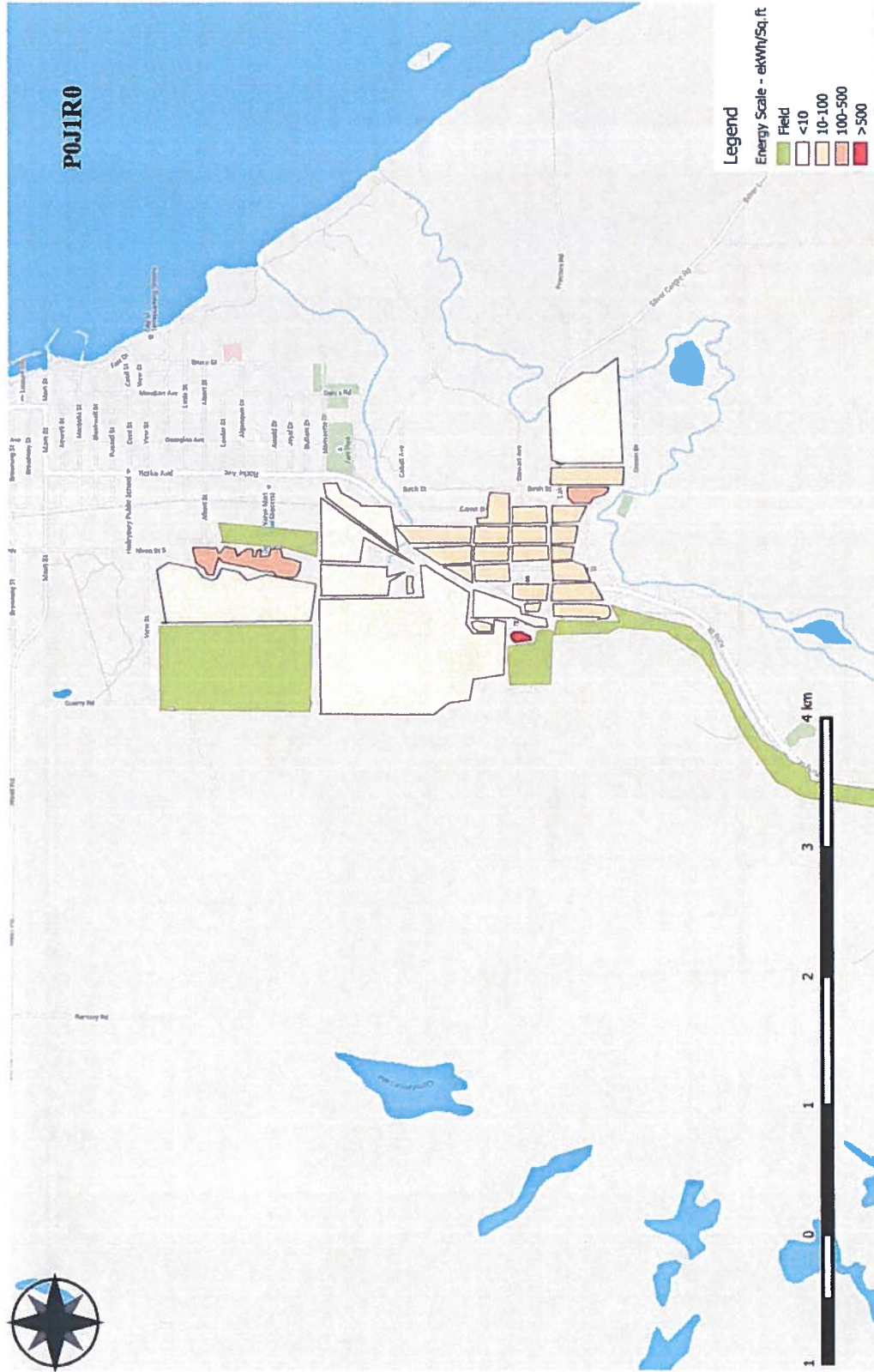
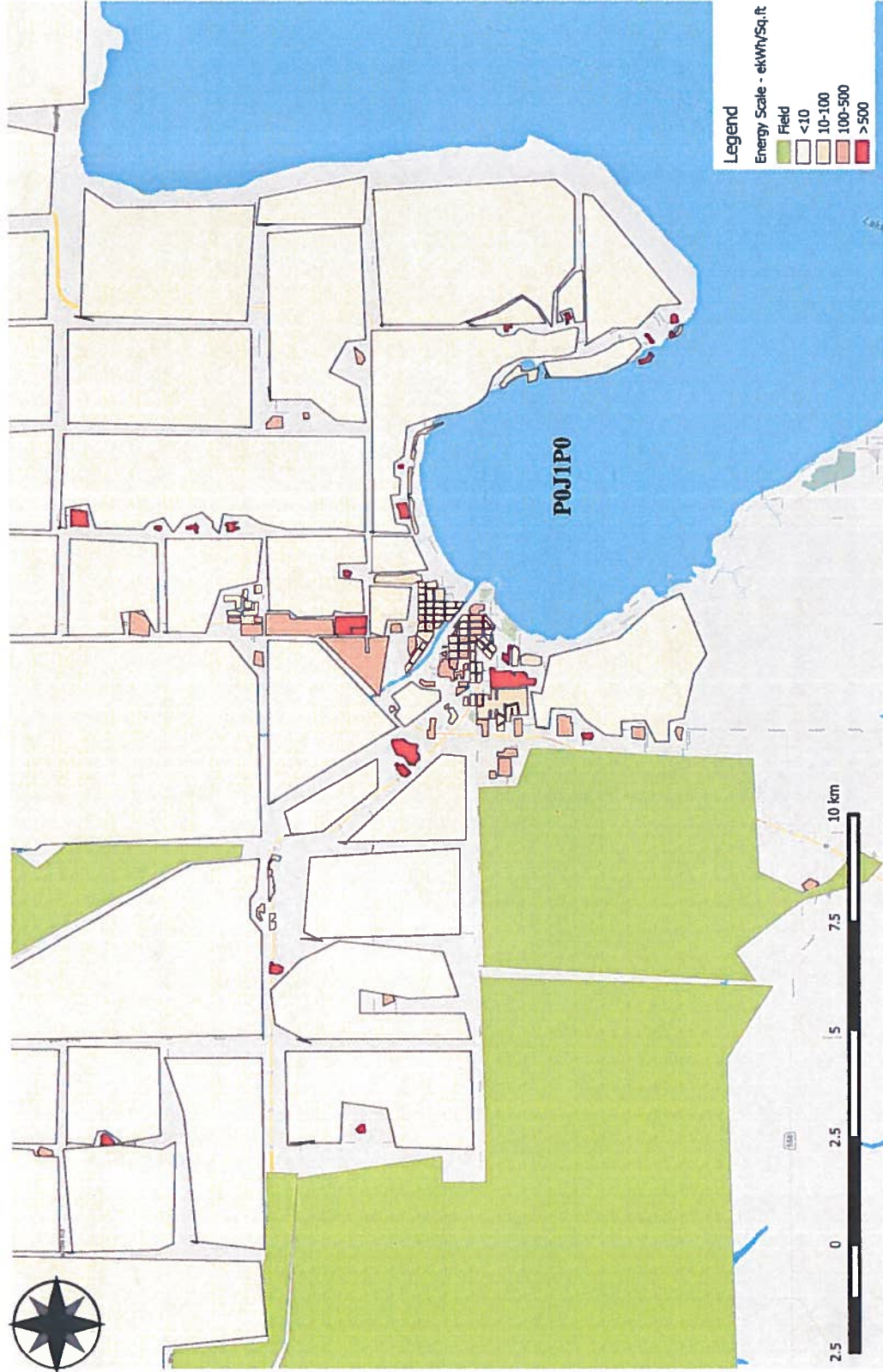


Figure 5-3 Postal Code P0J1K0, Haileybury



Figure 5-4 Postal Code P0J1P0, New Liskeard and Dymond



5.1.3 Community Engagement

The City, in cooperation with the VIP Project Team also provided marketing pieces to build awareness and support for both the MEP development process as well as energy conservation in general. These items include posters, informational handouts, materials for newspaper articles and other more general information pieces. Some of the highlights include:

- Earth Hour Messaging (Posters and Newspaper),
- Promotional Information for the April Lifestyles Show (Posters and Handouts for the General Public), and
- Various visual marketing pieces including energy conservation related posters and news articles.

This marketing program was directed at maintaining momentum for both the MEP process as well as energy management as a whole and was augmented by direct interaction with the public at a local trade show (listed above). Examples of material generated for community engagement can be found in **Appendix C**.

5.2 Energy Conservation Measures Planned

A community's ability to generate change within itself is largely dependent upon the amount of buy-in its residents have for an idea, cultural perspective or habit. To ensure that the community is promoting and actively working towards attaining its conservation and sustainability goals, the City will be undertaking the following action items. These areas of focus are designed to help positively influence the community's perception of conservation, and provide education on the merits of efficiency and sustainability. They will allow for the City to continue to play a leading role in conservation efforts in the region and increase its attractiveness to investment and industry through measures that both benefit the environment and are economically viable.

5.2.1 Community Conservation Culture

In order to achieve successful implementation of this MEP, a culture of conservation needs to be fostered within the community. This culture can then grow into meaningful behavior changes from the residents of the City which will ensure that the conservation efforts being put forth can reach their full potential. Technological improvements can only take us so far, but if the equipment and processes are not run or implemented efficiently, it can all be for naught. How do we get people to adopt a culture of conservation? Early adopters will always be a part of any new cultural movement, just as there will always be detractors on the other end of the spectrum. Getting those in the middle ground to shift towards positive action is where the real success or failures of such movements lie. Community engagement and stakeholder buy-in will be key in achieving success, as will communication and awareness.

The City will create leading edge community engagement in energy initiatives (conservation, retro-fits, and efficiency programs) in order to enhance our implementation effectiveness and support a sustained quality of life in the City.

The community conservation culture will be created by:

1. Creating a dedicated interactive community internet site on community energy.
2. Leveraging available funding to promote conservation and demand management programs.

3. Help organizations (commercial, industrial and institutional) rationalize longer-term payback periods by identifying conservation opportunities and behavior-based programs that can reduce energy consumption.
4. Work with local stakeholders to educate the community on the financial and environmental benefits of energy conservation.
5. Implement an energy conservation or climate change recognition program.
6. Use gamification, contests or reward programs to increase participation in conservation programs.
7. Educate people on the benefits of the ENERGY STAR® program, particularly when purchasing new appliances and electronics and the impact of phantom loads.
8. Continue to promote province wide initiatives like Earth Hour and recycling programs.
9. Supporting school programs to engage community on conservation initiatives.
10. Work with regional partners to expand conservation culture beyond our borders

5.2.2 Energy Efficiency

Improving energy efficiency is always a key part of any energy plan as efficiency improvements are often the most cost-effective and easily implemented retrofits to pursue. In addition to the efficiency recommendations made in previous sections of this report, the City will work with the community and key stakeholders to create new standards of efficiency in both new and existing buildings in ways that contribute to the City's overall economic competitiveness.

This will be achieved by:

1. Targeting conservation programs to older residential and commercial buildings, in areas identified as high consumption through the energy mapping process.
2. Consider incentives or financing programs to assist residents to finance retrofits.
3. Lobby provincial governments to extend conservation programs.

4. Encourage building owners to benchmark energy usage of building and help develop an existing energy usage database for the community. This data could then be used to further improve the community's culture of conservation.
5. Continuing to encourage building owners/managers to consider 3rd party energy efficiency programs such as LEED™ and BOMA BEST.
6. Encourage builders to improve energy efficiency and sustainability of new buildings beyond Ontario Building Code, using third party programs.
7. Ensuring that all new commercial, industrial and institutional buildings are evaluated for energy and water efficiency improvements and conservation opportunities. This will apply to any such facilities undergoing any major renovations.
8. Encourage regional partners to follow suit and adopt similar standards.

5.2.3 Energy Generation and Security

Currently the City has three substantial solar farms within its borders. Liskeard 1, 3, and 4 which have a combined 30 MW capacity. There are also several small residential solar projects throughout the municipality and there are no large sources of thermal, wind or biofuel generation. While the City has taken advantage of the solar resource in its area there are other renewable sources that will be explored in an effort to expand the generating capacity of the City. A strong energy infrastructure has many components, and security through redundancies and distributed generation are key elements. By expanding the amount of energy generated within the community, the City not only benefits from reduced operational costs, but also becomes more attractive to investments and industry by laying the groundwork for these emerging technologies. In addition to the need for increased local generation, decreasing the overall energy demand of the community is another major concern. Growing demand levels will require increased expansion of the existing electrical infrastructure and decrease the reliability of the grid.

The City will take steps to increase the capacity for integrated community energy utility infrastructures through the following actions:

1. Encourage residential and commercial facilities to utilize solar water heating for pools and domestic hot water use by educating and providing support for these projects.

2. The potential for wind generation is average to poor, but increases along the shoreline. Preliminary investigations will be undertaken to determine the merits and environmental impacts of small scale wind generation for facilities along the shorelines.
3. Provide education and support to industry and commercial facilities with high energy demand, as identified through the Energy Maps, on co-generation systems. These systems are capable of making the most efficient use of input fuel by generating both electricity and converting waste heat into a useable energy source.
4. Work with local industry and businesses to reduce peak demand by implementing a demand management program that will work with stakeholders to encourage them to shift high demand process away from peak periods.

Several other technologies exist that may be examined for their feasibility for integration into the City's energy infrastructure, however the above-mentioned areas of focus are best suited to the City's geography and energy demands. Other technologies that may be considered include: Deep Water Lake cooling to substitute summer AC demands, Wastewater micro-turbines and heat recovery, biofuel co-generation and landfill gas capture. These technologies have been designated as lower priority options due to both the building density of the City and its climate.

5.2.4 Land Use and Growth

Traditionally, energy planning is not a large part of community planning, but how we plan our communities can have a significant effect on how we use energy. The City has already committed to many green building and architecture principles in its Official Plan, and the following actions will expand on these initiatives to help us build a complete and healthy community, where mixed-use areas support active transportation measures and a local transit system.

The City will optimize our integrated community energy systems and efficiency opportunities in land use planning by:

1. Promoting pedestrian-friendly design through:
 - a. Planning for convenient walking distances to transit and parks

- b. Creating dedicated walkways and pathways/trails to link activity nodes (e.g. home-to-work)
 - c. Encouraging compact, efficient mixed-use areas that optimize redevelopment and integrate residential, office and retail commercial developments
2. Creating opportunities for energy conservation through:
- a. Orienting new buildings to take advantage of solar gain
 - b. Retain/plant and maintain shade trees for summer cooling and winter shelter
 - c. Encourage pedestrian and bicycle usage over vehicle travel
 - d. Encourage the use of green infrastructure and systems (e.g. use of permeable surfaces, green facades, green/grass roofs and passive design landscaping, solar shading, use of recycled building and construction materials)
 - e. Enhancing the capacity of municipal staff to consider passive energy and sustainable building measures to conserve energy through the planning approvals process where feasible.

6 IMPLEMENTATION PLAN

The following table is a concise summary of the goals and objectives for the MEP2016. Initiatives for each objective are identified with an indication of their priority, estimated implementation timing, what resources will be required, and who will take the lead.

Initiative	Priority	Timing	Lead	Resources
City of Temiskaming Shores Led Measures				
Target: Lighting Upgrades and Standards for New Construction				
1. Where feasible, implement a replacement by attrition policy in all municipal buildings that replaces any defective lighting fixture with either a high efficient or LED equivalent.	High	Short-Term	City	Staff resources; funding required
2. Generate plans and budgets for future street lighting projects to be comprised of primarily LED fixtures.	Medium	Short-Term	City	Staff resources
3. Take advantage of IESO provided incentives to help fund these initiatives.	High	Short-Term	City, Hydro One	Staff resources
4. Collaborate with neighboring regions to plan and advocate for high efficiency lighting in regional street lighting projects.	High	Short-Term	City, Hydro One, Union Gas	Staff resources
Target: Halting the Rise in Natural Gas Usage				
1. Implement maintenance procedures at all municipal buildings that include inspection, repair and replacement of doors and window seals on a bi-monthly basis.	High	Short-Term	City	Staff resources
2. Ensure all thermostats are upgraded to programmable models wherever feasible and provide training and guidance on acceptable scheduling and temperature setpoints. Implement routine checks to ensure these schedules are not being manually overridden.	High	Short-Term	City	Staff resources

Initiative	Priority	Timing	Lead	Resources
3. Begin a systematic approach to upgrading the heating systems at high consumption facilities as identified through energy audits previously conducted.	Low	Short-Term	City, Union Gas	Staff resources; funding required
4. Investigate the feasibility of using solar water heating to reduce the natural gas consumption of pool water heating.	Medium	Short-Term	City, Union Gas, External Consultants	Staff resources
5. Investigate the feasibility of installing heat pumps at municipal office buildings and small libraries.	Low	Short-Term	City, Union Gas, External Consultants	Staff resources
6. Take advantage of incentive programs from Union Gas for retrofits and gas saving measures.	High	Short-Term	City, Union Gas	Staff resources
Target: Increase the Share of Public Transportation in the City's Modal Distribution				
1. Continue to support Urban Development as detailed in the Official Plan by promoting local work opportunities and reducing outbound commuting.	Medium	Medium-Term	City, community partners	Current resources
2. Emphasize the importance of sustainable transportation measures, such as transit and active transportation.	Medium	Medium-Term	City, community partners	Staff resources
3. Consider feasibility of car share and bike programs.	Medium	Medium-Term	City	Staff resources
4. Support/encourage school-oriented programs to increase active transportation initiatives.	High	Medium-Term	City, community partners	Staff resources
5. Ensure new and reconstructed arterial and collector roads are built as <i>Complete Streets</i> that are safe and accessible for pedestrians and cyclists of all ages where feasible	High	Medium-Term	City	Staff resources; potential funding required

Initiative	Priority	Timing	Lead	Resources
4. Support and include commissioning practices during new construction and renovations at City operated facilities.	Low	Medium-Term	City	Staff resources, requires funding and external resources
5. Lobby provincial governments to extend incentive programs for Energy Audits and Commissioning.	Low	Medium-Term	City, Hydro One, Union Gas	Staff resources
6. Develop budgets and schedules for implementing the findings of the Energy Audits.	Medium	Medium-Term	City, Hydro One, Union Gas	Staff Resources, funding required
Target: Provide the Energy Needed for Projected Growth through Improved Energy Efficiencies				
1. Target conservation programs to older building stock and encourage commercial and industrial sectors to participate in Energy Audits and Retro-Commissioning programs. Develop standards to for recurring use of these programs over specific time periods, based on building age and energy intensity.	Medium	Long-Term	City, Hydro One, Union Gas	Staff resources, requires funding and external resources
2. Develop lighting standards for renovations that include options for LEDs and other high-efficiency lighting types. Include operational standards such as light and motion sensors, and automatic timers.	High	Long-Term	City, community partners	Staff resources
3. Consider incentives or financing programs to accelerate meeting efficiency standards of new Ontario Building Codes.	Low	Long-Term	City	Staff Resources, funding required
4. Encourage building owners to improve the thermal efficiency of their facilities through measures such as increased insulation and weather stripping. Develop window replacement and maintenance program, including window sealing and caulking.	Medium	Long-Term	City, Hydro One, Union Gas	Staff resources

Initiative	Priority	Timing	Lead	Resources
5. All major renovations will be expected to achieve at least a 20% energy efficiency increase from today's overall city-wide average of 462 kWh/m ² /yr starting from 2017. Moving forward, this target will be improved by a net 3% per year through at least 2031.	High	Long-Term	City, Hydro One, Union Gas	Staff resources and external resources
6. Encouraging builders to improve energy efficiency and sustainability of new buildings by utilizing third party programs such as LEED™ certification, BOMA BEST, or ENERGY STAR® for new homes, and celebrating these successes.	High	Long-Term	City, Hydro One, Union Gas	Staff resources and external resources
7. Encourage regional partners to adopt these new standards	Medium	Long-Term	City, community partners	Staff resources
8. Develop policy for energy efficient guidelines and equipment specifications for new construction projects that reduce average energy efficiency by 1.5% per year for ongoing new construction from 2017 to 2031.	High	Long-Term	City, Hydro One, Union Gas	Staff resources and external resources
9. Increasing participation rates and awareness of recycling and replacement programs for refrigerators and electronics equipment.	Medium	Long-Term	City, community partners	Staff resources and external resources
10. Educate people on the benefits of the ENERGY STAR® program, particularly when purchasing new appliances and electronics and the impact of phantom loads.	Medium	Long-Term	City, community partners	Staff resources and external resources
Target: Retrofit All Municipal Buildings with High Efficiency Lighting Systems				
1. Use information gathered through Energy Auditing to plan and budget for scheduled replacement of major lighting systems.	High	Long-Term	City, Hydro One	Staff resources

Initiative	Priority	Timing	Lead	Resources
2. Work with consultants and industry representatives to determine the most cost-effective energy efficient options on a continuing basis.	Low	Long-Term	City, External Consultants	Staff resources and external resources
3. Pursue lighting retrofit incentives from IESO and lobby for the renewal of such programs.	Medium	Long-Term	City, Hydro One	Staff resources
4. Begin a staged implementation of this plan with the aim of all lighting being retrofitted by 2031.	Medium	Long-Term	City	Staff resources, funding required
Target: Building Envelope Upgrades				
1. The City will make use of 3 rd party programs such as LEED™ and BOMA BEST® in its new construction buildings which place emphasis on increasing the effectiveness of building envelopes	Medium	Long-Term	City, Hydro One, Union Gas	Staff resources
2. The City will take steps to plan and implement a window replacement program for its older existing building stock, using information gathered through Energy Auditing to determine the highest priority facilities.	Medium	Long-Term	City, Hydro One, Union Gas	Staff resources
3. The City will investigate the feasibility of instituting a program of spray-foam insulation in ceiling cavities of existing building stock, using information gathered through Energy Auditing to determine the highest priority facilities.	Low	Long-Term	City, External Consultants	Staff resources, funding may be required
4. During any significant renovation to existing building stock consideration will be given to the feasibility of combining insulation improvements with existing project plans, so as to reduce retrofit costs.	High	Long-Term	City	Staff resources, funding may be required

Initiative	Priority	Timing	Lead	Resources
5. The City will implement such retrofit measures as deemed feasible to improve the building envelope including but not limited to; Air Curtains, Automatic Doors, Reflective E-film Window Coverings, Window Roller Shades, etc.	High	Long-Term	City	Staff resources, requires funding and external resources
Community Focused Measures				
Community Conservation Culture				
1. Creating a dedicated interactive community internet site on community energy.	Medium	Short-Term	City, External Consultants, Hydro One, Union Gas	Staff resources, funding required
2. Leveraging available funding to promote conservation and demand management programs.	High	Medium-Term	City	Staff resources
3. Help organizations (commercial, industrial and institutional) rationalize longer term payback periods by identifying conservation opportunities and behavior-based programs that can reduce energy consumption.	Medium	Medium-Term	City, community partners	Staff resources
4. Work with local stakeholders to educate the community on the financial and environmental benefits of energy conservation.	Medium	Medium-Term	City, community partners	Staff resources
5. Implement an energy or climate change recognition program.	High	Short-Term	City, community partners	Staff resources
6. Use gamification, contests or reward programs to increase participation in conservation programs.	Low	Medium-Term	City, community partners	Staff resources
7. Educate people on the benefits of the ENERGY STAR® program, particularly when purchasing new appliances and electronics and the impact of phantom loads.	Medium	Medium-Term	City, community partners	Staff resources

Initiative	Priority	Timing	Lead	Resources
8. Continue to promote province wide initiatives like Earth Hour and recycling programs.	Low	Medium-Term	City, community partners	Staff resources
9. Supporting school programs to engage community on conservation initiatives.	Low	Medium-Term	City, community partners	Staff resources
Energy Efficiency				
1. Targeting conservation programs to older residential and commercial buildings, in areas identified as high consumption through the energy mapping process.	High	Short-Term	City, community partners	Staff resources
2. Consider incentives or financing programs to assist residents to finance retrofits.	Low	Medium-Term	City	Staff resources, funding required
3. Lobby provincial governments to extend conservation programs.	Medium	Medium-Term	City	Staff resources
4. Encourage building owners to benchmark energy usage of building and help develop an existing energy usage database for the community. This data could then be used to further improve the community's culture of conservation.	Medium	Medium-Term	City, community partners	Staff resources, funding may be required
5. Continuing to encourage building owners/managers to consider 3 rd party energy efficiency programs such as LEED™ and BOMA BEST.	High	Long-Term	City, community partners	Staff resources
6. Encourage builders to improve energy efficiency and sustainability of new buildings beyond Ontario Building Code, using these 3 rd party programs.	High	Long-Term	City, community partners	Staff resources

Initiative	Priority	Timing	Lead	Resources
7. Ensuring that all new commercial, industrial and institutional buildings are evaluated for energy and water efficiency improvements and conservation opportunities. This will apply to any such facilities undergoing any major renovations.	Medium	Long-Term	City, External Consultants	Staff resources, funding required
Energy Generation and Security				
1. Encourage residential and commercial facilities to utilize solar water heating for pools and domestic hot water use by educating and providing support for these projects.	Low	Long-Term	City, External Consultants	Staff resources, funding required
2. The potential for wind generation is average to poor, but increases along the shoreline. Preliminary investigations will be undertaken to determine the merits and environmental impacts of small scale wind generation for facilities along the shorelines.	Medium	Short-Term	City, External Consultants	Staff resources, funding required
3. Provide education and support to industry and commercial facilities with high energy demand, as identified through the Energy Maps, on co-generation systems. These systems are capable of making the most efficient use of input fuel by generating both electricity and converting waste heat into a useable energy source.	High	Medium-Term	City	Staff resources
4. Work with local industry and businesses to reduce peak demand by implementing a demand management program that will work with stakeholders to encourage them to shift high demand process away from peak periods.	Medium	Long-Term	City, Hydro One	Staff resources, funding may be required

Initiative	Priority	Timing	Lead	Resources
Land Use and Growth				
1. Promoting pedestrian friendly design	High	Medium-Term	City	Staff resources
2. Encouraging compact, efficient mixed-use areas that optimize redevelopment and integrate residential, office and retail commercial developments	Medium	Medium-Term	City, community partners	Staff resources
3. Creating opportunities for energy conservation through; Orienting new buildings to take advantage of solar gain, Retain/plant and maintain shade trees for summer cooling and winter shelter	High	Medium-Term	City, community partners	Staff resources, funding may be required
4. Encourage the use of green infrastructure and systems (e.g. use of permeable surfaces, green facades, green/grass roofs and passive design landscaping, solar shading, use of recycled building and construction materials)	High	Medium-Term	City, Hydro One	Staff resources, funding may be required
5. Enhancing the capacity of municipal staff to consider passive energy and sustainable building measures to conserve energy through the planning approvals process where feasible.	Medium	Medium-Term	City	Staff resources

6.1 Monitoring and Reporting

Energy monitoring and tracking is one of the cornerstones of good energy management. The reporting we utilize reveals the annual consumption of energy, as well as the costs associated with the purchase of these utilities. By monitoring the energy use from year to year, the City can track the results of the energy conservation efforts.

Information gleaned from municipal reporting and utility provided data has highlighted key performance indicators that provide us with a baseline of energy consumption and costs, both within the City's asset portfolio and in the Region as a whole. This baseline is useful in establishing a strategy for conservation initiatives and will also serve as a method of measuring our success when new consumption and costs are compared with the baseline.

The tracking of our utilities also allows for us to engage the community by highlighting conservation progress as well as the impact of their efforts on Greenhouse Gas Emissions.

Targets have been set for each objective as previously noted and performance measures and indicators will be used for reporting and monitoring progress. The actions will be reviewed and reported on semi-annually. This MEP2016 will be reviewed and updated in 2021.

6.2 Governance

The MEP 2016 is about an active community. The City has an important role to play as a role model displaying leadership in energy conservation, energy efficient operations and the coordination of planned activities. The success of the plan will be driven by the community stakeholders. In isolation, the City would only be able to achieve a portion of the goals and objectives set within this MEP 2016 document.

The structure of the Team/Teams guiding the implementation of the MEP2016 will consist of an Oversight Committee to provide guidance on the implementation of the MEP and a MEP Implementation Taskforce to actually implement the plan.

The Oversight Committee will be comprised primarily by members of the initial stakeholder groups to ensure continuity throughout the MEP. The committee will be responsible for monitoring and reporting on the progress of the Taskforce, while also providing guidance and enhancing communication between stakeholders. The Oversight Committee will also share the successes and challenges of the MEP with regional neighbors. In this way, the committee will act

as both a resource for other communities and as an advocate for creating a culture of conservation in the surrounding areas. Additionally, the committee will act as representative for the City in the context of regional planning, and ensure that the values of the MEP are communicated and represented in this process.

The Taskforce will ideally be comprised of representatives from the City, Hydro One and Union Gas. It will be responsible for developing the implementation plans and processes necessary to achieving the goals of the MEP. It will support, and report to, the Oversight Committee and manage the administrative budget. The Taskforce will have three sub-areas of focus; City Energy Conservation Measures, City Operational and Water Efficiency Improvements, and Community Energy Conservation Measures. Membership of the groups responsible for these areas will be determined based on the skills required for each team, as determined by the Taskforce. Additional consulting expertise may be required to help support implementation.

6.3 Regional Engagement

Members of the Governance teams will be expected to help in spreading the information within this MEP with neighboring regional municipalities and townships. In this way a greater culture of conservation can be fostered within the surrounding areas and greater communication between governments can be attained. An understanding that all communities in the area will be similarly focused on energy conservation, reduction, local generation and efficiency improvements will allow for integrated efforts between the communities. This can help to expand transit projects, further encourage renewable energy projects and plan and implement larger scale projects.

Appendix A – Energy Data

Electricity

Hydro One Supplied Consumption by Postal Code				
Market Segment	Rate Class	Postal Code	Total KWH 2014	Total Uplifted KWH 2014
Commercial	GSD	POJ1P0	21,146,774	22,438,716
Commercial	GSD	Unknown	5,955,491	6,318,779
Commercial	GSE	POJ1K0	4,581,889	5,003,423
Commercial	GSE	POJ1P0	12,666,701	13,832,033
Commercial	GSE	POJ1R0	633,781	692,089
Commercial	GSE	Unknown	970,474	1,059,764
Commercial	SNL	Unknown	39,382	42,965
Commercial	STR	Unknown	1,306,493	1,426,693
Commercial	UGE	Unknown	42,279	46,169
Commercial	USL	Unknown	289,011	317,307
Industrial		POJ1P0	5,679,540	6,103,866
Industrial		Unknown	5,775,214	6,114,662
Residential	R1	POJ0A7	114,874	124,639
Residential	R1	POJ0A9	117,570	126,769
Residential	R1	POJ1C0	52,823	57,313
Residential	R1	POJ1K0	11,051,574	11,847,502
Residential	R1	POJ1P0	20,263,204	21,907,653
Residential	R1	POJ1R0	3,382,471	3,662,973
Residential	R1	Unknown	374,718	381,589
Residential	R2	POJ1C0	511,086	546,196
Residential	R2	POJ1K0	436,363	470,755
Residential	R2	POJ1P0	2,848,947	3,090,608
Residential	R2	POJ1R0	157,108	170,931
Residential	R2	Unknown	55,920	60,029
Residential	SR	POJ1	39,459	42,729

City of Temiskaming Shores Facilities 2014 Energy										
Building Name	City	Postal Code	Total Floor Area (ft2)	Total Floor Area (m2)	Total Electricity Consumption (kWh)	Total Natural Gas Consumption (m3)	GHG Emissions (kg)	Energy Intensity (ekWh/ft ²)	Energy Intensity (GJ/m ²)	
Water Treatment / Reservoir / Well Pump	Dymond	P0J1P0	600	56	132,668	1,580	15,728	249.1	9.65	
PW Complex / Community Hall / Offices / Fire Hall	Dymond	P0J1P0	17,060	1,585	65,663	29,738	62,531	22.4	0.87	
Sewage Pumping Station	Dymond	P0J1P0	48	4	57,331		5,506	1,194.4	46.28	
Arena / Community Center	Haileybury	P0J1K0	35,004	3,252	399,897	73,810	177,954	33.8	1.31	
Farr Sewer Pumping Station	Haileybury	P0J1K0	200	19	72,146		6,929	360.7	13.98	
Groom Sewage Pumping Station (North Cobalt)	Haileybury	P0J1K0	50	5	11,778		1,131	235.6	9.13	
Cemetery Vault	Haileybury	P0J1K0	947	88	102		10	0.1	0.00	
Small Office Food Bank & Park Washroom	Haileybury	P0J1K0	1,098	102	10,608		1,019	9.7	0.37	
Fire Station	Haileybury	P0J1K0	8,697	808	17,321	17,612	34,961	23.5	0.91	
Building Maintenance Shop/Office & Public Works Carpenter's Shop	Haileybury	P0J1K0	15,715	1,460	28,373	13,481	28,212	10.9	0.42	
Public Works Garage - Main Shop	Haileybury	P0J1K0	8,300	71	40,388	29,186	59,059	42.2	1.64	
Sewage Lagoon Filtration Station	Haileybury	P0J1K0	48	4	116,887		11,226	2,435.1	94.36	
Haileybury Library Building	Haileybury	P0J1K0	17,200	1,598	28,972	15,688	32,443	11.4	0.44	
Medical Center	Haileybury	P0J1K0	26,598	2,471	131,040	9,375	30,310	8.7	0.34	
Sail Boat Office (club)	Haileybury	P0J1K0	1,798	167	4,130	3,165	6,381	21.0	0.81	
Pool and Fitness Center	New Liskeard	P0J1P0	21,302	1,979		109,290	206,626	54.5	2.11	

City of Temiskaming Shores Facilities 2014 Energy

Building Name	City	Postal Code	Total Floor Area (ft2)	Total Floor Area (m2)	Total Electricity Consumption (kWh)	Total Natural Gas Consumption (m3)	GHG Emissions (kg)	Energy Intensity (ekWh/ft ²)	Energy Intensity (GJ/m ²)
Cedar Pumping Station	New Liskeard	P0J1P0	0		4,551		437		
Cemetery Chapel	New Liskeard	P0J1P0	1,905	177	320		31	0.2	0.01
Public Works Main Garage	New Liskeard	P0J1P0	10,065	935	84,685		8,133	8.4	0.33
Quonset Hut Public Works Yard	New Liskeard	P0J1P0	4,800	446	8,383		805	1.7	0.07
Whitewood Pumping Station	New Liskeard	P0J1P0	625	58	96,508		9,269	154.4	5.98
Montgomery Sewage Station	New Liskeard	P0J1P0	48	4	35,941		3,452	748.8	29.01
Niven Sewage Station	New Liskeard	P0J1P0	1,200	111	182,323		17,510	151.9	5.89
Water Filtration Plant and Well Pumps	New Liskeard	P0J1P0	2,605	242	541,365	6,533	64,345	234.5	9.09
NL Reservoir (177102 Shepherdsdon)	New Liskeard	P0J1P0	1,200	111	221,916		21,313	184.9	7.17
Cemetery Caretaker Building	New Liskeard	P0J1P0	248	23	2,755		265	11.1	0.43
Sewage Lagoon	New Liskeard	P0J1P0	48	4	389,437		37,402	8,113.3	314.39
Public Works Garage	New Liskeard	P0J1P0	5,705	530	45,266	59,076	116,038	118.0	4.57
Medical Center	New Liskeard	P0J1P0	12,799	1,189	135,201		12,985	10.6	0.41
Fire Station	New Liskeard	P0J1P0	6,598	613	18,584	11,868	24,224	21.9	0.85
Library Building	New Liskeard	P0J1P0	10,204	948	44,935	11,264	25,612	16.1	0.63
Riverside Place	New Liskeard	P0J1P0	11,744	1,091	65,694	19,200	42,609	23.0	0.89
Dump Garage / Office	New Liskeard	P0J1P0	500	46	233		22	0.5	0.02
Arena / Community Center	New Liskeard	P0J1P0	45,295	4,208	691,942	176,922	400,947	56.8	2.20

City of Temiskaming Shores Facilities 2014 Energy

Building Name	City	Postal Code	Total Floor Area (ft2)	Total Floor Area (m2)	Total Electricity Consumption (kWh)	Total Natural Gas Consumption (m3)	GHG Emissions (kg)	Energy Intensity (ekWh/ft ²)	Energy Intensity (GJ/m ²)
Street Lighting	Haileybury				2,699				
Street Lighting	Haileybury				4,855				
Marina Dock Power	Haileybury				3,476				
Downtown Decorative and Street Lighting	Haileybury				26,228				
Street Lighting	Haileybury				15,252				
Street Lighting	Haileybury				23,919				
Ball Park Buildings and Lights	Haileybury				564				
Bucke Park	Haileybury				962				
Sand Salt Storage Building	Haileybury				5,582				
451 Meridian Lighting	Haileybury				52,0872				
Marina Dock Power (South)	Haileybury				30,092				
Street Lighting	Haileybury				10,842				
Street Lighting	Haileybury				3,980				
Traffic Lights	New Liskeard				2,832				
Pool and Fitness Center Sign	New Liskeard				4,752				
Decorative Lighting	New Liskeard				11,640				
Spurline Con / Band Power / Pedestal Power	New Liskeard				10,467				
Street Lighting Quonset Hut	New Liskeard				2,255				
Building / Soccer Club / Baseball Diamond Lights	New Liskeard				7,056				

City of Temiskaming Shores Facilities 2014 Energy									
Building Name	City	Postal Code	Total Floor Area (ft2)	Total Floor Area (m2)	Total Electricity Consumption (kWh)	Total Natural Gas Consumption (m3)	GHG Emissions (kg)	Energy Intensity (ekWh/ft ²)	Energy Intensity (GJ/m ²)
Street Lighting	New Liskeard				439,096				
Traffic Lighting	New Liskeard				66,660				
Decorative Lighting	New Liskeard				18,540				
Street Lighting	New Liskeard				476,784				
Tennis Courts	New Liskeard				686				
Spoke Transfer Station	Temiskaming Shores				7,744				
New Liskeard Marina Boat Slips	Temiskaming Shores				24				
Lions Barn Rental Space	Temiskaming Shores				314				
Totals			336,805	31,290	7,369,607	665,605	42.9	3,427	3.6

Appendix B – Green Cleaning Template

This policy example meets the requirements LEED v4 O+M EQ Prerequisite Green Cleaning Policy Option 1. The contents of this policy, including but not limited to the policy scope and goals, roles and responsibilities, standard operating procedures, implementation strategies, performance measurement and schedule for reassessment, and quality assurance, will vary by project based on the building's circumstances. Be sure to customize this policy example, tailoring it to your project's specifics. It will be reviewed as a part of your project's documentation submission.

Green Cleaning Policy for Building A

Effective date: **May 1, 2012**

i. Scope

This policy applies to all cleaning procedures, cleaning material purchases, cleaning equipment purchases, and cleaning services that occur inside and on the building site and grounds for **Building A**. Specifically, this policy covers the following:

- 1.
 2. Cleaning strategies for:
 - Hard floor and carpet cleaning and maintenance
 - Protection of vulnerable occupants during cleaning
 - Disinfectant and sanitizer selection and use
 - Safe storage and handlings of cleaning chemicals, including spill management
- Performance metrics and strategy development:
- Reductions in water use, energy use, and chemical toxicity
 - Green cleaning products purchasing
 - Green cleaning equipment purchasing
- Staffing and training plans:
- Staffing requirements and contingency for staffing shortages
 - Timing and frequency of staff training

ii. Goals

- 3.
- 4.
- 5.
6. This policy will be fully implemented starting on the effective date.
- 7.

<u>Category</u>	<u>Goal</u>	<u>Performance measurement unit</u>
Cleaning products and materials purchases	85% meet sustainability criteria	Cost
Cleaning equipment purchases	100% meet sustainability criteria	Number of equipment items
Cleaning equipment inventory	40% of equipment in the project inventory will meet the applicable sustainability criteria	Number of equipment items in the overall inventory for the project
Toxic chemical usage (applies to all cleaning chemicals, including those not addressed by EQc Green Cleaning – Products and Materials)	Toxic chemicals will only be used in situations where products meeting the requirements of EQ Credit Green Cleaning – Products and Materials are unable to sufficiently clean the area, the area cannot be replaced (such as a floor tile), and represents a hazard to human health	Number of uses

23.

iii. Roles and Responsibilities

The responsible party for this policy is **John Smith, the Property Manager**. He is responsible for ensuring that this policy is executed and that any contracted cleaning vendors under management's control are aware of and fully trained on the procedures outlined in this policy. Further, the Property Manager is responsible for sharing this policy with the building tenant representatives and encouraging policy adoption accordingly. He is responsible for reviewing this policy for any significant changes on the interval specified in the quality assurance section. If at any time updates are required to this policy, he will ensure that the appropriate individuals are informed of the updates.

iv. Procedures and strategies for implementation**Hard floor and carpet cleaning and maintenance**

- Hard floors, including tile, concrete, and wood surfaces, will be cleaned once a week with only sustainable cleaning products. No stripping or coatings will be applied to hard floor surfaces.
- Carpets will be vacuumed daily with vacuum cleaners that meet the sustainability criteria listed later in this policy.
- One per month, the carpets will be inspected for stains and other damages. If feasible, the necessary areas will be spot cleaned with sustainable carpet cleaning materials. If damaged, the carpet tiles will be replaced.
- When carpet extraction equipment must be used, methods to reduce chemical usage will be implemented.

Protection of vulnerable occupants during cleaning

- Vulnerable occupants include women who are pregnant, children, elderly occupants, and individuals with asthma, allergies, or other sensitivities.
- As much as possible, only sustainable cleaning products will be used. Please refer to the goals and tracking sections of this policy for additional information.
- Any cleaning that involves the use of carpet cleaners, or if at any point the use of a non-sustainable cleaning product is required, this cleaning will be performed after regular business hours.

Disinfectant and sanitizer selection and use

- Only hand soaps and hand sanitizers that meet the at least one of the sustainability criteria listed under the purchasing guidelines will be considered to meet the requirements of this policy.
- Hand sanitizers will be placed throughout the building for the use of occupants
- Only disinfectants meeting the purchasing sustainability criteria listed below will be considered to meet the requirements of this policy. Disinfectants will be kept locked in the janitorial closets and may only be used by the cleaning staff.
- Cleaning staff will be required to follow all dilution strategies for disinfectants.

Safe storage and handlings of cleaning chemicals, including spill management

- Cleaning chemicals will be stored in the janitor closets to prevent access for other occupants.
- Cleaning staff will receive training on the various hazards of different toxic chemicals and how to address spills.
- Spills will be cleaned and handled according to the manufacturer safety data sheets provided by the manufacturer.
- All spills will be handled carefully. As soon a spill of a non-sustainable product occurs, the responsible party must be notified. If the spill occurs in an area to which typical building occupants have access, the area will be roped off and building occupants will be informed to stay clear of the area.

- Material safety data sheets for all of the cleaning chemicals used in the building will be retained and hazard information will be highlighted. This information will be clearly displayed in all janitor closets.

Strategies for reducing the toxicity of the chemicals used for laundry, ware washing, and other cleaning activities

- Cleaning staff and building occupants will be supplied with safe cleaning chemicals that meet the sustainability criteria described in the purchasing guidelines listed below.
- Dish soaps and laundry detergent meeting the EPA Design for the Environment will be supplied for ware washing and laundry.
- For surface cleaning, ionized water cleaning devices (using only water) will be used as much as possible.

Strategies for conserving energy, water, and chemicals used for cleaning

- Manual-powered equipment and cleaning strategies will be used whenever possible to reduce the energy and water used by powered equipment and typical cleaning strategies.
- Cold water will be used for any necessary disposal to reduce energy used to heat hot water.
- The filters in vacuums and other applicable equipment will be changed frequently to enable air flow and reduce the energy consumption of the equipment.
- When cleaning chemicals are necessary, the operating procedures for chemical dilution will be followed to ensure that the minimum amount of cleaning chemicals necessary is used.

Strategies for promoting hand hygiene

- All restrooms will be equipped with hands-free soap dispensers, faucets, hand dryers, and towel dispensers.
- Hand sanitizers meeting UL EcoLogo 2783 standard for Instant Hand Antiseptics (formerly Environmental Choice CCD 170) will be placed throughout the building.

Tracking plan for staffing and overall performance

- Regular APPA audits will be conducted to evaluate cleanliness. As a part of the audits, the auditors will interview cleaning staff to ensure that the cleaning and hard floor and carpet maintenance system is being consistently used.
- The audits will be conducted once every sixth months and will be led by the responsible party for this policy. The responsible party is responsible for recording the results of the audits in the management records, following up with any cleaning staff to provide additional training and/or guidance and recording these actions.
- All cleaning staff are required to check in each day when they arrive at work. The responsible party will retain these records to ensure that the building is sufficiently staffed with trained professionals.
- The responsible party will log all training that is provided to the cleaning staff and will ensure that the training plans described above are met.
- When new staff come on board, the responsible party will record the initial training and orientation provided to the staff.

Tracking plan for water, energy, and toxic chemical usage

- Every time a toxic chemical is used, it must be reported to the responsible party. The responsible party will record which chemical was used, where it was applied, and the reason for its use. This information will be used to track against the goal for using toxic chemicals only when strictly necessary.
- All vacuum filters will be replaced on a regular basis. The responsible party will record maintenance performed on all cleaning equipment, including filter replacement, to ensure that they are regularly replaced to reduce energy usage.

Tracking plan for cleaning product and cleaning equipment purchases

- All cleaning product and cleaning equipment purchases, made by either by the cleaning vendor for use in the building or made by the building management, will be recorded in the purchasing log.
- On a quarterly basis, the responsible party will review all purchases and compare against the policy goals. If the policy goals are not being met, the responsible party will take corrective action, typically in the form of providing education to the individuals in charge of procurement on the goals and sustainability criteria outlined in this policy.

Staffing and training plans

- To sufficiently clean the building requires at least one hour of cleaning per day for each 5,000 square feet. As this building is 100,000 square feet, it requires a minimum 20 hours of cleaning time per day. The cleaning staff typically works 5 hours per day; therefore a cleaning staff of at least 4 people daily. Typically 5 to 6 people are maintained on the cleaning staff.
- In the event of staffing shortages (only 3 staff are available from the regular vendor), the building maintains a contact with a backup cleaning vendor who can supply additional staff.
- Requirements for maintenance personnel.
- All cleaning staff, including backup personnel, are required to receive at least 8 hours of training per year. The responsible party will record the training attended by each staff member.
- Trainings are held once a month and are one hour long. Topics vary each month, and cover standard operating procedures for cleaning different surfaces, proper toxic chemical usage and spill management, hazards of toxic chemicals, cleaning to protect vulnerable occupants, cleaning equipment maintenance, and conservation of energy and water usage during cleaning.
- The responsible party coordinates and hosts all of the trainings.

v. Purchasing guidelines

Sustainability Criteria for Cleaning Products and Materials

Cleaning products must meet one or more of the following standards **[or a local equivalent for projects outside the U.S.]**:

- Green Seal GS-37, for general-purpose, bathroom, glass and carpet cleaners used for industrial and institutional purposes;
- UL EcoLogo 2792 (formerly CCD 110), for cleaning and degreasing compounds;
- UL EcoLogo 2759 (formerly CCD 146), for hard-surface cleaners;
- UL EcoLogo 2795 (formerly CCD 148), for carpet and upholstery care;
- Green Seal GS-40, for industrial and institutional floor care products;
- UL EcoLogo 2777 (formerly CCD 147) , for hard-floor care;
- EPA Design for the Environment Program's Standard for Safer Cleaning Products; and/or
- Cleaning devices that use only ionized water or electrolyzed water and have third-party-verified performance data equivalent to the other standards mentioned above (if the device is marketed for antimicrobial cleaning, performance data must demonstrate antimicrobial performance comparable to EPA Office of Pollution Prevention and Toxics and Design for the Environment requirements, as appropriate for use patterns and marketing claims).

Disinfectants, metal polish, or other products not addressed by the above standards must meet one or more of the following standards **[or a local equivalent for projects outside the U.S.]**:

- UL EcoLogo 2798 (formerly CCD 112), for digestion additives for cleaning and odor control;
- UL EcoLogo 2791 (formerly CCD 113), for drain or grease trap additives;
- UL EcoLogo 2796 (formerly CCD 115/107), for odor control additives;
- Green Seal GS-52/53, for specialty cleaning products;
- California Code of Regulations maximum allowable VOC levels for the specific product category;
- EPA Design for the Environment Program's standard for safer cleaning products; and/or

- Cleaning devices that use only ionized water or electrolyzed water and have third-party-verified performance data equivalent to the other standards mentioned above (if the device is marketed for antimicrobial cleaning, performance data must demonstrate antimicrobial performance comparable to EPA Office of Pollution Prevention and Toxics and Design for the Environment requirements, as appropriate for use patterns and marketing claims).

Disposable janitorial paper products and trash bags must meet the minimum requirements of one or more of the following programs [or a local equivalent for projects outside the U.S.]:

- EPA comprehensive procurement guidelines, for janitorial paper;
- Green Seal GS-01, for tissue paper, paper towels and napkins;
- UL EcoLogo 175 Sanitary Paper Products, for toilet tissue and hand towels
- Janitorial paper products derived from rapidly renewable resources or made from tree-free fibers;
- FSC certification, for fiber procurement;
- EPA comprehensive procurement guidelines, for plastic trash can liners; and/or
- California integrated waste management requirements, for plastic trash can liners (California Code of Regulations Title 14, Chapter 4, Article 5, or SABRC 42290-42297 Recycled Content Plastic Trash Bag Program).

Hand soaps and hand sanitizers must meet one or more of the following standards [or a local equivalent for projects outside the U.S.]:

- no antimicrobial agents (other than as a preservative) except where required by health codes and other regulations (e.g., food service and health care requirements);
- Green Seal GS-41, for industrial and institutional hand cleaners;
- UL EcoLogo 2784 (formerly CCD 104), for hand cleaners and hand soaps;
- UL EcoLogo 2783 (formerly CCD 170), for hand sanitizers;
- EPA Design for the Environment Program's standard for safer cleaning products.

[For projects outside the U.S., a local equivalent is any Type 1 eco-labeling program as defined by ISO 14024: 1999 developed by a member of the Global Ecolabelling Network may be used in lieu of Green Seal or UL standards.]

Sustainability Criteria for Cleaning Equipment

All powered equipment must have the following features:

- safeguards, such as rollers or rubber bumpers, to avoid damage to building surfaces;
- ergonomic design to minimize vibration, noise, and user fatigue, as reported in the user manual in accordance with ISO 5349-1 for arm vibrations, ISO 2631-1 for vibration to the whole body, and ISO 11201 for sound pressure at operator's ear
- as applicable, environmentally preferable batteries (e.g., gel, absorbent glass mat, lithium-ion) except in applications requiring deep discharge and heavy loads where performance or battery life is reduced by the use of sealed batteries.

Vacuum cleaners must be certified by the Carpet and Rug Institute Seal of Approval/Green Label Vacuum Program and operate with a maximum sound level of 70 dBA or less in accordance with ISO 11201.

Carpet extraction equipment, for restorative deep cleaning, must be certified by the Carpet and Rug Institute's Seal of Approval Deep Cleaning Extractors and Seal of Approval Deep Cleaning Systems program.

Powered floor maintenance equipment must be equipped with such as vacuums, guards, or other devices for capturing fine particulates and must operate with a maximum sound level of 70 dBA, in accordance with ISO 11201.

Propane-powered floor equipment must have high-efficiency, low-emissions engines with catalytic converters and mufflers that meet the California Air Resources Board or EPA standards for the specific engine size and operate with a sound level of 90 dBA or less, in accordance with ISO 11201.

Automated scrubbing machines must be equipped with variable-speed feed pumps and either (1) on-board chemical metering to optimize the use of cleaning fluids or (2) dilution control systems for chemical refilling. Alternatively, scrubbing machines may use tap water only, with no added cleaning products.

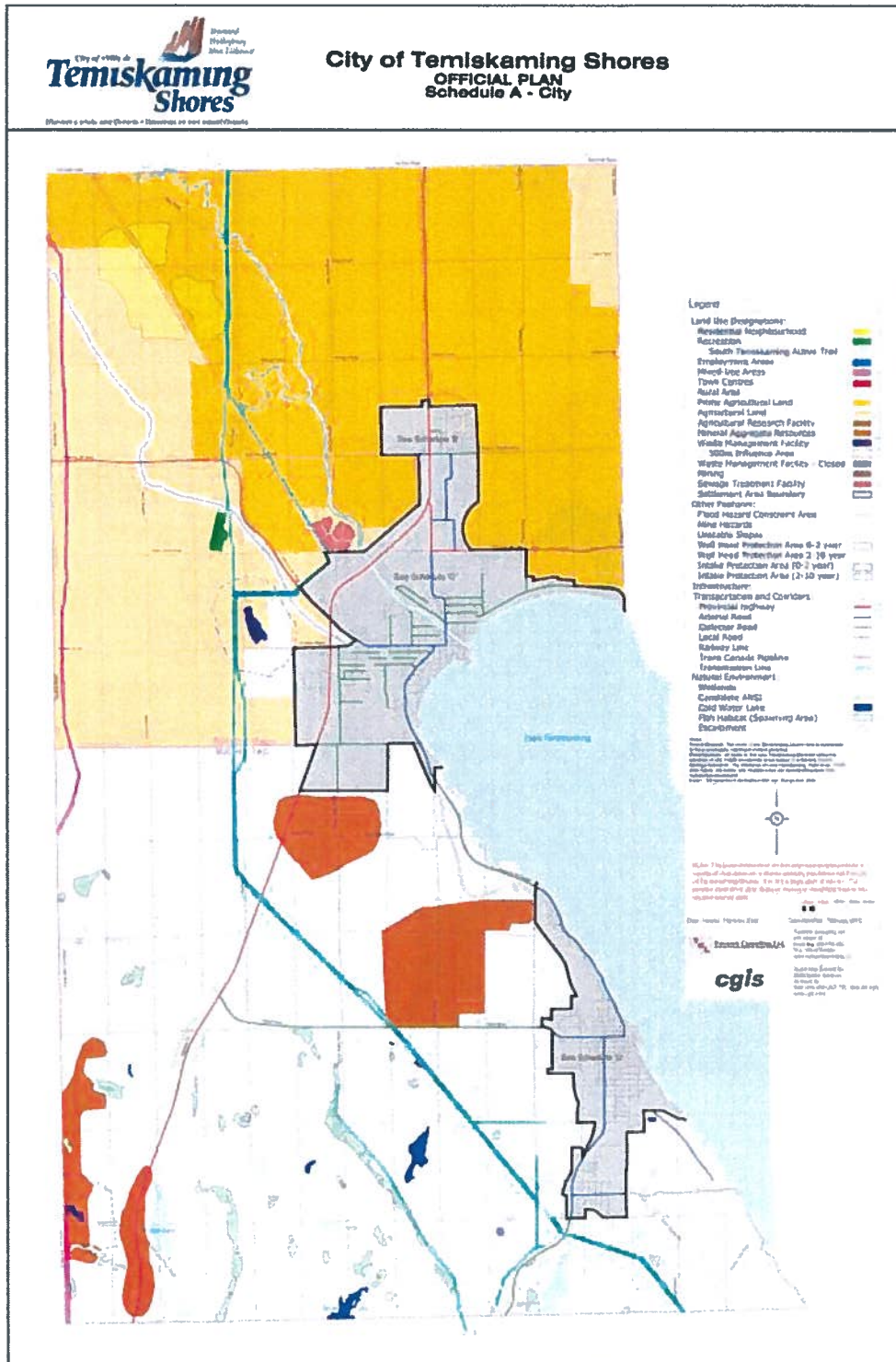
vi. Quality Assurance/Quality Control Processes

The responsible party will evaluate the green cleaning policy on a quarterly basis to evaluate progress towards the implementation goals. If any cleaning product or equipment purchases are not being recorded properly, the responsible party will inform the appropriate individuals to ensure that activities are recorded moving forward. The responsible party will evaluate the results of the cleaning audits to determine whether the building is being sufficiently cleaned and whether the standard cleaning procedures are being properly executed. As necessary, the responsible party will revise the green cleaning policy to include additional cleaning strategies or modify existing cleaning strategies.

In addition, if any implementation goals are not being met, the responsible party will investigate the situation and will work with the individuals purchasing the materials and equipment or using the equipment. The responsible party will evaluate whether updates are necessary to the in order to achieve the implementation goals.

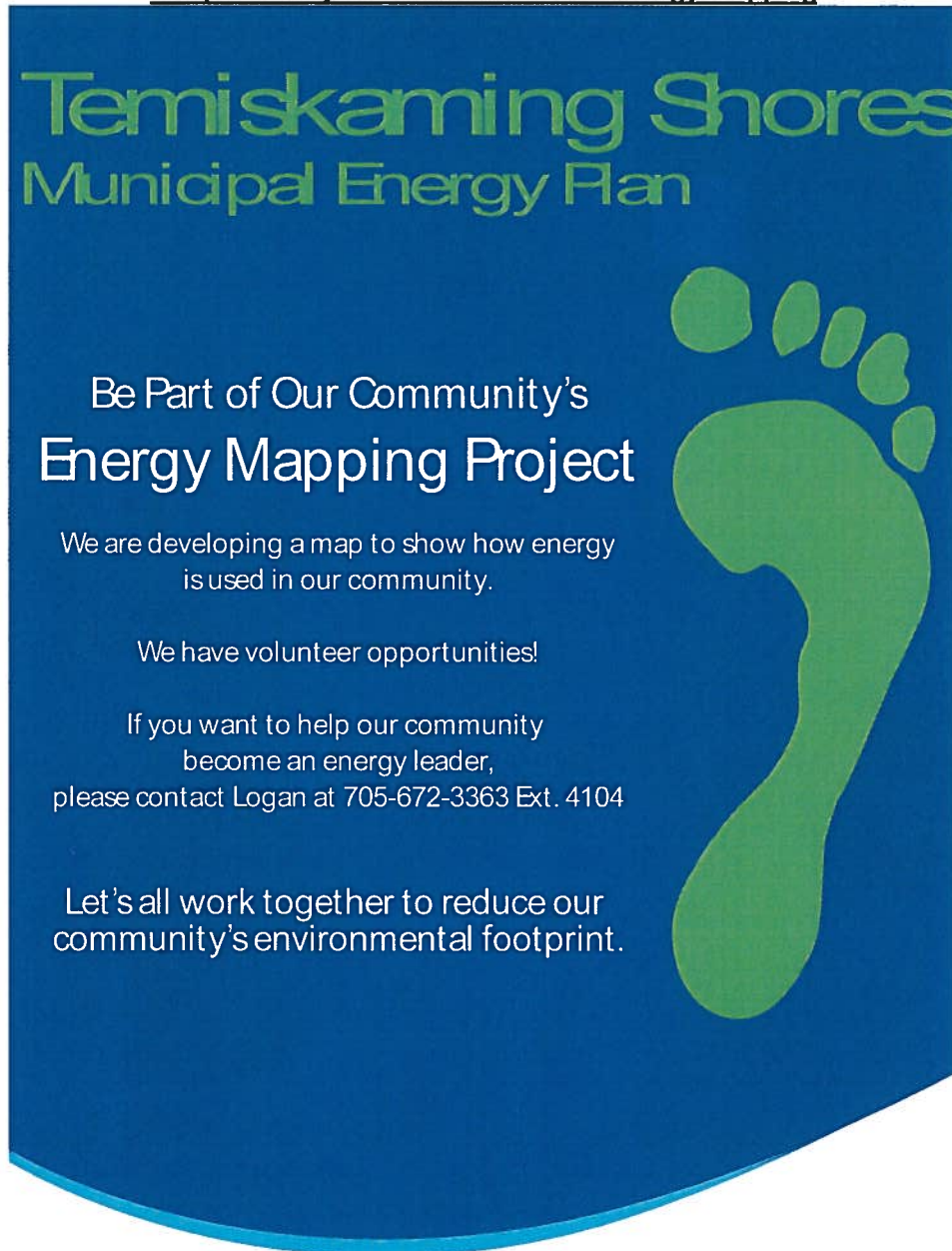
Any revisions that are made to the policy will be incorporated into the next training cycle for the cleaning staff.

Appendix C – City Maps



Appendix D – Promotional Material

Sample of Project Communications – Energy Mapping



The poster features a dark blue background with a large green footprint graphic on the right side. The text is in white and green. At the top, it reads 'Temiskaming Shores Municipal Energy Plan'. Below that, it says 'Be Part of Our Community's Energy Mapping Project'. The main body of text includes: 'We are developing a map to show how energy is used in our community.', 'We have volunteer opportunities!', 'If you want to help our community become an energy leader, please contact Logan at 705-672-3363 Ext. 4104', and 'Let's all work together to reduce our community's environmental footprint.'

We want your ideas and comments!

Please send your comments to: mlafreniere@temiskamingshores.ca

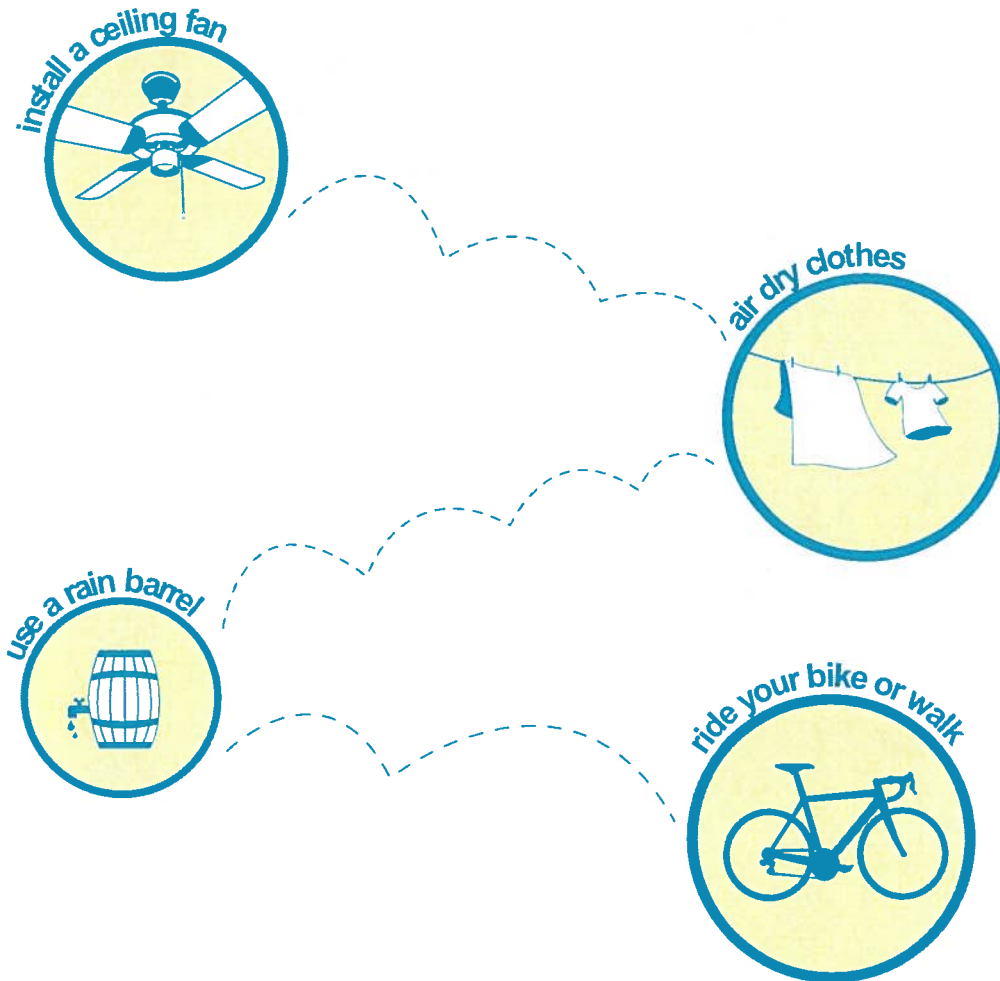


Supported by the
Government of Ontario



Sample of Project Communications – Summer Energy Conservation

Save Energy this Summer!



After a winter of sealing our windows and adjusting our thermostats for great energy savings, let's not forget there are just as many ways to save energy in the summer!

Questions, comments, ideas? E-mail mla.freniere@temiskamingshores.ca

Appendix E – Key Stakeholders

The City would like to thank the members of the Stakeholder Advisory Group who provided input and guidance to the development of the Municipal Energy Plan over several months. Members of the Stakeholder Advisory Group included;

- Bluewave
- Boart Longyear
- Bumstead Trucking
- City of Temiskaming Shores
- Extendicare
- Grants Transport
- Hydro One Ltd.
- New Liskeard Non-Profit Housing Corp.
- Northdale Manor
- Ontario Clean Water Agency (OCWA)
- Temiskaming Hospital
- Temiskaming Lodge
- Three H Furniture Systems Limited
- Union Gas
- VIP Energy Services, Inc.
- Wabi Iron & Steel

Glossary

Acronyms

AHU:	Air Handling Unit
BAS:	Building Automation System
BHR:	Blowdown Heat Recovery
CD:	Cold Deck
CDD:	Cooling Degree Days
CFM:	Cubic Feet per Minute
DDC:	Direct Digital Control
DES	Detailed Engineering Study
DHW:	Domestic Hot Water
DWH:	Domestic Water Heater
EMIS:	Energy Management Information System
EMS:	Energy Management Strategy
FIT:	Feed-in Tariff
GHP:	Geothermal Heat Pump
HD:	Hot Deck
HDD:	Heating Degree Days
HOEP:	Hourly Ontario Electricity Price
HVAC:	Heating Ventilation and Air Conditioning
HWH:	Hot Water Heating
HX:	Heat Exchanger
kW:	Kilowatt (demand)
kWh:	Kilowatt-hour (consumption)
LDC:	Local Distribution Company
M&V:	Monitoring and Verification
MAT:	Mixed Air Temperature
MSDHP:	Multi-split Ductless Heat Pump
OAT:	Outside Air Temperature
PF:	Power Factor
PM:	Preventative Maintenance
RAH:	Return Air Humidity
RAT:	Return Air Temperature
RH:	Relative Humidity
SA:	Supply Air
SAT:	Supply Air Temperature
SCADA:	Supervisory Control and Data Acquisition
SP:	Set point
tCO₂e:	Tonnes of Carbon Dioxide Emissions Equivalent
VFD:	Variable Frequency Drive

The Corporation of the City of Temiskaming Shores

By-law No. 2016-103

Being a by-law to enter into an agreement with Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culvert Pipe to various locations 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 the Council considered Administrative Report No. PW-030-2016 at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culvert Pipe for consideration at the June 7, 2016 Regular meeting of Council;

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 Atlantic Industries Ltd. for the Supply and Delivery of Miscellaneous Culvert Pipe to various locations in the City of Temiskaming Shores, in the amount of \$17,813.24 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make 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 7th day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law 2016-103

Agreement between

The Corporation of the City of Temiskaming Shores

and

Atlantic Industries Ltd.

for the Supply and Delivery of Miscellaneous Culvert Pipe

This agreement made in duplicate this 7th day of June 2016.

Between

The Corporation of the City of Temiskaming Shores
(hereinafter called “the Owner”)

and

Atlantic Industries Ltd.
(hereinafter called “the Supplier”)

Witnesseth:

That the Owner and the Supplier 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
Supply and Delivery of Miscellaneous Culvert Pipe
Request for Quotation No. PWO-RFQ-001-2016**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents; and
- c) Complete, as certified by the Engineer, all the work by **September 30th, 2016.**

Article II:

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the material and services aforesaid **Seventeen Thousand Eight Hundred and Thirteen Dollars and Twenty-Four Cents (\$17,813.24) plus applicable taxes** subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

A copy of each of the Form of Tender, Special Provisions, Item Special Provisions, General Conditions, Specifications, Addenda/Addendum No. 0 to 0 are hereto annexed to this Form of Agreement and together with the plans relating thereto, and listed in the Specifications, are made a part of this Contract, herein called the Contract Documents, as fully to all intents and purposes as though recited in full herein.

Article IV:

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 Supplier:

Atlantic Industries Ltd.
640 Waydom Drive
Ayr, Ontario
N0B 1E0

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

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In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Atlantic Industries Ltd.

Contractor's Seal)
(if applicable))

Customer Service Rep. – Maria J. Almendarez

Municipal Seal)

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. 2016-103

Form of Agreement



Form of Quotation

Each FORM OF QUOTATION 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 Quotation.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Quotation. 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 Quotation.

NOTE: All portions of "Form of Quotation" must be accurately and completely filled out.

Section 1 – C.S.P. Culvert, galvanized

Description	Unit	Quantity	Unit Price	Amount
300 mm diameter, 1.6 gauge, re-rolled annular ends (Tag: Stock)	meters	36	21.66	\$ 779.76
300 mm couplers, 1.6 gauge, 9 or 10 corrugated, Extra wide (24"), quoted c/w bolts & associated hardware, (Tag: Stock)	each	5	40.12	\$ 200.60
500 mm diameter, 1.6 gauge, re-rolled annular ends, (Tag: Stock)	meters	36	36.09	\$ 1299.24
500 mm Couplers, , 1.6 gauge, 9 or 10 corrugated, Extra wide (24"), quoted c/w bolts & associated hardware, (Tag: Stock)	Each	5	49.19	\$ 245.95
500 mm diameter, 1.6 gauge, re-rolled annular ends, (Tag: Fleming Rd.)	meters	18	36.09	\$ 649.62
500 mm couplers, 1.6 gauge, 9 or 10 corrugated, Extra wide (24"), quoted c/w bolts & associated hardware, for above	each	2	49.19	\$ 98.38

Page 1 of 6 to be submitted



Description	Unit	Quantity	Unit Price	Amount
600 mm diameter, 1.6 gauge, re-rolled annular ends (Tag: Uno Park Rd.)	meters	18	54.61	\$ 982.98
600 mm couplers, 1.6 gauge, 9 or 10 corrugated, Extra wide (24"), quoted c/w bolts & associated hardware, for above	each	2	60.53	\$ 121.06
1200 mm, 2.0 gauge, re-rolled annular ends, (Tag: Dawson Pt, Laforest & Laforest)	meters	54	138.91	\$ 7501.14
1200 mm couplers, 2.0 gauge, 9 or 10 corrugated, Extra wide(24") quoted c/w bolts & associated hardware, for above	each	6	130.98	\$ 785.88
1500 mm diameter, 2.0 gauge, re-rolled annular ends, (Tag: Dales Rd.)	meters	24	195.89	\$ 4701.36
1500 mm couplers, 2.0 gauge, 9 or 10 corrugated, Extra wide(24") quoted c/w bolts & associated hardware, for above	each	3	149.09	\$ 447.27
Extra bolts, galvanized (plated) for C.S.P. couplers.	each	25		\$ 0.00
			Sub-Total	\$ 17813.24
			H.S.T.	\$ 2315.72
			TOTAL	\$ 20,128.96

Note: Prices include 2 loads of freight at \$1400/load.
 Extra material required will need to be full loads or have freight extra. If quantities are less than shown, a minimum freight amount of \$1400 will be charged.

MA



I/We Atlantic Industries Ltd offer to supply the requirements stated within at the total cost of \$ 20,128.96 H.S.T. included.

I/We hold the prices valid for 30 (thirty) days from submission date.

I/We will deliver the required services / equipment/ commodities within 3-4 wks calendar days from receiving a signed order.

The specifications have been read over and agreed to this 6 day of May 2016

Company Name <u>Atlantic Industries Ltd.</u>	Contact name (please print) <u>Maria J. Almendarez</u>
Mailing Address <u>640 Waydon Dr. Ayr, ON N0B 1E0</u>	Title <u>Customer Service Rep.</u>
Postal Code <u>N0B 1E0</u>	Authorizing signature <u>Maria J. Almendarez</u> "I have the authority to bind the company/corporation/partnership."
Telephone <u>(519) 622-8605 ext. 2258</u>	Fax <u>(519) 622-1372</u>
Cell Phone if possible	Email <u>malmendarez@a1.ca</u>



City of Temiskaming Shores

**PWO-RFQ-001-2016
CSP Culvert Pipe**

Non Collusion Affidavit

I/We Maria Almendariz the undersigned, am fully informed respecting the preparation and contents of the attached Quotation and of all pertinent circumstances respecting such Bid.

Such Bid is genuine and is not a collusive or sham Bid.

Neither the Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham Bid in connection with the work for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed Bid.

The price or prices 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, Quotation or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at Ayr, ON this 6 day of May, 2016

Signed Maria Almendariz
Company Name Atlantic Industries Ltd.
Title Customer Service Rep.



**City of Temiskaming Shores
PWO-RFQ-001-2016
CSP Culvert Pipe**

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 Ayr, ON this 6 day of May, 2016.

Firm Name Atlantic Industries Ltd.

Bidder's Authorization Official Maria J. Almendarez

Title Customer Service Rep.

Signature Maria J. Almendarez

Page 5 of 6 to be submitted



**City of Temiskaming Shores
PWO-RFQ-001-2016
CSP Culvert Pipe**

Schedule "A"

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 Atlantic Industries Ltd. Company Name

Phone Number (519) 622-8600

Address 640 Weydon Dr.
Ayr, ON
N0B 1E0

I, Maria Almendarez, 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, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at www.gov.on.ca/mcss/serveability/splash.html.

Date: May 6, 2016.

The Corporation of the City of Temiskaming Shores

By-law No. 2016-104

**Being a by-law to enter into a Purchase Agreement
with Nortrax Canada Inc. for the supply and delivery
of a 2016 John Deere Model 524K Articulating
Loader**

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-032-2016 at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Nortrax Canada Inc. for the supply and delivery of one (1) 2016 Model 524K John Deere Articulating Loader for consideration at the June 7, 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 a purchase agreement with Nortrax Canada Inc. for the supply and delivery of one (1) 2016 Model 524K John Deere Articulating Loader, as outlined in the response to PW-RFP-010-2016, at an upset limit of \$180,557.00 plus applicable taxes which includes the optional Auto-greaser as well as the as five (5) year extended Power Train warranty 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 7th day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law 2016-104

Equipment Purchase Agreement between

The Corporation of the City of Temiskaming Shores

and

Nortrax Canada Inc.

For supply and delivery of one (1) 2016 Model 524K
John Deere Articulating Loader

This agreement made in duplicate this 7 day of June, 2016.

Between:

The Corporation of the City of Temiskaming Shores

(hereinafter called "the Owner")

and

Nortrax Canada Inc.

(hereinafter called "the Supplier")

Witnesseth:

That the Owner and the Supplier shall undertake and agree as follows:

Article I:

The Supplier will:

- a) Provide one (1) 2016 Model 524K John Deere Loader in accordance to the specifications contained in their submission in relation to the following:

**Corporation of the City of Temiskaming Shores
Request for Proposal (PW-RFP-010-2016)
Supply and Delivery of New Articulating Four Wheel Drive Front End Loader**

- b) Do and fulfill everything indicated by this Agreement and in the Specification attached hereto as Appendix 01 and forming part of this agreement.

Article II:

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the supply and delivery of one (1) Model 524K John Deere Loader in the amount of One Hundred and Eighty Thousand , Five Hundred and Fifty-Seven Dollars and Zero cents (\$180,557.00) plus applicable taxes;
- 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 Supplier:

Nortrax Canada Inc.
199 Mumford Drive, unit F
Lively, Ontario
P3Y 1L2

The Owner:

City of Temiskaming Shores
325 Farr Drive
P.O. Box 2050
Haileybury, Ontario
P0J 1K0

Attn.: Dean Derro, General Manager

Attn.: Mitch Lafreniere

In witness whereof the parties have executed this Agreement the day and year first above written.

Signed and Sealed in)
the presence of)

Supplier's Seal)
(if applicable))

Municipal Seal)

Nortrax Canada Inc.

Dean Derro, General Manager

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. 2016-104

Form of Agreement
2016 Model 524K John Deere Loader



Scope of Work

To supply and deliver a new 2016 Model Year Articulated Four wheel drive front end loader. The following is intended to be a minimum standard required for the unit proposed. A demo unit may be requested for on-site demo prior to award.

SPECIFICATION SUMMARY

CONFIRMATION

- | | | |
|---|--------|-----|
| - S.A.E. Heaped Bucket capacity 2.75 cu. yd. (2.1 cu.m) | Yes: ✓ | No: |
| - Operating weight 28,236 lbs. (12,834 kg.) min. | Yes: ✓ | No: |
| - S.A.E. Operating Load 8,593 Lb (3,905 kg) minimum | Yes: ✓ | No: |
| - Engine, diesel turbocharged 141 Net Peak Power | Yes: ✓ | No: |
| - Transmission – 4F, 3R - torque converter PowerShift | Yes: ✓ | No: |
| - Front axle equipped with Hydraulic Differential Lock | Yes: ✓ | No: |
| - Dump Clearance 45 Degree Full Height 103” minimum | Yes: ✓ | No: |

GENERAL SPECIFICATION

- | | | |
|--|--------|-----|
| This unit shall be supplied with all standard equipment,
plus all other equipment required by this specification: | Yes: ✓ | No: |
| This loader is to be supplied without wheel weights,
hydro-inflation or non-standard counterweights: | Yes: ✓ | No: |
| Specification definitions shall be to S.A.E. and
ISO standards unless otherwise stated: | Yes: ✓ | No: |



DETAILED SPECIFICATION

1. Make and Model

Specify:

Make: John Deere

Model: 524K

Year Bid 2016

2. TYPE:

The Loader shall be a manufacturer's standard model, (specification sheet to be submitted with bid documents)

Yes: No:

ENGINE:

Diesel powered, 141 Net Peak H.P.
minimum, within governed R.P.M. range

Specify:

Make: John Deere

Model: Power-tech E6068H

H.P. 146

Net Peak Torque 448 lb-ft @1600 RPM minimum

Specify: 607 NM (448 lb-ft) @ 1600 RPM

Net torque rise shall be 47% minimum

Specify: 47%

Displacement – 6.8 litre minimum,

Specify: 6.8 L (414 cu. in)

Tier III Emission Certified engine minimum

Specify: EPA Tier 3/EU Stage III



4 stroke wet sleeve engine

Yes:

No:

Cylinder sleeves shall be removable

Yes:

No:

Turbocharged and charge air cooled

Yes:

No:

4. **Engine Equipment:**

Two stage dry air filter with a dirt ejector
and restriction indicator visible from the cab
shall be supplied:

Yes:

No:

Minimum engine oil drain interval of 500 hours

Specify: *Minimum 500hrs.
can be done every 250hrs*

Battery - two 12 volt batteries with
950 CCA each.

Rating: *950CCA each.*

Alternator, 100 amp. minimum.

Yes: No:

Specify: 100 Amp

Fuel Filter and water separator - shall be supplied

Yes: No:

Engine coolant temperature gauge

Yes: No:

Transmission oil temperature gauge

Yes: No:

Hydraulic Oil temperature gauge

Yes: No:



- Engine Oil pressure gauge Yes: No:
- Speedometer Yes: No:
- Tachometer Yes: No:
- Odometer Yes: No:
- Hour meter Yes: No:
- Monitor system with audible and visual warnings for all other functions. Yes: No:
- Heavy-duty trash resistant radiator and high ambient Cooling package Yes: No:
- Proportionally controlled, hydraulically driven swing out fan with safety guard Yes: No:
- Engine compartment shall be completely separated from the cooling compartment Yes: No:
- Unit will have 2-sided access to all coolers Yes: No:
- Ether cold weather starting aid. Yes: No:
- Pressurized liquid cooling system with thermostat and coolant recovery bottle and -35 degrees F coolant shall be supplied. Yes: No:
- Engine Coolant heater to be supplied. Yes: No:



Machine shall be equipped with a programmable auto
idle and automatic shutdown features for fuel conservation
Yes: No:

Machine to be equipped with remote machine monitoring
system
Yes: No:

5. **WEIGHT:**

SAE Operating weight – 27,500 lbs. (12,834 kg.)
minimum with ROPS cab and equipment specified.
(with standard counterweight and without ballast in
tires or loader bucket)

Specify: 13,077KG
(28,830 LBS)

6. **TRANSMISSION:**

The transmission shall have four speeds forward
and three reverse speeds minimum.

Yes: No:
Specify: 4 FORWARD, 3 REVERSE

Transmission shall be a power shift unit and
shall incorporate a torque converter.

Specify: COUNTER-SHAFT TYPE
POWERSHIFT

Transmission oil cooler as standard equipment
Yes: No:

Machine shall have a forward/neutral/reverse
switch standard on the loader control joystick
Yes: No:



Transmission shall have an auto shift mode.

Yes: No:

Quick shift button on loader joystick with two selectable modes

Yes: No:

Transmission Clutch Disconnect feature with three selectable modes

Yes: No:

7. **AXLES:**

Front axle shall have a hydraulically actuated locking differential

Specify: Hydraulic locking FRONT DIFFERENTIAL

Final Drives shall be heavy-duty inboard planetary

Yes: No:
Specify: HEAVY INBOARD PLANETARY

Factory installed axle oil coolers & filter shall be supplied

Yes: No:

Rear axle shall, not have less than 24 degrees of total oscillation stop, to stop when equipped with 20.5-25 tires

Yes: No:
Specify: 24° TOTAL



8. HYDRAULIC SYSTEM

Shall be a Pressure Compensating Closed Centre hydraulic system

Yes: No:

Shall have in cab adjustable automatic boom Height kick out, return to carry and return to dig

Yes: No:

Machine shall have an electronic pilot shut off that disables implement functions

Yes: No:

Hydraulic fittings shall be O-ring face seal type

Yes: No:

Machine shall be equipped with a heavy-duty hydraulic oil cooler

Yes: No:

Hydraulic pump or pumps shall have a combined rating of not less than 44GPM (165 L/m) for continuous operation

Yes: No:

9. STEERING:

Full shock resistant power steering

Yes: No:

Bucket clearance circle of 38' 7" (11.77 m) maximum

Yes: No:

Specify: **38' 7" (11.77m) max.**



Steering articulation angle shall be, no less than 40 degrees in each direction

Yes: No:

Specify: 40° / ea. direction

Tilt steering column shall be provided

Yes: No:

10. BRAKES:

All hydraulic inboard wet disc service brakes, Self-adjusting and self-equalizing shall be supplied.

Yes: No:

Parking brake supplied, shall be independent of service brakes, engage automatically when engine shuts down and neutralize the transmission.

Yes: No:

Parking brake shall be multi-wet disc

Yes: No:

Parking/secondary brake shall be of sufficient design to hold the weight of the machine on a slope.

Yes: No:

Parking brake shall have indicator light and audible warning when engaged

Yes: No:

All brakes must conform to ISO 3450 specification.

Yes: No:



TIRES:

Unit shall be equipped with 20.5 R 25
L3 Michelin radial tires with multi-piece rims

Specify: Michelin
20.5 R25
1 STAR L3

12. FRAME:

Loader frame shall be of a 4-vertical plate design with plates extending from boom pivot pins reaching to the front axle to distribute boom loads on the axle.

Yes: No:

Machine shall be equipped with an exterior mounted ground level storage compartment

Yes: No:

Z Bar system

Yes: No:

11. CAB:

An enclosed weather-proof deluxe steel cab with side openings for easy access to the driver's seat shall be provided

Yes: No:

All windows shall be tinted safety glass

Yes: No:

Sound suppression with maximum ISO 6396 sound rating of 70 dBa

Yes: No:



A certified roll over protective structure shall be incorporated into the cab. Yes: No:

Seat shall be a deluxe cloth, fully adjustable, air suspension type with lumbar support and adjustable arm rests Yes: No:

3" retractable seat belt shall be supplied. Yes: No:

24 Volt to 12 Volt – 10 Amp Converter to be supplied Yes: No:

Heater - a cab heater, pressurizer ensuring operator's comfort at various outside temperatures. Yes: No:

Factory installed Air Conditioning Yes: No:

Cab intake air shall be filtered Yes: No:

Cab interior re-circulation air shall be filtered Yes: No:

Front and rear intermittent wipers + washers shall be supplied Yes: No:

AM/FM Weather band radio shall be supplied Yes: No:



Large rear-view mirror mounted internally shall
be supplied.

Yes: ✓ No:

Large, Heated Exterior Mirrors shall be supplied

Yes: ✓ No:

Grab bars – unit shall have 3-point contact at all times
at the front and rear of the loader and around the roof line.

Yes: ✓ No:

The cab shall have continuous and unobstructed glass
from roof line to floor for forward visibility in tight quarters

Yes: ✓ No:

Cab shall have cup holder, personal cooler holder, storage,
compartment for operator's manual, and rubber floor mat

Yes: ✓ No:

Cab shall have a solid state sealed switch module for
convenient access to light, wiper, beacon, A/C, Autoshift
and other electrical functions

Yes: ✓ No:

LOADER BUCKET:

2.75 cubic yard general purpose bucket with a bolt on
replaceable edge shall be supplied & mounted on a
Hydraulic Attachment coupler designed and built by
the loader manufacturer (quick attach system must be a
Pro Series 2000 coupler (ACS) size 30 to be compatible
With our existing attachments

Yes: ✓ No:



Bucket shall have built in replaceable heel wear plates
for extended bucket life

Yes: No:

Bucket width shall be adequate to clear the front
tires for stock piling

Yes: No:

Pallet Forks with 60" tines on a 90" carriage compatible
with the attachment coupler shall be supplied

Yes: N/A No: N/A

15. **LOADER OPERATING CAPACITY:**

Loader SAE operating capacity shall be 8,593 lb
minimum with the equipment specified

Yes: No:
Specify: 8840 lbs.

The SAE 40 degree full turn tipping load shall be
a minimum of 17,185 lbs. with specified equipment

Yes: No:
Specify: 17681 lbs.

SAE J732C breakout force shall be 16,682 lbs.
minimum with specified bucket.

Yes: No:
Specify: 19974 lbs.

Dump clearance, 45 degree, full height shall be
103" minimum with specified bucket.

Yes: No:
Specify: 103 "

Dump reach at full height shall be 43" minimum.

Yes: No:



Specify: 43 "

Machine shall be equipped with automatic ride control including monitor adjustable speed settings

Yes: No:

LOADER CONTROL:

Machine shall be equipped with a single joystick pilot controller with forward/neutral/reverse transmission shift switch, and gear shift buttons

Yes: No:

Third function auxiliary hydraulics will be supplied to Operate a sweeper, complete with separate control lever, with detent position & plumbing to the attachment coupler

Yes: No:

An automatic bucket leveler, return to dig and float position shall be supplied.

Yes: No:

Unit shall be equipped with selectable 'return to carry' and boom height kickout' modes

Yes: No:

17. PAINT:

Manufacturer's standard color:

Yes: No:



18. **BACK UP ALARM:**

To operate automatically when machine is operated in reverse.

Yes: No:

19. **OPERATING INSTRUCTION:**

An operator's manual shall be supplied with each unit.

Yes: No:

Provision for storage of operator's manual inside the cab

Yes: No:

Dealer to provide operator familiarization on delivery for a minimum of four operators.

Yes: No:

20. **LIGHTS:**

Two halogen driving lights with guards

Yes: No:

Four halogen work lights, two front and two rear

Yes: No:

Two rear stop and tail lights,

Yes: No:

Two front and two rear turn signal lights, two rear reflectors

Yes: No:



Star A200 amber roof mounted strobe to be mounted
for visibility from front and rear while roading

Yes: No:

WARRANTY:

State Manufacturer's standard warranty

Specify: 1 Year / UNLIMITED HOURS

A signed, statement of warranty coverage
must be supplied.

Yes: No:

22. PRODUCT SUPPORT:

Parts list and repair manual shall be supplied.

Yes: No:

The Machine shall arrive with a full tank of
Fuel, PDI completed, fully functional and ready for work.

Yes: No:

23. OPTIONAL ITEMS:

One set of four 20.5R25 Michelin SnoPlus winter
radial tires on multi piece rims

Specify: 20.5R25
MICHELIN SNOWPLUS
WINTER

Option Price: \$ 18345.37

An automatic greasing system including installation
May be required. State brand proposed, # of grease

Brand: LUBE CORE



points and size of grease reservoir and attach

Option Price: \$ 5250.⁰⁰

product literature

Provide information on optional extended warranty and cost for:

Three year / 3000 hour Powertrain Plus Hydraulic \$ 2085.⁰⁰

Five year / 5000 hour Powertrain Warranty \$ 3585.⁰⁰



City of Temiskaming Shores
PW-RFP-010-2016

Supply and Delivery of a New Articulated Four Wheel Drive Front End Loader

PW-RFP-010-2016

Contractor's submission of bid to:

The Corporation of the City of Temiskaming Shores

Stipulated Bid Price

We/I, NORTRAX CANADA INC.
(Registered Company Name/Individuals Name)

Of, 199 MUMFORD RD. UNIT F, LIVELY, ONT. P3Y 1L2
(Registered Address and Postal Code)

Business:

Phone Number (705) - 692-7272

Fax Number (705) - 692-1420

We/I hereby offer to enter into an agreement to supply and install, as required in accordance to the proposal for a price of:

	Unit price	Total with HST
Price for unit (less HST)	<u>\$171,722.⁰⁰</u>	<u>\$194,045.⁸⁶</u>

Days to deliver once awarded: 60 DAYS ARO



Proposal Evaluation Criteria

An evaluation team consisting of key municipal staff will conduct the evaluation of proposals.

The City of Temiskaming Shores reserves the right in its evaluation of the proposal to consider all pertinent criteria whether or not such criteria are contained in the Request for Proposals.

CITY PROPOSAL EVALUATION CRITERIA			MAXIMUM TOTAL POINTS
	WEIGHT	POINTS	
Qualifications, Expertise and Performance on Similar Purchases			
Past ability to complete transactions within timelines and budgets	6	10	60
Stability and reputation of firm	4	10	40
Qualifications of sales and mechanical support staff	5	10	50
Qualifications of senior staff / manager	5	10	50
20%			
Proposed Supplier Contact / Manager and Support Team			
Past experience in directing / involvement with similar purchases	5	10	50
Specialized expertise	5	10	50
Understanding of proposed goods to be provided	5	10	50
15%			
Completeness and Schedule			
Availability of key staff	5	10	50
Demonstrated customer service program	5	10	50
Methodology and Schedule for delivery of goods	5	10	50
Quality assurance program	5	10	50
Demonstrated how the firm will assist the City maintaining and servicing equipment.	5	10	50
25%			
Knowledge of City Regarding the Purchase			
Members of the team must be familiar with the City's existing fleet and maintenance staff and capabilities	10	10	100
10%			
Estimated Fees and Disbursements			
Cost estimates are evaluated for completeness and lowest is scored 10 points, next 8 points, etc. If more than 5 proposals, then only 5 lowest Bids are to receive points, and the remaining higher prices will be given 0.25 points. Prices within a small differential will be scored as equal.	30	10	300
30%			



**City of Temiskaming Shores
PW-RFP-010-2016**

Supply and Delivery of a New Articulated Four Wheel Drive Front End Loader

NON COLLUSION AFFIDAVIT

I/ We NORTRAX CANADA INC. the undersigned am fully informed respecting the preparation and contents of the attached quotation and of all pertinent circumstances respecting such bid.

Such bid is genuine and is not a collusive or sham bid.

Neither the bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collective or sham bid in connection with the work for which the attached bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other Bidder, or to fix any overhead, profit or cost element of the bid price or the price of any bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Temiskaming Shores or any person interested in the proposed bid.

The price or prices 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, quotation or proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Signed

Company Name

NORTRAX CANADA INC.

Title

DEAN DERRO - GENERAL MANAGER



**City of Temiskaming Shores
PW-RFP-010-2016**

Supply and Delivery of a New Articulated Four Wheel Drive Front End Loader

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 NORTRAY-LIVELY this 17th day of MAY, 2016.

FIRM NAME:

NORTRAY CANADA INC - LIVELY.

BIDDER'S AUTHORIZED OFFICIAL:

DEAN DERRO

TITLE:

GENERAL MANAGER

SIGNATURE:



The Corporation of the City of Temiskaming Shores

By-law No. 2016-105

**Being a by-law to adopt Terms of Reference for the Bicycle
Friendly Community Committee**

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 RS-015-2016 at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law for the adoption of Terms of Reference for the Bicycle Friendly Community Committee for consideration at the June 7, 2016 Regular Council meeting;

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

1. That Council adopts Terms of Reference for the Bicycle Friendly Community Committee identified as Schedule "A", attached hereto 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, second and third time and finally passed this 7th day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law No. 2016-105

**Terms of Reference
Bicycle Friendly Community Committee**

City of Temiskaming Shores Bicycle Friendly Committee Terms of Reference

1.0 Background

A municipal Council may by law establish for its purposes, a Bicycle Friendly Community Committee.

In establishing a Bicycle Friendly Committee, Council recognizes the importance of cycling in terms of creating community and as an indicator of a healthy, vibrant and active community and is based on the essential elements including engineering, education, encouragement, enforcement, evaluation and planning.

2.0 Mission Statement

The City of Temiskaming Shores Bicycle Friendly Committee will aspire to be a great place for people to ride their bikes. Temiskaming Shores’ culture of outdoor activity and recreation will have extended to include walking and cycling through the community, with community members feeling increasingly comfortable exploring Temiskaming Shores’ natural assets and urban environments by foot or bike.

3.0 Definitions

City means The Corporation of the City of Temiskaming Shores;

Committee means the Bicycle Friendly Committee;

Council means the Council of the City of Temiskaming Shores;

Municipality means the land within the geographic limits of the City of Temiskaming Shores;

Pecuniary Interest means a direct or indirect interest within the meaning of the municipal Conflict of Interest Act, R.S.O., 1990, chapter M.50, as amended, and any subsequent legislation thereto;

Timely manner means within fifteen (15) business days, excluding holidays

4.0 Accountability

4.1 The Temiskaming Shores Bicycle Friendly Committee is deemed a Committee of Council and except where prescribed herein functions in accordance with Sec. 2.1

“General Provisions” prescribed in the City of Temiskaming Shores Procedural By-law No. 2008-160, as amended which reads;

2.1 “The rules and regulations contained in the By-law shall be observed in all proceedings of Council and shall be the rules and regulations for the order and dispatch of business of the council and wherever possible, with the necessary modifications, for all committees of Council, unless otherwise prescribed.”

5.0 Membership

5.1 Two members of Council will be appointed by Council to the Bicycle Friendly Committee in accordance with Sec. 3.5 of the City of Temiskaming Shores Procedural By-law No. 2008-160, as amended which reads;

3.5 “At the Inaugural Meeting all required Council appointments to local boards and committees shall be appointed for the term of Council unless otherwise provided by statute or by-law.”

In addition, the Mayor may sit as an ex officio member.

5.2 The Committee will consist of a minimum of three (3) voting members of the public and may include up to seven (7) voting members of the public.

5.3 Quorum of the Bicycle Friendly Committee will be 50% + 1 of the members appointed to the Committee.

5.4 Every member of Council who shall be present (including the Chairperson) when a question is put shall vote thereon unless he/she is disqualified to vote on the question. (I.e. declared pecuniary interest)

5.5 The Bicycle Friendly Committee will meet quarterly (January, May, September)

5.6 The City will assign a staff person (member) who shall act as Secretary to the Committee, and be responsible for the preparation and distribution of minutes, keeping of files and records, the preparation and distribution of agendas, and as a resource for information gathering for the Committee.

5.7 Members of the Bicycle Friendly Committee shall serve at the pleasure of Council without remuneration.

5.8 With respect to member appointments to the Bicycle Friendly Committee, Council shall take into consideration an applicant’s special expertise, experience and commitment to promoting and facilitating community recreation.

5.9 A Committee member shall hold office for a term concurrently with the term of the appointing Council, or until successors are appointed, and may be appointed for one or more further terms.

- 6.0 The City shall advertise for Committee Members at the beginning of each new Term of Council and on an as needed basis throughout the Term.

6.0 Conduct of Members

- 6.1 No member, individually or as a group, shall provide comment, opinion or make representation of any kind to any person or group with respect to any matter or thing relating to the function of the Bicycle Friendly Committee or Council unless authorized to do so by a resolution of the Bicycle Friendly Committee or Council.
- 6.2 Should a member knowingly violate City policies, or conducts themselves in a manner deleterious to the achievement of the mandate and vision of the Bicycle Friendly Committee in respect to their membership on the Bicycle Friendly Committee, which results in, or has the potential to result in liability/exposure to the City, Council may repeal the appointment.
- 6.3 No member shall make any commitments, financial or otherwise, in respect of the City or the Bicycle Friendly Committee or in any manner enter into any form of agreement, or receive other inducements or benefits either individually or as a group with respect of their membership on the Bicycle Friendly Committee.
- 6.4 Where applicable, members shall declare a conflict of pecuniary interest and shall at all time conform with the requirements of Section 22 – “Conflict of Interest” prescribed in the City of Temiskaming Shores Procedural By-law No. 2008-160.
- 6.5 Should a member fail to participate in three (3) consecutive regular meetings, or more than 50% of all regular meetings of the Committee in any calendar year exclusive of a granted leave of absence, Council may repeal the appointment.
- 6.6 Should a member request a leave of absence from the Committee, such request shall not exceed six (6) months in length and shall be made to Council through the committee.

7.0 Reporting and Monitoring

The Bicycle Friendly Committee will provide Council with minutes of meetings and report on specific matters as necessary. Once approved, these minutes will be posted on the City’s website.

8.0 Objectives

The Objectives of the Temiskaming Shores Bicycle Friendly Committee are to:

1. Advise Council on matters of a Bicycle Friendly Community including engineering, education, encouragement, enforcement, evaluation and planning, and assist Council in carrying out its bicycle friendly community program.
2. Act as a liaison between Council and the community with respect to all aspects of a bicycle friendly community within the municipality, including input in Recreation planning.
3. Provide the community with a resource and instrument for the development and implementation of a Bicycle Friendly Community
4. Promote awareness, education and participation in cycling.

9.0 Roles and Responsibilities

- 9.1 The Committee will act in an advisory capacity to Council in matters pertaining to a Bicycle Friendly Community and will;
 - Cooperate with other governmental agencies and civic groups in the advancement of sound cycling and walking infrastructure and programs.
- 9.2 Make recommendations to Council regarding:
 - Cycling and walking infrastructure that may exist or may be needed
 - The coordination of cycling/walking infrastructure and programs with the programs of other agencies and voluntary organizations so as to ensure the most effective use is being made of community resources.
 - Assist in bringing together informal groups to determine the cycling/walking infrastructure and programming needs of the community, and assist in cooperative planning and
 - Consider and make recommendations with respect to such issues as referred to from time to time by staff
- 9.3 Community Involvement and Liaison with Community
 - Develop and maintain a liaison with community groups and individuals within the municipality, District, Province, and at the Federal level, that share the objectives of the Committee in order to foster their joint objectives.
- 9.4 Information and Education
 - Educate the community to encourage an active and healthy community
 - Educate the community as to the role and function of the Bicycle Friendly Committee.

- Develop partnerships with the community and private sector for activities and projects that raise awareness, educate and inform the public of the benefits of a Bicycle Friendly Community in terms of personal health and wellness, strengthening communities through social interaction, volunteerism, civic pride and aesthetics, safe communities, and community leadership.

The Corporation of the City of Temiskaming Shores

By-law No. 2016-106

Being a by-law to adopt the Charter for Recreation and Parks in Ontario for 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 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 PW-016-2016 at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to adopt the Charter for Recreation and Parks in Ontario for the City of Temiskaming Shores for consideration at the June 7, 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 hereby adopts the Charter for Recreation and Parks in Ontario for the City of Temiskaming Shores, attached hereto as Schedule "A" and forming part of this by-law; and
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 7th day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

Charter for Recreation and Parks in Ontario



Everyone in Ontario has a right to quality, accessible and inclusive recreation and parks services in their communities – services that are essential for the health of Ontarians, the quality of life in our communities, and the sustainability of our environment.

Recreation and Parks Rights of Ontarians

Every citizen in Ontario has the right and freedom to:

- **Participation**
Participate in safe, affordable and quality recreation programs that are in harmony with the diversity of the community.
- **Active Living**
Be physically active through participation in both organized and informal sport and recreation activities.
- **Access to Nature and the Outdoors**
Experience nature and access open spaces within their communities.
- **Enriching Experiences**
Experience the arts, cultural, heritage, sport and recreation activities in their communities.
- **A Welcoming and Inclusive Community**
Be included in activities that build strong communities, engaged citizens and a healthy family life.
- **Engagement**
Be engaged in the planning of recreation and parks in their communities and to participate in volunteer activities.

Recreation and parks can help us to overcome the significant challenges facing our communities today, including physical inactivity and the rising cost of health care, a rise in youth violence and the protection of our environment.

GOALS for Ontario Communities

To fulfill the Recreation and Parks Rights of Ontarians, every community provides these opportunities and services:

- Active transportation opportunities – i.e. accessible and inclusive human-powered forms of travel that enable people to walk or bike safely around their community.
- Safe, accessible and sustainable facilities, parks, trails and natural spaces.
- Programs (formal and informal), that are responsive to and inclusive of community needs.
- Events that bring people together and build community pride and spirit.

To achieve these goals, every community:

- 1) Has a partnership for action supported by grassroots champions and professional competence (staff and/or volunteer).
- 2) Develops and implements a viable, comprehensive recreation and parks strategy as a vital part of a healthy, active community strategy.
- 3) Exhibits strong collaboration among recreation, education, health, social and other human services.
- 4) Develops and implements policies and standards that exceed current regulations in each of the following areas of parks and recreation services:
 - Affordable access to recreation
 - Infrastructure and lifecycle replacement of parks and rec facilities
 - Screening and training of recreation and parks staff and volunteers
 - Healthy child development based on the UN Charter on the Rights of the Child
 - Learn life skills, such as swimming
- 5) Ensures a sustainable recreation and parks system through continued capital and operating investment, in cooperation with the public and private sectors (i.e. municipal, not-for-profit, foundations, and industry).
- 6) Has the capacity to measure and account for its progress and performance.

The ROLE of Ontario's Recreation and Park Leaders

To support the Goals for Ontario Communities, the recreation and parks sector takes responsibility to:

- Be a strong voice in shaping and influencing public policy.
- Use effective systems for recruiting and developing the qualified human resources necessary to plan and deliver programs.
- Improve public awareness of the importance and benefits of recreation and parks in order to enhance the position of parks and recreation on the public agenda.
- Provide effective and timely applied research that supports the understanding of how recreation and parks contributes to inclusive, healthy, and sustainable communities.
- Be recognized as an active and valued partner in cross-sectoral collaborations.
- Undertake innovative and evidence-based approaches.

Why this Charter is Important

Recreation and parks services contribute to the quality of life in our communities, the health of Ontarians and to the sustainability of our environment. In every community, recreation and parks makes a real and measurable impact on the lives of Ontarians. Research has shown that recreation and parks contributes to physical and mental health, acts as a protective factor for youth-at-risk and helps improve the circumstances for those living in poverty.

We must ensure that there is equitable access for all Ontarians, that our infrastructure and programs are responsive to community needs, and that our parks are protected.

This is why a "Charter for Recreation and Parks in Ontario" was created. While every community in Ontario is unique, there are common goals that all communities should strive to achieve to ensure that all of their citizens are able to enjoy the significant benefits provided by recreation and parks.

This charter supports a community's commitment to ensuring that their citizens' right to recreation and parks services is met.

Charter Development: Background

Senior leaders of recreation and parks services, representing small and large communities from across Ontario, have identified common issues and challenges facing municipalities. The number one priority identified is the need to ensure that the significant values and benefits of recreation and parks are:

- a) clearly understood as a significant contributor to healthy, sustainable communities; and
- b) realized by all Ontarians through effective infrastructure and delivery of services.

A task force was commissioned to work in cooperation with the boards of organizations in parks and recreation to develop a charter to:

- provide a common vision that communities can use to support and raise awareness of the value and benefits of recreation and parks; and
- provide common goals that can help to guide recreation and parks service delivery and evaluation.

In February 2008, the task force presented a "Draft Charter" to the delegates of a provincial Senior Managers' Institute. Their review, revisions and subsequent ratification provided the basis for the content of this Charter for Recreation and Parks in Ontario.

Glossary of Terms

Accessible: Citizens are able to access (recreation and parks) services without having to surmount undue obstacles or barriers.

Active living: A way of life in which physical, social, mental, emotional and spiritual activities are valued and are integrated into daily living.

Active transportation: Active transportation is any form of self-propelled (i.e. non-motorized) mode of transportation that uses human energy, such as walking, cycling or in-line skating.

Cross-sectoral collaboration: Different sectors (e.g. health, social services, economic development) working together to solve a common problem or achieve a common objective.

Facilities: Built or enclosed structures used for community recreation and leisure. May include multi-purpose recreation/fitness facilities, soccer fields, ball diamonds, arenas, pools as well as recreation centres, seniors' centres and community buildings.

Inclusive: Creating an environment where everyone, regardless of circumstance, is able to participate fully in their community to the best of their abilities and desires. Inclusive communities, programs and services are (to the greatest extent possible): accessible to those who cannot afford to pay; barrier free; able to accommodate special needs; safe and hate-free; and include activities that value and incorporate diversity in culture, race, language and sexual orientation; and that support gender equality.

Natural environment: The air, land and water, or any combination or part thereof, that occurs naturally within an area. May include lakes, rivers, forests, ravines and grasslands.

Parks and open space: Includes all outdoor open spaces that provide opportunities and benefits for active, passive and organized community recreation and leisure; contribute to the preservation and protection of open space and the environment; and are generally accessible to the public. May include parklands, trails, forests, wetlands and beaches.

Recreation: Includes all of those activities in which individuals choose to participate in during leisure time. Activities are not confined solely to sports and physical recreation programs, but include artistic, creative, cultural, social and intellectual activities. Defining attributes of recreation include: physical and artistic experiences; activities freely chosen by participants (non-mandatory and occurring out of school); opportunity for progressive skill development and fun.

Sustainable: Can be continued in the future and uses natural and human resources in a way that does not jeopardize the opportunities of future generations.

Contact

For further information about the Charter:

Parks and Recreation Ontario • 416-426-7142 • www.prontario.org • pro@prontario.org

The Corporation of the City of Temiskaming Shores

By-law No. 2016-107

Being a by-law to amend By-law No. 2015-001 being a by-law to appoint Council Committees and Council Representatives to various Boards & Committees for the December 1, 2014 to November 30, 2018 Term of Council to appoint Councillor Foley to the Bicycle Friendly Community Committee

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

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

And whereas Council adopted By-law No. 2015-001 to appoint Council representatives to various Committees and Boards for the December 1, 2014 to November 30, 2018 term of Council;

And whereas Council considered Administrative Report No. RS-015-2016 at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2015-001 to appoint Councillor Foley to the Bicycle Friendly Community Committee for consideration at the June 7, 2016 Regular Council meeting;

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

1. That Schedule "A" to By-law No. 2015-001, as amended be further amended to add the following:

Boards / Committees	Council member(s) appointed
Bicycle Friendly Committee	Councillor Foley

2. That this by-law shall come into force and take effect on the date of its final passing.

Read a first, second and third time and finally passed this 7th day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen

The Corporation of the City of Temiskaming Shores

By-law No. 2016-108

Being a by-law to amend By-law No. 2015-012 being a by-law to authorize the execution of an agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Economic Development, Trade and Employment for the completion of the Certified Site Program East side of Hawn Drive 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 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 Council considered Memo 011-2016-CS at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2015-012 for the Certified Site Program for the Dymond Industrial Park for consideration at the June 7, 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. 2015-012, as amended be hereby further amended by Amending Agreement No. 3, a copy of which is hereto attached as Schedule "A" and forms part of this by-law.
2. That By-law No. 2015-012, as amended be hereby further amended by Adding the following provision:

That the Mayor and Clerk of the City of Temiskaming Shores are hereby authorized to execute amendments to this agreement after the passage of this by-law, where Council has requested and/or approved the said amendment through a Resolution of Council.

Read a first, second and third time and finally passed this 7th day of June, 2015.

Mayor – Carman Kidd

Clerk – David B. Treen

This Amending Agreement No. 3 effective as of the 4th day of May, 2016.

B E T W E E N :

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Minister of Economic Development,
Employment and Infrastructure
(the “**Province**”)

- and -

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES
(the “**Recipient**”)

BACKGROUND

1. The Province (formerly known as Her Majesty the Queen in Right of Ontario as represented by the Minister of Economic Development, Trade and Employment) and the Recipient entered into an agreement effective as of the 20th day of June, 2014, as amended by Amending Agreement No. 1 dated effective as of June 20th, 2015 and Amending Agreement No. 2 dated effective as of the 17th day of December, 2015 (collectively, the “**Agreement**”).
2. An amendment to the definition of Site is required due to portions of the original site being sold
3. The Parties wish to further amend the Agreement in the manner set out in this Amending Agreement No. 3.

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

1. Capitalized terms used but not defined in this amending agreement No. 3 (the “**Amending Agreement No. 3**”) have the meanings ascribed to them in the Agreement.
2. Section 1.2 of the Agreement is amended by deleting the definition of “**Application to Certify Deadline Date**” and replacing it with the following:

“**Application to Certify Deadline Date**” means September 30, 2016.
3. Section 1.2 of the Agreement is amended by deleting the definition of “**Expiry Date**” and replacing it with the following:

“**Expiry Date**” means the earliest of: (i) the second anniversary of the Certification Date; (ii) when the Site is sold in accordance with the terms and conditions of the Agreement; or, (iii) five years after the Effective Date.
4. Section 1.2 of the Agreement is amended by deleting the definition of “**Site**” and replacing it with the following:

“Site” means the property municipally known as Hawn Drive (East Parcel), City of Temiskaming Shores, Ontario, identified as PIN NO. 61335-0415 (LT); PIN NO. 61335-0416 (LT); PIN NO. 61335-0417 (LT); PIN NO. 61335-0418 (LT); PIN NO. 61335-0419 (LT); PIN NO. 61335-0420 (LT); PIN NO. 61335-0421 (LT); PIN NO. 61335-0422 (LT); PIN NO. 61335-0423 (LT); PIN NO. 61335-0424 (LT); PIN NO. 61335-0425 (LT); and PIN NO. 61335-0426 (LT) from the Effective Date until October 10, 2014, all as more particularly described in Schedule “G”. After October 10, 2014, “Site” means the property municipally known as Hawn Drive (East Parcel), City of Temiskaming Shores, Ontario, identified as PIN NO. 61335-0415 (LT); PIN NO. 61335-0416 (LT); PIN NO. 61335-0417 (LT); PIN NO. 61335-0418 (LT); PIN NO. 61335-0419 (LT); PIN NO. 61335-0420 (LT); PIN NO. 61335-0421 (LT); PIN NO. 61335-0422 (LT); PIN NO. 61335-0423 (LT); and PIN NO. 61335-0424 (LT), all as more particularly described in Schedule “G”.

5. Schedule “A” of the Agreement is amended by deleting the first table under the heading “Timelines” which contains a list of milestones and expected dates of completion and replacing it with the two tables contained in Appendix “1” hereto.
6. Schedule “G” of the Agreement is deleted and replaced with the Schedule “G” attached as Appendix “2” to this Amending Agreement No.3.
7. This Amending Agreement No. 3 shall be effective as of the first date written above.
8. Except for the amendments provided for in this Amending Agreement No. 3, all provisions in the Agreement shall remain in full force and effect.

The Parties have executed this Amending Agreement No. 3 on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Minister of Economic Development,
Employment and Infrastructure**

Name: George Cadete
Title: Director, Advanced
Manufacturing Branch

Date

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

Name:
Title:

Date

Name:
Title:

Date

I/We have authority to bind the Recipient

Appendix "1"

Attached to and forming part of the Amending Agreement No. 3 entered into between the Province and the Recipient dated the 4th day of May, 2016.

Timelines from the Effective Date to October 10, 2014:

Requirement	Expected Date of Completion
A.1. Truthful Representation	Sept 30, 2015
A.2. Property Identification	June 20, 2015
A.3. Title	June 20, 2015
A.4. Property Characteristics / Surrounding Uses	June 20, 2015
A.5. Developable Area	June 20, 2015
A.6. Planning	June 20, 2015
A.7. Transportation	Mar 30, 2015
A.8. Servicing	Mar 30, 2015
A.9. Environmental Site Assessments	June 20, 2015
A.10. Archaeological Assessment	Sept 30, 2015
A.11. Species at Risk Assessment	Sept 30, 2015
A.12. Built Culture Heritage Landscapes	June 20, 2015
A.13. Environmental Assessment	June 20, 2015
A.14. Documentation Review	Sept 30, 2015
Submit Application and Documentation	

Budget Forecast

	\$ (Forecast)	Supplier Name (if known)
Sources of Funding		
Own Source Revenue	25,000	NA
Ontario Grant	25,000	NA
Other:	0	NA
Total Revenue	50,000	
Eligible Costs		
Title Opinion	1,000	NA
Title Insurance	500	NA
Survey Report	1,000	NA
Environmental Site Assessments	9,000	NA
Environmental Assessment	5,000	NA
Archaeological	10,000	NA
Species at Risk	10,000	NA
Technical Heritage Reports	1,000	NA
Documentation Review	2,500	NA
Digital Mapping	5,000	NA
Project Manager Fees (if required)	5,000	NA
Ineligible Costs		
Total Costs	50,000	

Note: Costs incurred prior to the Effective Date are ineligible. See Schedule "F" for more details.

Timelines from October 10, 2014 onwards:

Requirement	Complete (Y/N)	Expected Date of Completion
A.1: Truthful Representation		
A.2. Property Identification		
A.3. Title		
A.4. Property Characteristics / Surrounding Uses		
A.5. Developable Area		
A.6. Planning		
A.7. Transportation		
A.8. Servicing		
A.9. Environmental Site Assessments		
A.10. Archaeological Assessment		
A.11. Species at Risk Assessment		
A.12. Built Culture Heritage Landscapes		
A.13. Environmental Assessment		
A.14. Documentation Review		
Submit Application and Documentation		

Appendix "2"

Attached to and forming part of the Amending Agreement No. 3 entered into between the Province and the Recipient dated the 4th day of May, 2016.

SCHEDULE "G"

LEGAL DESCRIPTION OF SITE

From Effective Date to October 10, 2014:

PIN NO. 61335-0415 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PT 10 54R5639; TEMISKAMING SHORES; DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PTS 1, 54R5727 AS IN DT44916

PIN NO. 61335-0416 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PT 11 54R5639; TEMISKAMING SHORES; DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 2 54R5727 AS IN DT44916

PIN NO. 61335-0417 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PT 12 54R5639; TEMISKAMING SHORES; DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 3 54R5727 AS IN DT44916

PIN NO. 61335-0418 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PT 13 & 15 54R5639; TEMISKAMING SHORES; DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 4 54R5727 AS IN DT44916

PIN NO. 61335-0419 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PTS 14, 17 54R5639; TEMISKAMING SHORES; DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PTS

5, 6 54R5727 AS IN DT44916

PIN NO. 61335-0420 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PTS 18, 26 54R5639; TEMISKAMING SHORES;
DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PTS
7, 8 54R5727 AS IN DT44916

PIN NO. 61335-0421 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PTS 19, 27 54R5639; TEMISKAMING SHORES;
DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 9
54R5727 AS IN DT44916

PIN NO. 61335-0422 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PTS 20, 28 54R5639; TEMISKAMING SHORES;
DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 10
54R5727 AS IN DT44916

PIN NO. 61335-0423 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PTS 21, 22, 29, 30 54R5639; TEMISKAMING
SHORES; DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS
OVER PT 11 54R5727 AS IN DT44916

PIN NO. 61335-0424 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PTS 23, 24, 31, 32 54R5639; TEMISKAMING
SHORES; DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS
OVER PT 12 54R5727 AS IN DT44916

PIN NO. 61335-0425 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PTS 25, 33 54R5639; TEMISKAMING SHORES;

DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 13
54R5727 AS IN DT44916

PIN NO. 61335-0426 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PT 34 54R5639; TEMISKAMING SHORES; DISTRICT
OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 14 54R5727
AS IN DT44916

From October 11, 2014 onwards:

PIN NO. 61335-0415 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PT 10 54R5639; TEMISKAMING SHORES; DISTRICT
OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PTS 1, 54R5727
AS IN DT44916

PIN NO. 61335-0416 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PT 11 54R5639; TEMISKAMING SHORES; DISTRICT
OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 2 54R5727
AS IN DT44916

PIN NO. 61335-0417 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PT 12 54R5639; TEMISKAMING SHORES; DISTRICT
OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 3 54R5727
AS IN DT44916

PIN NO. 61335-0418 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PT 13 & 15 54R5639; TEMISKAMING SHORES;
DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 4
54R5727 AS IN DT44916

PIN NO. 61335-0419 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PTS 14, 17 54R5639; TEMISKAMING SHORES;
DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PTS
5, 6 54R5727 AS IN DT44916

PIN NO. 61335-0420 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PTS 18, 26 54R5639; TEMISKAMING SHORES;
DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PTS
7, 8 54R5727 AS IN DT44916

PIN NO. 61335-0421 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PTS 19, 27 54R5639; TEMISKAMING SHORES;
DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 9
54R5727 AS IN DT44916

PIN NO. 61335-0422 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PTS 20, 28 54R5639; TEMISKAMING SHORES;
DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 10
54R5727 AS IN DT44916

PIN NO. 61335-0423 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PTS 21, 22, 29, 30 54R5639; TEMISKAMING
SHORES; DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS
OVER PT 11 54R5727 AS IN DT44916

PIN NO. 61335-0424 (LT)

PT S 1/2 LT 6 CON 1 DYMOND PTS 23, 24, 31, 32 54R5639; TEMISKAMING
SHORES; DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS
OVER PT 12 54R5727 AS IN DT44916

The Corporation of the City of Temiskaming Shores

By-law No. 2016-109

Being a by-law to amend By-law No. 2015-013 being a by-law to authorize the execution of an agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Economic Development, Trade and Employment for the completion of the Certified Site Program West side of Hawn Drive 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 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 Council considered Memo 011-2016-CS at the June 7, 2016 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2015-013 for the Certified Site Program for the Dymond Industrial park for consideration at the June 7, 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. 2015-013, as amended be hereby further amended by Amending Agreement No. 3, a copy of which is hereto attached as Schedule "A" and forms part of this by-law.
2. That By-law No. 2015-013, as amended be hereby further amended by Adding the following provision:

That the Mayor and Clerk of the City of Temiskaming Shores are hereby authorized to execute amendments to this agreement after the passage of this by-law, where Council has requested and/or approved the said amendment through a Resolution of Council.

Read a first, second and third time and finally passed this 7th day of June, 2015.

Mayor – Carman Kidd

Clerk – David B. Treen

This Amending Agreement No. 3 effective as of the 10th day of May, 2016.

B E T W E E N :

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Minister of Economic Development,
Employment and Infrastructure
(the “Province”)

- and -

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES
(the “Recipient”)

BACKGROUND

1. The Province (formerly known as Her Majesty the Queen in Right of Ontario as represented by the Minister of Economic Development, Trade and Employment) and the Recipient entered into an agreement effective as of the 20th day of June, 2014, as amended by Amending Agreement No. 1 dated effective as of June 20th, 2015 and Amending Agreement No. 2 dated effective as of the 17th day of December, 2015 (collectively, the “**Agreement**”).
2. The Parties wish to further amend the Agreement in the manner set out in this Amending Agreement No. 3.

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

1. Capitalized terms used but not defined in this amending agreement No. 3 (the “**Amending Agreement No. 3**”) have the meanings ascribed to them in the Agreement.
2. Section 1.2 of the Agreement is amended by deleting the definition of “**Application to Certify Deadline Date**” and replacing it with the following:

“**Application to Certify Deadline Date**” means September 30, 2016.
3. Section 1.2 of the Agreement is amended by deleting the definition of “**Expiry Date**” and replacing it with the following:

“**Expiry Date**” means the earliest of: (i) the second anniversary of the Certification Date; (ii) when the Site is sold in accordance with the terms and conditions of the Agreement; or, (iii) five years after the Effective Date.
4. Schedule “A” of the Agreement is amended by deleting the first table under the heading “Timelines” which contains a list of milestones and expected dates of completion and replacing it with the table contained in Appendix “1” hereto.

5. Schedule "G" of the Agreement is hereby deleted and replaced with the Schedule "G" attached as Appendix "2" to this Amending Agreement No.3.
6. This Amending Agreement No. 3 shall be effective as of the first date written above.
7. Except for the amendments provided for in this Amending Agreement No. 3, all provisions in the Agreement shall remain in full force and effect.

The Parties have executed this Amending Agreement No. 3 on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Minister of Economic Development,
Employment and Infrastructure**

Name: George Cadete
Title: Director, Advanced
Manufacturing Branch

Date

THE CORPORATION OF THE CITY OF TEMISKAMING SHORES

Name:
Title:

Date

Name:
Title:

Date

I/We have authority to bind the Recipient

Appendix "1"

Attached to and forming part of the Amending Agreement No. 3 entered into between the Province and the Recipient dated the 10th day of May, 2016.

Requirement	Complete (Y/N)	Expected Date of Completion
A.1: Truthful Representation		
A.2. Property Identification		
A.3. Title		
A.4. Property Characteristics / Surrounding Uses		
A.5. Developable Area		
A.6. Planning		
A.7. Transportation		
A.8. Servicing		
A.9. Environmental Site Assessments		
A.10. Archaeological Assessment		
A.11. Species at Risk Assessment		
A.12. Built Culture Heritage Landscapes		
A.13. Environmental Assessment		
A.14. Documentation Review		
Submit Application and Documentation		

Appendix "2"

Attached to and forming part of the Amending Agreement No. 3 entered into between the Province and the Recipient dated the 10th day of May, 2016.

SCHEDULE "G"

LEGAL DESCRIPTION OF SITE

PIN NO. 61335-0407 (LT)

PT S ½ LT 6 CON 1 DYMOND PT 2 54R5639; TEMISKAMING SHORES; DISTRICT OF TIMISKAMING

PIN NO. 61335-0409 (LT)

PT S ½ LT 6 CON 1 DYMOND PT 4 54R5639; TEMISKAMING SHORES; DISTRICT OF TIMISKAMING

PIN NO. 61335-0410 (LT)

PT S ½ LT 6 CON 1 DYMOND PT 5 54R5639; TEMISKAMING SHORES; DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PTS 18, 54R5727 AS IN DT44916

PIN NO. 61335-0411 (LT)

PT S ½ LT 6 CON 1 DYMOND PT 6 54R5639; TEMISKAMING SHORES; DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PTS 19, 20, 54R5727 AS IN DT44916

PIN NO. 61335-0412 (LT)

PT S ½ LT 6 CON 1 DYMOND PT 7 54R5639; TEMISKAMING SHORES; DISTRICT OF TIMISKAMING

PIN NO. 61335-0413 (LT)

PT S ½ LT 6 CON 1 DYMOND PT 8 54R5639; TEMISKAMING SHORES; DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 21 54R5727 AS IN DT44916

PIN NO. 61335-0414 (LT)

PT S ½ LT 6 CON 1 DYMOND PT 9 54R5639; TEMISKAMING SHORES; DISTRICT OF TIMISKAMING; SUBJECT TO AN EASEMENT IN GROSS OVER PT 22 54R5727 AS IN DT44916

PIN NO. 61335-0430 (LT)

PT S ½ LT 6 CON 1 DYMOND PT 1 54R5776; TEMISKAMING SHORES; DISTRICT OF TIMISKAMING

PIN NO. 61335-0436 (LT)

PT S ½ LT 6, CON 1 DYMOND BEING PT 1, 54R5839; CITY OF TEMISKAMING SHORES

PIN NO. 61335-0437 (LT)

PT S ½ LT 6, CON 1 DYMOND BEING PT 3, 54R5639 EXCEPT PT 1, 54R5839; SUBJECT TO AN EASEMENT IN GROSS OVER PTS 15, 16, 17 54R5727 AS IN DT44916; CITY OF TEMISKAMING SHORES

The Corporation of the City of Temiskaming Shores

By-law No. 2016-110

**Being a by-law to authorize Temporary Road Closures, and
limit the traffic on certain streets for the One Foot Forward:
Grayson Zubyck Memorial Fun Run / Walk**

Whereas under Section 27, of the Municipal Act, S.O. 2001, c.25, as amended, a municipality may pass by-laws in respect of a highway if it has jurisdiction over the highway;

And whereas under Section 10, of the Municipal Act, 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;

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

1. That the following roads shall be temporarily closed or experience traffic limitations on the date and time specified below for the One-Foot Forward: Grayson Zubyck Memorial Fun Run / Walk event:

a) Saturday – July 9, 2016 at 6:00 a.m. to 11:00 a.m.

Road Closures:

- Beach Blvd. from Lakeshore Rd North to White's Dr.
- White's Dr. from Beach Blvd. to Melville St.
- Melville St. from Lakeshore Rd North to White's Dr.
- Fleming Dr. from White's Dr. to Wellington Ave.
- Lakeshore Rd N. (Easterly Parking Lane) from Beach Blvd. to Melville St.

Clarification:

See attached Schedule "A" Closure Mapping.

Read a first, second and third time and finally passed this 7th day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



The Corporation of the City of Temiskaming Shores

By-law No. 2016-111

**Being a by-law to confirm certain proceedings of Council of
The Corporation of the City of Temiskaming Shores for its
Special meeting held on May 26, 2016 and its Regular
meeting held on June 7, 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 Special meeting on **May 26, 2016** and its Regular meeting held on **June 7, 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 7th day of June, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen