



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

Agenda

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

4. **Approval of Agenda**

Draft Motion

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

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

6. **Review and adoption of Council Minutes**

Draft Motion

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

- a) Regular Meeting of Council – November 1, 2016
- b) Special Meeting of Council – November 8, 2016 (Budget)

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

8. **Question and Answer Period**

9. **Presentations / Delegations**

a) Nicole Guertin, Owner – Presidents Suites

Re: 1922 Great Fire Challenge – 2017 Event

Draft Motion

Be it resolved that City Council acknowledges the presentation from Nicole Guertin in regards to the proposed 2017 Great Fire Challenge commemorating the Great Fire of 1922; and

That Council hereby supports the 2017 Event and authorizes the following contributions:

- Sufficient amount of lifeguards based on number of participants;
- Use of Haileybury Beach change rooms and Harbourfront Pavilion (tables/chairs/kitchen);
- Fire pits supervised by the Temiskaming Shores' Fire Department;
- Financial contribution to a maximum of \$2,000 for marketing purposes subject to 2017 Budget considerations.

b) Felicity Buckell – Timiskaming Arts Council

Re: Culture in Timiskaming

Draft Motion

Be it resolved that City Council acknowledges the presentation from Felicity Buckell in regards to Culture in Timiskaming;

That Council hereby refers the matter to the Economic Development Officer for the preparation of an Administrative Report for consideration at the December 6, 2016 Regular Council meeting.

- c) Mike De Silva - Resident

Re: Haileybury Public School – Expression of Interest

Draft Motion

Be it resolved that City Council acknowledges the presentation from Mr. Mike De Silva in regards to the Expression of Interest from the City of Temiskaming in relation to the Haileybury Public School.

10. Communications

- a) Jill Hughes, Director – Ministry of Transportation, Transportation Policy Branch

Re: Ontario's Climate Change Action Plan – Seeking input to improve commuter cycling networks

Reference: Referred to the Recreation Director

- b) Laura Albanese, Minister – Ministry of Citizenship and Immigration

Re: June Callwood Outstanding Achievement Award for Voluntarism in Ontario – Call for Nominations

Reference: Referred to Senior Staff

- c) M.M. (Marc) Bedard, Superintendent/Commander – Municipal Policing Bureau (OPP)

Re: Arbitration Award – Salary Increases

Reference: Referred to the Treasurer and Police Services Board

- d) Walter Humeniuk, Temiskaming Shores Resident

Re: Alternative Perspective to Craft Beer Festival

Reference: Circulated to Council

- e) Ian Ross, Director Communications Services Branch – Ministry of Indigenous Relations and Reconciliation

Re: November 6 -12, 2016 – Inaugural Treaties Recognition Week in the Province of Ontario

Reference: Received for Information

Draft Motion

Be it resolved that City Council agrees to deal with Communication Items 10. a) to 10. e) 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 OCWA Consultation meeting held on October 4, 2016; and
b) Minutes of the Northeastern Ontario Municipal Association meeting held on October 14, 2016.

12. Committees of Council – Internal Departments

Draft Motion

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

- a) Minutes of the Public Works Committee meeting held on October 6, 2016.

13. Reports by Members of Council

14. Notice of Motions

15. New Business

- a) **Approval of Council Meeting Schedule – January 2017 to July 2017**

Draft Motion

Whereas By-law 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;

And whereas the last meeting in 2016 will be on December 20, 2016, five days before Christmas and the first meeting in 2017 would be on January 3, 2017, one day after the New Years' Day Statutory Holiday;

Now therefore be it resolved that Council for the City of Temiskaming Shores foresees no benefit to a meeting on the first Tuesday in January 2017;

And furthermore be it resolved that Council does hereby confirms the following schedule of meetings for the months of January 2017 to July 2017:

Tuesday, January 17, 2017	Regular Meeting
Tuesday, February 7, 2017	Regular Meeting
Tuesday, February 21, 2017	Regular Meeting
Tuesday, March 7, 2017	Regular Meeting
Tuesday, March 21, 2017	Regular Meeting
Tuesday, April 4, 2017	Regular Meeting
Tuesday, April 18, 2017	Regular Meeting
Tuesday, May 2, 2017	Regular Meeting

Tuesday, May 16, 2017

Regular Meeting

Tuesday, June 6, 2017

Regular Meeting

Tuesday, June 20, 2017

Regular Meeting

16. By-laws

Draft Motion

Be it resolved that:

By-law No. 2016-165 Being a by-law to amend 2004-132, as amended being a by-law to adopt an Emergency Management Program

be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that By-law No. 2016-165 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) Special – Tuesday, November 22, 2016 at 6:00 p.m. (Budget)
- b) Regular – Tuesday, December 6, 2016 at 6:00 p.m.
- c) Regular – Tuesday, December 20, 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. 2016-176 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 **November 8, 2016** and its Regular Meeting held on **November 15, 2016** be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that By-law No. 2016-176 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 _____ p.m.

Mayor – Carman Kidd

Clerk – David B. Treen



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

Minutes

1. Call to Order

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

2. Roll Call

Council: Mayor Carman Kidd; Councillors Patricia Hewitt, Doug Jelly, Mike McArthur and Danny Whalen

Present: Christopher W. Oslund, City Manager
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
James Franks, Economic Development Officer
Jennifer Pye, Planner

Regrets: Councillor Jesse Foley and Jeff Laferriere

Media: Diane Johnston, Temiskaming Speaker
Bill Buchburger, CJTT 104.5 FM

Members of the Public: 2

3. Review of Revisions or Deletions to Agenda

None

4. Approval of Agenda

Resolution No. 2016-545

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

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

Carried

5. Disclosure of Pecuniary Interest and General Nature

None

6. Review and adoption of Council Minutes

Resolution No. 2016-546

Moved by: Councillor Whalen

Seconded by: Councillor McArthur

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

- a) Regular Meeting of Council – October 18, 2016

Carried

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

None

8. Question and Answer Period

None

9. Presentations / Delegations

a) Rick Hunter, Partner – Planscape

Re: Introduction - New Comprehensive Zoning By-law

Mr. Hunter utilizing powerpoint provided an outline of the process for the implementation of a new Comprehensive Zoning By-law for the City of Temiskaming Shores. Mr. Hunter provided an overview of the planning framework based on the provisions of the Planning Act and emphasized the foundations of a good Zoning By-law. The objectives of the assignment is to create a modern, efficient, comprehensive Zoning by-law that implements and builds upon the City's Official Plan, is consistent with the PPS, reflects the aspirations of Council / residents, sets common development standards and is easily administered by Staff.

Mr. Hunter outlined the involvement of Council and staff in the process and how reports and updates on process would be funneled through the Planner who, along with the CBO will have key roles in the project. Public Engagement will include a mix of traditional open houses and public presentations; meetings and contact with specific stakeholders; First Nation and Metis consultation with the initial public meeting to be held upon completion of the background report and identification of issues and potential zone changes.

Mr. Hunter stated that the Work Program will have three (3) stages; Background Review; Preparation of Draft Zoning By-law/Public Engagement and the Zoning By-law Approval process and illustrated the various steps within each stage. Utilizing maps from another municipality the approach to mapping was described. A Chart illustrating how various land uses are permitted within each of the existing zoning by-laws against each other.

Mr. Hunter spoke to the project deliverables from preliminary draft to final document suitable for passage by Council.

Mayor Kidd thanked Mr. Hunter for his presentation.

Resolution No. 2016-547

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that City Council acknowledges the presentation from Rick Hunter of Planscape regarding the City's new Comprehensive Zoning By-law for information purposes.

Carried

- b) Sylvie Fontaine, Chairperson and Andre Robichaud, 1st Vice-Chairperson – Northeastern Community Network

Re: North Eastern Community Network (NECN) Membership

Sylvie Fontaine utilizing powerpoint, along with Andre Robichaud made a presentation to Council in regards to the membership for NECN. Sylvie explained that NECN is the economic driver for the communities it serves and promotes a collaborative approach in developing new opportunities to enhance economic development in support of forestry, mining, agriculture and tourism business development. Members within NECN includes fourteen (14) municipalities and two First Nations found along the Highway 11 corridor.

Andre provided information on eight (8) projects/studies completed since 2008 and highlighted that the Mining sub-committee was successful in having Aerial Geophysical Surveys flown in 2015 which should have a great benefit to the mining sector as well as the Tourism sub-committee hosting the “*World’s Best Snowmobile Project*” submit to be held in Cochrane on November 3 and 4, 2016. Andre also outlined that the Town of Kapuskasing will be hosting an Agricultural Symposium in 2017.

Sylvie described the structure as having a Board of Directors and sub-committees related to Agriculture, Mining, Tourism and Forestry. Sylvie outlined historically the financial structure and that municipalities are the main source of funding for the organization. NECN is proposing a new structure wherein each municipality is being request to provide a membership fee of \$0.25/capita.

Councillor McArthur inquired if Council would be kept informed of various projects as they progress. Sylvie indicated that our Economic Development Officer, James Franks sits on the board and that regular updates could be provided through him.

Councillor Whalen inquired about the Northern Ontario Growth Plan. Sylvie outlined that when projects are developed and funding applied for they try to ensure that the projects are in align with the Growth Plan.

Mayor Kidd thanked Sylvie and Andre for their presentation.

Resolution No. 2016-548

Moved by: Councillor Jelly
Seconded by: Councillor Whalen

Be it resolved that City Council acknowledges the presentation from Sylvie Fontaine and Andre Robichaud in regards to membership in the North Eastern Community Network (NECN); and

That Council agrees to refer the City's membership renewal at a rate of \$0.25/capita (\$2,600) to the 2017 Budget process.

Carried

10. Communications

a) Alison Stanley, Information and Communications Officer – FONOM

Re: FONOM travels to Greater Sudbury for Board of Directors Meeting

Reference: Received for Information

b) Mark Hartman, Regional Vice President – Health Sciences North

Re: Financial Support – Positron Emission Tomography (P.E.T.) Scanner

Reference: Received for Information

c) Maureen Adamson, Deputy Minister – Ministry of Tourism, Culture and Sport

Re: 2017 Premier's Awards for Excellence in the Arts

Reference: Referred to the Temiskaming Art Gallery and the Temiskaming Arts Council

d) Eric Boutilier, Spokesperson – Northern & Eastern Ontario Rail Network

Re: Request for Support – Reinstatement of Passenger Train Service

Reference: Received for Information

e) Municipal Policing Bureau – Financial Services Unit - OPP

Re: 2017 Court Security and Prisoner Transportation Grants – Temiskaming Shores grant allocation **\$134,093**

Reference: Referred to Treasurer and the Police Services Board

- f) Lois Phippen – Phippen Waste Management
Re: Intersection of Sunnyside Road and Clover Valley Road
Reference: Referred to the Public Works Committee

- g) Judy Dezell, Director - LAS
Re: LAS Natural Gas Program – 2014-15 Period Reserve Fund Rebate for Temiskaming Shores - **\$5,196.69**
Reference: Received for Information

- h) Alison Stanley, Information and Communications Officer - FONOM
Re: Electricity Rates in Ontario (previously supported)
Reference: Received for Information

- i) Honourable Michael Gravelle, Minister of Northern Development and Mines
Re: Acknowledgement Letter – Delegation at 2016 AMO Conference
Reference: Received for Information

Resolution No. 2016-549

Moved by: Councillor Jelly
Seconded by: Councillor McArthur

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

Carried

11. Committees of Council – Community and Regional

Resolution No. 2016-550

Moved by: Councillor Whalen

Seconded by: Councillor Jelly

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 September 14, 2016;
- b) Minutes of the Age Friendly Community Committee meeting held on September 22, 2016;
- c) Minutes of the Recreation Services Committee meeting held on September 12, 2016; and
- d) Minutes of the Physician Recruitment and Retention Committee meeting held on September 12, 2016.

Carried

12. Committees of Council – Internal Departments

Resolution No. 2016-551

Moved by: Councillor Jelly

Seconded by: Councillor McArthur

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

- a) Minutes of the Building Maintenance Committee meeting held on October 6, 2016.

Carried

13. Reports by Members of Council

Councillor Jelly reported on the following:

- Ontario Association Police Services Board: attended an OAPSB board of directors meeting in Toronto on October 18-19. Received a tour of headquarters in Orillia and an information session. Interesting to see the wide variety of their operations. Received a good understanding of OPP billing and which components that do not show up on municipal billing. Attended OAPSB Labour seminar and Hourable David Oraziette and provided a half hour talk and outlined that the Province hopes to have the Police Services Act opened in the spring for review. Section 10 OASPB directors out number the Section 31 directors and a close look at the alignment is needed.

Councillor Hewitt reported on the following:

- Age Friendly: Thank you to AFC steering committee for hosting the AF fair which was a huge success with over 100 participants and 20 exhibitors. Senior volunteers participated as a focus group in the review of the Age Friendly Guide. Special thanks to those that worked hard behind the scenes.

Mayor Kidd reported on the following:

- Water Bottle Filling Station: A presentation will be held tomorrow morning as OCWA will be providing funding for the installation of a filling station.
- PDAC Event: On Tuesday, November 8th MP Anthony Rota will be in town making a funding announcement in regards to the PDAC event.

14. Notice of Motions

None

15. New Business

- a) **Memo No. 015-2016-CGP – Aerial Imagery Acquisition – Participation Agreement with the Ministry of Natural Resources and Forestry**

Resolution No. 2016-552

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 015-2016-CGP; and

That Council directs staff to prepare the necessary by-law to enter into a participation agreement with the Ministry of Natural Resources and Forestry for the acquisition of aerial imagery at an estimated cost of \$1,114 for consideration at the November 1, 2016 Regular Council meeting.

Carried

b) Administrative Report No. CGP-023-2016 – Craft Beer Festival

Resolution No. 2016-553

Moved by: Councillor McArthur
Seconded by: Councillor Jelly

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CGP-023-2016; and

That Council agrees to support the Craft Beer Festival with labour, in kind equipment usage and marketing support as outlined in CGP-023-2016.

Carried

c) January to September 2016 Year-to-Date Operations Financial Report

Resolution No. 2016-554

Moved by: Councillor Jelly
Seconded by: Councillor McArthur

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of the January to September 2016 Year-to-Date Capital Report for information purposes.

Carried

d) October 2016 Capital Financial Report

Resolution No. 2016-555

Moved by: Councillor Whalen
Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of the October 2016 Capital Financial Report for information purposes.

Carried

e) Memo No. 026-2016-CS – Ontario Infrastructure and Lands Corporation (OILC) – Loan Application – Infrastructure Upgrades (Phase I) / North Cobalt Water Stabilization Project

Resolution No. 2016-556

Moved by: Councillor Jelly

Seconded by: Councillor McArthur

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 026-2016-CS;

That Council directs the Treasurer to proceed with the application(s) to OILC for capital works as approved in the 2016 Budget By-law No. 2016-055; and

That Council directs staff to prepare the necessary by-laws as per the OILC program being a funding agreement and debenture(s) as required upon the completion or substantial completion of the approved capital works.

Carried

f) Memo No. 027-2016-CS – Temporary Building Inspector/By-law Officer and Temporary By-law/Property Standards Officer

Resolution No. 2016-557

Moved by: Councillor Jelly

Seconded by: Councillor McArthur

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 027-2016-CS;

That Council directs staff to prepare the necessary by-laws to appoint Mr. David Barton as a Building Inspector and Mr. Tim Goodyear as a By-law/Property Standards Officer for consideration at the November 1, 2016 Regular Council meeting.

Carried

g) Memo No. 028-2016-CS – Transfer of Physician Recruitment and Retention Funds

Resolution No. 2016-558

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 028-2016-CS; and

That Council authorizes the Mayor and Clerk to execute any future Physician Services Agreements approved by the Physician Recruitment and Retention Committee.

Carried

h) Administrative Report No. CS-017-2016 – Lease Agreement with Dr. N. Currie – Haileybury Medical Centre

Resolution No. 2016-559

Moved by: Councillor Whalen
Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-017-2016; and

That Council directs staff to prepare the necessary by-law to enter into a three (3) year lease agreement with Doctor Nichole Currie for the rental of 542 square feet of office space at the Haileybury Medical Center effective January 1, 2017 until December 31, 2019 at a rate of \$13.17 per square foot plus applicable taxes and to apply a Consumer Price Index (CPI) increase annually for the term of the lease for consideration at the November 1, 2016 Regular Council meeting.

Carried

i) Administrative Report No. PPP-011-2016 – Amendment to By-law No. 2004-132 - Emergency Response Plan

Resolution No. 2016-560

Moved by: Councillor Whalen
Seconded by: Councillor McArthur

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-011-2016 and more specifically Appendix 01 – Revised Emergency Response Plan Draft; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2004-132 being an Emergency Response Plan for the City of Temiskaming Shores for consideration at the November 15, 2016 Regular Council meeting.

Carried

16. By-laws

Resolution No. 2016-561

Moved by: Councillor Jelly
Seconded by: Councillor McArthur

Be it resolved that:

By-law No. 2016-167 Being a by-law to authorize Temporary Road Closures for the *Festival of Lights, Village Noel* and the Santa Claus Parade

By-law No. 2016-168 Being a by-law to enter into an agreement with Her Majesty the Queen in Right of Ontario as represented by the Ministry of Natural Resources and Forestry for the acquisition of Aerial Imagery for the City of Temiskaming Shores

By-law No. 2016-169 Being a by-law to authorize the entering into a Lease Agreement with Dr. Nichole Currie for the rental of space at the Haileybury Medical Centre

By-law No. 2016-170 A by-law to authorize certain new Capital Works of The Corporation of the City of Temiskaming Shores (the “municipality”); to authorize the submission of an application to Ontario Infrastructure and Lands Corporation (“OILC”) for financing such Capital Works; to authorize temporary borrowing from OILC to meet expenditures in connection with such works; and to authorize long term borrowing for such works through the issue of debentures to OILC

By-law No. 2016-171 Being a by-law to appoint a Building Inspector for the City of Temiskaming Shores – David Barton

By-law No. 2016-172 Being a by-law to appoint a Property Standards Officer for the purpose of enforcing by-laws related to the Use and

Occupancy of Property within the City of Temiskaming
Shores – Tim Goodyear

By-law No. 2016-173 Being a by-law to appoint a Municipal Law Enforcement
Officer – Tim Goodyear

be hereby introduced and given first and second reading.

Carried

Resolution No. 2016-562

Moved by: Councillor Whalen
Seconded by: Councillor McArthur

Be it resolved that:

By-law No. 2016-167;

By-law No. 2016-168;

By-law No. 2016-169;

By-law No. 2016-170;

By-law No. 2016-171;

By-law No. 2016-172; and

By-law No. 2016-173;

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) Special – Tuesday, November 8, 2016 (6:00 p.m.) – Operating Budget
- b) Regular – Tuesday, November 15, 2016 (6:00 p.m.)
- c) Special – Tuesday, November 22, 2016 (6:00 p.m.) – Capital Budget
- d) Regular – Tuesday, December 6, 2016 at 6:00 p.m.

18. Question and Answer Period

Councillor McArthur inquired about an article in the local newspaper in regards to the District of Timiskaming Social Services Administrative Board (DTSSAB) needing to upgrade a number of facilities from an accessibility perspective prior to 2025 in order to be in compliance with legislation. Councillor McArthur outlined that based on the seminar attended in Parry Sound in 2012 it is his understanding that accessibility upgrades are only mandated in regards to new builds and/or major renovations. Councillor McArthur, based on recent modifications to the Building Code, interprets that DTSSAB is of the opinion accessibility upgrades are mandatory by 2025, but his interpretation is that they do not unless it is a new build and/or major renovations and would like clarification.

19. Closed Session**Resolution No. 2016-563**

Moved by: Councillor Whalen
Seconded by: Councillor Jelly

Be it resolved that Council agrees to convene in Closed Session at 7:30 p.m. to discuss the following matters:

- a) **Adoption of the October 18, 2016 – Closed Session Minutes**
- b) **Under Section 239 (2) (a) of the Municipal Act, 2001 – Security of the property of the Municipality – Hazard Identification Risk Assessment – Confidential Administrative Report No. PPP-013-2016**
- c) **Under Section 239 (2) (a) of the Municipal Act, 2001 – Security of the property of the Municipality – Critical Infrastructure Identification – Confidential Administrative Report No. PPP-012-2016**

Carried

Resolution No. 2016-564

Moved by: Councillor Hewitt
Seconded by: Councillor Jelly

Be it resolved that Council agrees to rise with report from Closed Session at 7:37 p.m.

Carried

Matters from Closed Session

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

Resolution No. 2016-565

Moved by: Councillor McArthur

Seconded by: Councillor Whalen

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

Carried

b) Under Section 239 (2) (a) of the Municipal Act, 2001 – Security of the property of the Municipality – Hazard Identification Risk Assessment – Confidential Administrative Report No. PPP-013-2016

Resolution No. 2016-566

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Confidential Administrative Report No. PPP-013-2016.

Carried

c) Under Section 239 (2) (a) of the Municipal Act, 2001 – Security of the property of the Municipality – Critical Infrastructure Identification – Confidential Administrative Report No. PPP-012-2016

Resolution No. 2016-567

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Confidential Administrative Report No. PPP-012-2016.

Carried

20. Confirming By-law

Resolution No. 2016-568

Moved by: Councillor McArthur
Seconded by: Councillor Jelly

Be it resolved that By-law No. 2016-174 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 **November 1, 2016** be hereby introduced and given first and second reading.

Carried

Resolution No. 2016-569

Moved by: Councillor Whalen
Seconded by: Councillor Hewitt

Be it resolved that By-law No. 2016-174 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

Carried

21. Adjournment

Resolution No. 2016-570

Moved by: Councillor Jelly
Seconded by: Councillor McArthur

Be it resolved that City Council adjourns at 7:40 p.m.

Carried

Mayor – Carman Kidd

Clerk – David B. Treen



The Corporation of the City of Temiskaming Shores

Special Meeting of Council

Tuesday, November 08, 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 Kidd at 6:00 p.m.

2. Roll Call

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

Present: Christopher W. Oslund, City Manager
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
Steve Burnett, Environmental and Technical Compliance Coordinator
Laura-Lee MacLeod, Treasurer
Rebecca Hunt, Library CAO

Regrets:

Media: Diane Johnston, Temiskaming Speaker

Members of the Public: 11

3. Approval of Agenda

Resolution No. 2016-571

Moved by: Councillor Hewitt
 Seconded by: Councillor Laferriere

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

Carried

4. Declaration of Special Council Meeting

Resolution No. 2016-572

Moved by: Councillor McArthur
 Seconded by: Councillor Jelly

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.

Carried

5. Disclosure of Pecuniary Interest and General Nature

None

6. New Business

a) 2017 Municipal Operational Budget – Draft No. 1

Treasurer, Laura-Lee MacLeod provided an introduction to Draft No. 1 of the 2017 Municipal Operational Budget and the outline for the presentation by City Manager, Chris Oslund.

City Manager, Chris Oslund utilizing a projector and an excel file reviewed the draft 2017 Municipal Operational Budget with Council comparing the 2016 Budget and the 2017 Budget (Draft 1) along with the associated variances.

General Operations

	2016 Budget	2017 Budget	Variance
Net General Operations:	\$15,516,862	\$15,424,765	\$91,907

Total Taxation & OMPF Revenues:	(\$16,239,891)	(\$16,175,556)	(\$91,907)
Transfer to Capital:	(\$723,219)	(\$750,791)	(\$27,572)

Council

	2016 Budget	2017 Budget	Variance
Total Expenditures:	\$143,196	\$140,270	\$2,926

Council deliberated on a number of requests as presented.

Temiskaming Hospital's – Close to Home CampaignResolution No. 2016-573

Moved by: Councillor Laferriere

Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores hereby designates the proceeds from the sale of the New Liskeard Medical Centre to the Care Close to Home Campaign as the City's contribution.

Carried

Northeast Community Network MembershipResolution No. 2016-574

Moved by: Councillor Whalen

Seconded by: Councillor McArthur

Be it resolved that Council for the City of Temiskaming Shores hereby declines membership into the Northeast Community Network (NECN).

Carried

Northeastern Ontario Municipal Association membershipResolution No. 2016-575

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that Council for the City of Temiskaming Shores hereby declines membership into the Northeastern Ontario Municipal Association (NEOMA).

Carried

City Manager (Policing/Social Services)

	2016 Budget	2017 Budget	Variance
Total Expenditures:	\$5,414,643	\$5,224,704	\$189,939

Fire & Emergency Management

	2016 Budget	2017 Budget	Variance
Total Expenditures:	\$559,555	\$581,479	(\$21,924)

Council deliberated on Open Air Burning Permits.

Open Air Burning PermitsResolution No. 2016-576

Moved by: Councillor Jelly
Seconded by: Councillor McArthur

Be it resolved that Council for the City of Temiskaming Shores hereby maintains the current process of providing a reduced price for Open Air Burning Permits as part of the annual Life Styles event.

Carried

Economic Development

	2016 Budget	2017 Budget	Variance
Total Expenditures:	\$325,898	\$307,590	\$18,308

Corporate Services (Clerk/Cemeteries/Finances)

	2016 Budget	2017 Budget	Variance
Total Expenditures:	\$1,865,139	\$1,837,901	\$27,238
Taxation:	(\$12,586,591)	(\$12,595,322)	\$8,731

Community Growth and Planning

	2016 Budget	2017 Budget	Variance
Total Expenditures:	\$396,633	\$318,110	\$78,523

Recreation (Parks/Programs/Facilities/Healthy Kids/Age Friendly)

	2016 Budget	2017 Budget	Variance
Total Expenditures:	\$1,325,535	\$1,451,411	(\$125,876)

Public Works (Roads/Solid Waste/Prop Maint./Buildings/Fleet)

	2016 Budget	2017 Budget	Variance
Total Expenditures:	\$4,977,266	\$4,953,671	\$23,595

Transit

	2016 Budget	2017 Budget	Variance
Total Expenditures:	\$151,870	\$238,750	(\$86,880)

Temiskaming Shores Public Library

	2016 Budget	2017 Budget	Variance
Total Expenditures:	\$356,937	\$370,878	(\$13,941)

Environmental

	2016 Budget	2017 Budget	Variance
Total Expenditures:	(\$522,258)	(\$420,929)	(\$101,329)

Subsequent to the individual department discussions, City Manager reviewed the proposed 2017 Operating Projects for all departments summarized as follows:

General

	Project Cost	Funding	Net Cost
Community Growth & Planning:	\$605,000	\$553,000	\$52,000
Recreation:	\$100,000	\$0	\$100,000
Recreation – Other:	\$121,347	\$98,425	\$22,922
Property Maintenance:	\$70,000	\$0	\$70,000
Totals:	\$896,347	\$651,425	\$244,922
Environmental	\$400,000	\$0	\$400,000

Mayor Kidd thanked staff for their hard work in preparing the budget.

City Manager also thanked staff for their efforts and outlined that the operating budget would be modified based on discussion and Draft No. 2 would be provided, along with the 2017 Capital Projects at the November 22, 2016 Special meeting of Council.

7. Adjournment

Resolution No. 2016-577

Moved by: Councillor Jelly
Seconded by: Councillor Foley

Be it resolved that City Council adjourns at 8:35 p.m.

Mayor – Carman Kidd

Clerk – David B. Treen



Défi du Grand feu de
HAILEYBURY'S
Great Fire Challenge

1922·10·04

Project Summary and Plan for 2017

Objectives of the Great Fire Challenge

- Raise awareness for the Great Fire of 1922
- Promote Lake Temiskaming
- Raise funds for the reprinting of the Great Fire 1922 book



Partners for the event

- Haileybury Heritage Museum
- City of Temiskaming Shores
- Temiskaming High School
- Local businesses:
 - Presidents' Suites
 - Smallman Pharmacy
 - Kingsway Restaurant



Marketing Strategy

- Contest for logo
- Posters
- Video
- Facebook visibility
- Media Relation

Name of post	People reached	Engagement
Logo contest +50\$	8,700	738
French video	5,800	820
English video+ 50\$	19,200	3,084
Poster of the event	2,500	275
Video of images of fire	2800	504
Article of Radio Canada	969	63
A few moments for the event	3500	519
TV Témis- 12 minute video	(not our posting)	2,313
TOTAL RESULTS	43,993 people reached	8,331 engagement

Results

- 31 people went in the water
- 100 people watched
- Hundreds of people talked about the event with their family and colleagues
- Good media relation results
- Feeling of community within the participants
- 1,300\$ raised for the reprinting of the Great Fire book



2017 Edition- 150th anniversary of Canada

- Partnership with L'Écho d'un Peuple
 - Work in partnership to develop the Great Fire Scene- April 2017
 - Reproduce the scene in the water on October 4th
 - Light show on the blankets of people in the water for spectators.
- Develop a French and English video to promote the event



Budget for 2017 edition

Expenses		Revenues	
Artistic director and development of scene	\$6,000	150 th program	\$14,100
Costumes and accessories	\$2,000	City of Temiskaming Shores (less than 10%)	2,600
Sound system & light	\$3,000	Haileybury Museum	500
Marketing (local media, Facebook, public relations and video in English & French)	\$6,250	Corporate sponsors and community partners	3,695\$
Logistic (fire pit, beverages, tables, tents, first aide, lifeguards, administration)	\$3,645		
Total budget for expenses	\$20,895	Total budget for revenues	\$20,895

Contribution of the City for 2017 edition

- Provide the use of the beach and change rooms facilities.
- Provide lifeguards in proportion to the amount of people participating.
- Collaboration for fire pits
- Contribute 2,600\$ towards the marketing of the projet and it's delivery.
- Participate in the event





Défi du Grand feu de
HAILEYBURY'S
Great Fire Challenge
— 1922·10·04 —

Thank you / Merci

Conseil des arts
Temiskaming
Arts Council

Presentation

November 15, 2016

Mayor and Council,

Thank you for the support you have provided over the years that has led to our being able to present to you our arts, culture and heritage council: Conseil des arts Temiskaming Arts Council (CATAC).

We Are

CATAC is the result of many years of dedication and hard work. The cultural mapping project of 2011 helped to identify some of the invaluable cultural resources of Temiskaming Shores, and in 2013 the City adopted a Municipal Cultural Plan (MCP). The overarching purpose of the MCP was 'to support the City's economic development potential by increasing its appeal as a place to do business and as a place that offers job opportunities and a superior quality of life'. Recognizing that the City is a leader in the region, a regional cultural project followed, the result of which was the South Temiskaming Regional Cultural Sustainability Plan (STRCSP).

The common and prevailing theme arising from both the MCP and the STRCSP was the need for increased communication and collaboration amongst our cultural groups. In the MCP it was suggested that this be addressed in part by the City hiring a full-time cultural planner to coordinate our regional groups. The temporary position of Cultural Coordinator was created during the regional cultural project; the work of this new City staff member filled a recognized need and was very much appreciated by the community. The resulting plan of the project proposed that this position with the City continue, or, perhaps a more viable alternative, that this coordinator be hired through a newly formed regional arts council.

The Conseil des arts Temiskaming Arts Council, comprised of a volunteer Board of Directors with plans to hire administrative staff, is poised to provide just such a solution. Although the regional cultural project ended in March, a number of us have continued to meet, at first as an ad-hoc group, and more recently as the formal CATAC Board of Directors. CATAC is the realization of a key action item in the STRCSP, one that had its roots in the City's Municipal Cultural Plan, and one that has the potential to be the means by which the City can continue the wonderful work we have been doing over the past six years. CATAC will support the City by working toward the implementation of actions identified in both the City's own MCP as well as the region's cultural sustainability plan, actions which have been identified by many of our community members as vital to our superior quality of life here in Temiskaming.

Our MISSION

Through partnerships and innovations, the Conseil des arts Temiskaming Arts Council will enhance and promote arts and culture in Temiskaming.

Par des partenariats et des innovations, le Conseil des arts Temiskaming Arts Council améliorera et promouvra les arts et la culture au Temiskaming.



Founding Members

CATAC currently has a volunteer Board of Directors of 12 dedicated individuals, and has filed for incorporation as a not-for-profit organisation.

Our founding member organisations from across our region are representative of the diversity of the arts, culture and heritage resources in our communities. Each has committed to supporting the start-up of CATAC through a financial contribution of \$500 a year for the next two years.

Our Founding Organisation Members are:

- Temiskaming Art Gallery
- Temiskaming Native Women's Support Group
- Elk Lake Eco Centre
- Pied Piper Kidshows
- le Centre culturel ARTEM
- Haileybury Heritage Museum
- Cobalt Mining Museum
- Temagami Artistic Collective



Action Plan

CATAC will continue work that was being carried out by City's Cultural Coordinator.



In our 1st Year CATAAC will:

1.

reestablish the well-received weekly cultural email newsletters that Courtney was producing,

2.

establish an easily accessible calendar of events to help coordinate local organisations, and

3.

continue to offer professional development workshops for organisations and individuals.

CATAAC will also work towards implementing a number of other key actions identified in the City's Cultural Plan and the region's Cultural Sustainability Plan, such as:

1.

strengthening communication and collaboration among cultural organisations across the South Temiskaming region

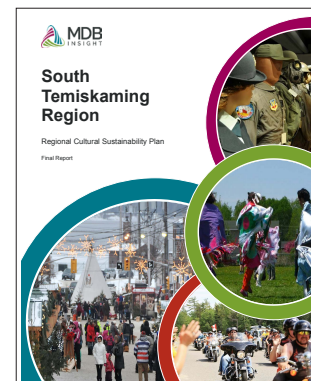
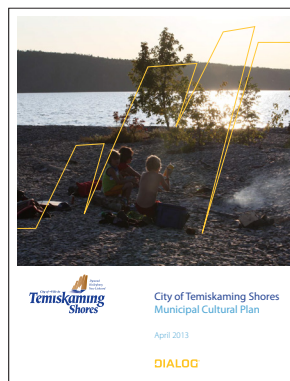
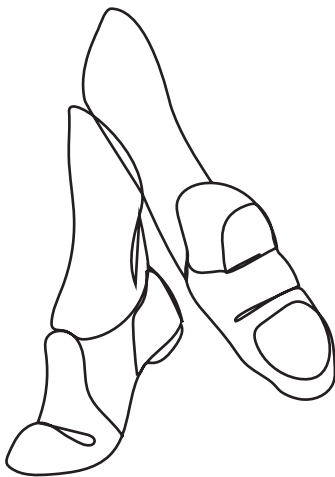
[Cultural Sustainability Plan Action #2]

2.

sustaining cultural resources by maximizing the region's existing resources *[Cultural Sustainability Plan Strategic Action #3]*, and

3.

more generally, increasing the overall cultural profile of Temiskaming Shores *[City's Cultural Plan Strategic Direction #2]*



Achieving Our Goals

CATAC will achieve these goals with the support (*financial and otherwise*) of our founding members, our dedicated volunteers, one part-time staff, and with the support of the City of Temiskaming Shores and other regional municipalities.

We are asking that the City of Temiskaming Shores provide CATAC with the remainder of the funds budgeted for the regional sustainability project so that we might build on the work the City has done over the past years developing the City's Cultural Plan and the region's Cultural Sustainability Plan.

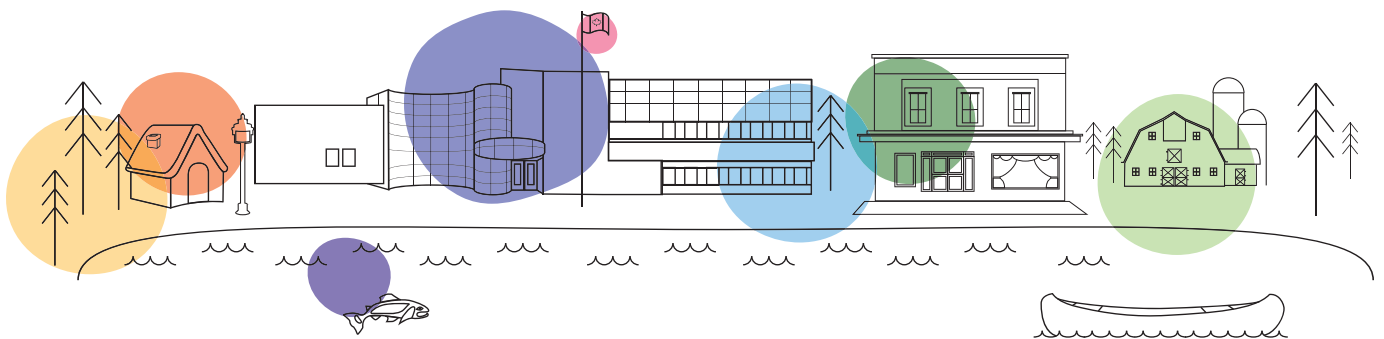
Using this seed funding and \$4000 (*confirmed*) from our founding members we will pay for our start-up costs, offer a number of training workshops in the fall of 2017, and hire a part-time staff (*10 hours a week at \$18/hour*) to carry out these tasks.

CATAC will work toward financial sustainability (*see [Appendix A, attached](#)*). In Years 1 and 2 CATAC will increase our revenues by building our membership base, applying for project funding from the Ontario Arts Council and The Temiskaming Foundation, and continuing to form partnerships with regional municipalities.

In 2018 we will apply to the Ontario Arts Council's Community Arts Councils Program for funding for a full-time staff.



Conseil des arts
Temiskaming
Arts Council



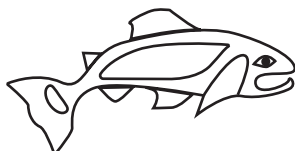
We hope that you, as representatives of our community, will continue to support arts, culture and heritage in Temiskaming Shores by supporting our arts council. We ask that you consider our specific request to use the remaining funds from the regional project to help CATAC get off our feet. CATAC will provide to the City a method of implementing the actions necessary to effectively support arts, culture and heritage in our region so that we may continue to thrive as place with a superior quality of life, and so that Temiskaming Shores continues to grow toward being the vibrant cultural hub that it certainly has the potential to be.

Thank you for your continuing support,
Felicity for the Conseil des arts Temiskaming Arts Council

APPENDIX A

5 Year Budget

	Year 1	Year 2	Year 3	Year 4	Year 5
Expected Revenue					
Membership					
regional founding members	\$ 4,000	\$ 4,000	\$ -	\$ -	\$ -
membership	-	-	6,000	8,000	8,000
Regional Municipalities					
City of Temiskaming Shores	9,500	9,500	5,000	5,000	5,000
other municipalities	2,000	2,000	2,000	2,000	2,000
Other Community Partners					
donations and sponsorships	-	500	1,000	1,000	1,000
Earned Revenue					
fundraising	500	500	1,000	1,000	1,000
Provincial and Federal Funding					
OAC Northern Arts/other	-	1,500	4,000	8,000	8,000
OAC Community Arts Council	-	-	30,000	30,000	30,000
Other Provincial, Federal, Community Funders					
	1,000	1,000	2,000	2,000	2,000
	\$ 17,000	\$ 19,000	\$ 51,000	\$ 57,000	\$ 57,000
Expected Expenses					
Part-time staff (10 hrs/wk @18/hr for 43 weeks)	\$ 7,750	\$ 7,750	\$ -	\$ -	\$ -
Full-time staff (5dys/wk @ 7hrs/dy @20 for 46 wks)	\$ -	\$ -	\$ 32,000	\$ 32,000	\$ 32,000
projects	5,500	8,000	9,000	14,000	14,000
start-up expenses (incorporation, etc.)	\$ 750	\$ 250	\$ -	\$ -	\$ -
promotion/marketing expenses	\$ 2,000	\$ 2,000	\$ 2,500	\$ 2,500	\$ 2,500
office expenses	\$ 1,000	\$ 1,000	\$ 7,500	\$ 7,500	\$ 7,500
	\$ 17,000	\$ 19,000	\$ 51,000	\$ 56,000	\$ 56,000
surplus/(deficit)	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000
accumulated surplus/(deficit)	\$ -	\$ -	\$ -	\$ 1,000	\$ 2,000



APPENDIX B

Temiskaming Shores Municipal Cultural Plan

5 Strategic Directions

- 1 Recognize the value of culture in supporting a high quality of life
 - A Increase access to culture
 - B Support cultural initiatives that leverage active, outdoor living
 - C Support cultural initiatives that leverage Lake Temiskaming as an important cultural asset
 - D Strengthen the heritage downtowns of New Liskeard and Haileybury as cultural destinations
- 2 Increase the cultural profile of Temiskaming Shores
 - A Promote cultural assets and events, both locally and regionally
 - B Increase efforts at regional collaboration
 - C Promote the history of Temiskaming Shores and its people
 - D Establish a permanent governance model for culture in Temiskaming Shores
- 3 Leverage culture to promote economic development
 - A Connect and promote food industries through cultural initiatives
 - B Engage youth in cultural initiatives
 - C Promote/support cultural entrepreneurialism
 - D Improve technological infrastructure
- 4 Embrace cultural and linguistic diversity
 - A Increase access to the French language
 - B Foster stronger relationships with First Nations communities
 - C Increase support for new immigrants
- 5 Support collaboration within the cultural sector
 - A Create a strategy to recruit, manage, and recognize volunteers
 - B Facilitate the sharing of resources within the cultural sector
 - C Promote collaboration between private, public, and not-for-profit sectors on cultural initiatives

Priority Actions

- 1 Establish a Cultural Roundtable as a permanent committee of Council to support implementation of MCP
- 2 Create a bilingual 'Cultural Planner' position to coordinate cultural events and programming
- 3 Collaborate with cultural organisations to identify and promote a bilingual cultural portal
- 4 Provide more opportunities for bilingual public engagement
- 5 Coordinate with local cultural organisations and entrepreneurs to establish a shared resource centre

South Temiskaming Regional Cultural Sustainability Plan

6 Strategic Directions and 12 Action Items

- 1 Sustain Cultural Resources by Communicating its Economic Impact
 - 1 Illustrate the Value Proposition of Cultural Resources
 - 2 Strengthen Communication and Collaboration Among Cultural Organizations Across The South Temiskaming Region
- 2 Sustain Cultural Resources through Regional Leadership
 - 3 Establish a Regional Arts, Culture and Heritage Council
- 3 Sustain Cultural Resources by Maximizing the Region's Resources
 - 4 Develop an Online Cultural Portal
 - 5 Establish a Shared Resource Centre
 - 6 Establish a Shared Resource Network
 - 7 Create a Permanent Cultural Coordinator Position for the South Temiskaming Region
- 4 Sustain Cultural Resources Through Government Support
 - 8 Identify Current Financial Support From the South Temiskaming Region
 - 9 Identify Current In-Kind Support From the South Temiskaming Region
- 5 Sustain Cultural Resources by Embracing Cultural and Linguistic
 - 10 Increase Francophone and Indigenous Cultural Competency
- 6 Sustain Cultural Resources by Increasing Awareness of Volunteer Opportunities
 - 11 Increase Awareness of Volunteer Opportunities
 - 12 Recruit Youth Volunteers

The Corporation of the City of Temiskaming Shores
325 Farr Drive
Haileybury, Ontario
P0J1K0

Attention: His Worship Mayor Carmen Kidd and Council

Mr. Mayor Kidd and Council Members:

Re: Haileybury Public School – Expression of Interest

We are here today to formally express our deep concerns with respect to the Expression of Interest put forth on behalf of the Zone K-1 and area Veterans Home Corporation and, more particularly, the City's ardent support and the use of its status as a **preferred group** to assist the proposed project.

Since its closure, we have had discussions with various City officials to express our strong interest in purchasing the Haileybury Public School and the accompanying real property in order to construct a senior's apartment complex. During our various discussions with the City and a representative of the District School Board Ontario North East, We were assured that we would have an opportunity to submit an offer to purchase these lands and that the School lands would be offered for sale at fair market value and/or via public auction process provided the municipality doesn't exercise their option to buy it. We were very surprised to see that the City is now actively working with the Zone K-1 and area Veterans Home Corporation to acquire the lands on their behalf.

This process is providing the zone K-1 and area Veterans Home Corporation with a significant and unfair advantage over other potential purchasers and interested parties. It is important to point out that the Corporation's proposal **does not meet DTSSAB's** definition of low income housing and targets the same middle-income seniors market that our project does. In fact, market rents of between **\$650 to \$850** for a one bedroom and **\$1,250** for a two bedroom is above the rental amounts for low-income and geared to income rents anywhere in our region. In addition, the Corporation is looking to DTSSAB to guarantee any shortfall on mortgage payments. Based upon the figures provided by the spokes persons for the Zone K-1 and Area Veterans Home Corporation to council on behalf of the Corporation, it is clear that the proposed financing would result in a significant **shortfall** of well over **\$100,000.00 per year** which would be **shouldered by the taxpayers through DTSSAB.**

CGV is to lend \$8,000,000 for this project as a mortgage. As for these numbers it must be an upgrade from a V W to a cadillac. Our project in New Liskeard is \$5,000,000 for the same amount of units.

Our proposed project will be fully privately funded and will not result in any financial obligations or burdens to our taxpayers. **That is an important consideration.** We confirm that we have expressed our interest in the acquisition of the School and surrounding lands and further advised the City of our intention to convert the School into a senior's housing apartment complex much like we are currently doing at the former Sacred Heart School in New Liskeard. This project would see the creation of 80 units which will be targeted to seniors and will contain 40 one bedroom units and 40 two bedroom units with the rents in the same

range as those proposed by the Zone K-1 and Area Veterans Home Corporation.

We came here less than 7 years ago and we have made substantial investments. We have created 43 jobs to date and possibly another 10-12 by the end of 2017. This is an important factor for council to keep in mind.

Mr. Mayor – council please seriously consider the facts that I have just presented to you today.

Under our proposal, the District School Board Ontario North East would receive fair market value for the property and we intend to use local trades and a local contractor to complete the project. Although the spokesperson put forth to Council that CGV Developments' "standard practice" was to use local trades as much as possible, the spokesperson advanced no evidence to support this claim and CGV is under no obligation whatsoever to hire a single local trades person or worker. The Company is not located in our area and does not support our local economy in any way.

We are residents, employers and taxpayers of the City and we have a strong record of using local trades and local contracting companies to complete large projects in our community. We believe strongly in supporting our fellow taxpayers and business owners and the residents of our great community. Our proposal will also create much needed seniors housing in the same middle-income market range that the spokes persons have assured the City and DTSSAB that the Corporation's project would address. As a result, it is clear that our proposed project would greatly benefit our community and the taxpayers of our City.

We expressly wish for this letter to form part of the official City file regarding this matter.

We are also providing a copy of this correspondence to the District School Board Ontario North East and we ask that it be circulated to all Board Members and be included and considered as part of the School Board's due diligence with respect to the sale of the Haileybury Public School.

Thank you for listening and we hope that you give our project the attention that it deserves.

Thank you

Mike Da Silva

Ministry of
Transportation

Ministère des
Transports



Transportation Policy Branch
777 Bay Street, 30th Floor
Toronto, Ontario
M7A 2J8
Tel: 416 585-7177
Fax: 416 585-7204

Direction des politiques du transport
777, rue Bay, 30^e étage
Toronto (Ontario)
M7A 2J8
Tél. : 416 585-7177
Télééc. : 416 585-7204

October 31, 2016

Dear valued partners,

Ontario's Climate Change Action Plan (CCAP), released on June 8, 2016, committed to creating a cleaner transportation sector in Ontario, in part by promoting cycling.

The Ministry of Transportation is ready to do its part to support the CCAP by implementing a number of initiatives that support reductions to transportation emissions. These initiatives will be funded by proceeds from the province's cap and trade program.

Through a discussion paper posted to the Environmental Registry, we are seeking your input on a proposed plan to implement actions identified in the CCAP to improve commuter cycling networks.

We encourage you to review the discussion paper, accessible through the Environmental Registry (EBR Registry Number: 012-8772) or the Ministry's Cycling Strategy web page and provide your comments by November 30, 2016. We look forward to hearing from you.

Sincerely,

A handwritten signature in blue ink that reads "Jill Hughes".

Jill Hughes
Director

c. Sandi Jokic, Manager, Sustainable & Innovative Transportation Office,
Transportation Policy Branch

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Ministry of Citizenship and Immigration

Ministère des Affaires civiques et de l'Immigration

Minister
6th Floor
400 University Avenue
Toronto ON M7A 2R9
Tel.: (416) 325-6200
Fax: (416) 325-6195

Ministre
6^e étage
400, avenue University
Toronto ON M7A 2R9
Tél.: (416) 325-6200
Télééc.: (416) 325-6195



October 2016

Dear Friends,

It is my pleasure to send you this call for nominations for the June Callwood Outstanding Achievement Award for Voluntarism in Ontario.

Volunteers play a significant role in leading and supporting service delivery in their communities. They lay the foundation for a strong and dynamic province. This award recognizes exceptional leadership, innovation and creativity in voluntarism and community service. Recipients of this award can include individual volunteers, volunteer groups, businesses and other organizations which have made outstanding contributions to their communities and the province.

New this year, is the Excellence in Volunteer Management category. Recipients of this award category can include individuals or groups of volunteer managers from not-for-profit and charitable organizations.

Here is what you need to know in order to submit a nomination for this award program:

- a) Visit ontario.ca/honoursandawards.
- b) Click on the **June Callwood Outstanding Achievement Award** icon.
- c) Download the appropriate PDF form.
- d) Read the eligibility criteria and instructions carefully.
- e) Fill out the form, then submit it no later than December 5, 2016. Instructions for submitting your package can be found on the website.

If you have any questions please call 416-314-7526, toll free 1-877-832-8622 or TTY 416-327-2391.

I hope you will take this opportunity to ensure that outstanding volunteers and volunteer managers across the province receive the recognition they deserve.

Thank you for your attention to this important recognition program.

Sincerely,

Laura Albanese
Minister

Nov 15/16

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6140
Fax: 705 330-4191

Tél. : 705 329-6140
Télééc.: 705 330-4191

File Reference:

614-00

November 02, 2015

Dear Mayor/Municipal Clerk,

I take this opportunity to follow-up on the September 8, 2016 letter sent to all OPP-policed municipalities regarding the reconciliation of the municipal policing costs related to the collective agreement negotiations between the Ontario Provincial Police Association (OPPA) and the Province of Ontario (Employer). As you may be aware, both parties proceeded to mediation and ultimately to arbitration; the Arbitrator issued a decision on October 3, 2016, in accordance with the *Ontario Provincial Police Collective Bargaining Act*. The Arbitrator's award is final and binding to both the OPPA and the Employer. The new Civilian and Uniform Collective Agreements will expire on December 31, 2018.

The Arbitrator awarded a salary increase to all classifications in the OPPA Uniform and Civilian Collective Agreements, as follows:

- January 1, 2015 – 2.00 percent
- December 1, 2015 – 0.65 percent
- January 1, 2016 – 1.50 percent
- July 1, 2016 – 0.45 percent
- January 1, 2017 – 1.50 percent
- July 1, 2017 – 0.40 percent
- January 1, 2018 – 1.75 percent

As previously communicated, the OPP has been incorporating estimated salary rates in the municipal policing Annual Billing Statements for 2015 through 2017 as 1.5 percent, 2.64 percent and 2.54 percent, respectively.

As a result, the OPP estimated salary rate increases in your billing statements align very closely to the arbitration award rates and will have a minimal impact on your municipal policing costs. For 2015-2017, the annual compound salary rate percentage in our estimates only differed by 0.37 percent.

	Arbitration Award	Annual Billing Statement Estimates	Variance
Jan-15	2.00%	1.5%	
Dec-15	0.65%		
2015 Compound Impact*	2.06%	1.5%	0.56%
Jan-16	1.5%	2.64%	
Jul-16	0.45%		
2016 Compound Impact*	4.44%	4.18%	0.26%
Jan-17	1.5%	2.54%	
Jul-17	0.40%		
2017 Compound Impact*	6.46%	6.83%	-0.37%

*The yearly rate and the intra-year compound rates of previous periods prorated according to the specified periods.

The OPP will include both the 2015 and 2016 reconciliation adjustments in the 2018 Annual Billing Statement, providing municipalities with the opportunity to include these adjustments in their 2018 budget planning. The reconciliation adjustments for 2017 will be included in the 2019 Annual Billing Statements.

The cost of OPP services compares very favourably to those of other municipal police services in the province and will continue to do so in 2016 and beyond. I would like to thank municipal partners for their commitment and collaboration in reaching our common goal to maintain public safety in Ontario.

Yours truly,



M.M. (Marc) Bedard
 Superintendent
 Commander,
 Municipal Policing Bureau

November 3, 2016.



City of Temiskaming Shores
325 Farr Drive,
Haileybury ON P0J 1K0

Dear Councillor Foley,

Re: Temiskaming Craft Beer Festival

Although the nature and complexity of the decisions with which you are tasked is appreciated, the submission of the following information is intended to provide an alternative perspective on the proposed Temiskaming Craft Beer Festival. In making a final decision regarding the use of taxpayer money, resources and property to support this event, as a concerned citizen and taxpayer, it is asked that you consider the following:

First, alcohol is not a food commodity. It is in fact a psychoactive drug – meaning it has the ability to alter perceptions, mood, consciousness and behaviour. Alcohol consumption has been associated with over 200 chronic diseases such as various cancers, heart disease, chronic pancreatitis, hypertension, liver damage, fetal alcohol spectrum disorder, mental illnesses, etc.¹ Alcohol has been classified as a Group 1 carcinogen by the World Health Organization since 1988.² Although heavier consumption patterns have been shown to cause cancers of the liver, colon, rectum, and larynx,³⁻⁵ consuming alcohol even in the smallest amounts (well within Canada’s Low-Risk Alcohol Drinking Guidelines) increases one’s risk for cancers of the mouth, pharynx, oesophagus, and female breast.⁶ In the district of Timiskaming, cancer is the leading cause of death and our cancer rates are significantly higher than both NE Ontario as well as Ontario.⁸ As outlined by the Canadian Cancer Society, when it comes to cancer risk, there is no safe level of alcohol consumption.⁹

In addition to being a risk factor for chronic disease,¹ alcohol use is associated with serious injuries and premature death due to motor vehicle collisions,^{10,11} alcohol poisoning,¹¹ falls,^{12,13} drowning,¹⁴ homicides,^{11,15} suicides,¹⁶ and fires.^{17,18} In Timiskaming, approximately 696 hospitalizations per year are caused directly or indirectly by alcohol.¹⁹ These include 225 hospitalizations for both unintentional and intentional injuries incurred while under the influence of alcohol.²⁰ Heavy alcohol use has contributed to a number of social problems including violent crime,^{21,22} unintended pregnancies,²³ the spread of sexually transmitted infections,^{23,24} sexual assault,²⁵ child neglect/abuse,^{26,27} intimate partner abuse,^{28,29} unemployment,^{30,31} failed relationships,³² and homelessness.³³

Producers, distributors, and retailers collectively make up the alcohol industry. Much like the tobacco industry, alcohol marketing has become a public health concern as the alcohol industry continues to find new and innovative ways to market their products.³⁵ Part of its marketing strategy includes a dynamic interface where consumers actually interact with representatives from the alcohol industry while sampling various products. Often these marketing tactics are masqueraded as festivals or paired with food events, but nevertheless, they are marketing tools used to increase consumption and

sales of alcohol products. For every dollar that the alcohol industry spends on marketing, there is a three percent increase in the number of alcoholic drinks consumed.³⁶

Some economic costs associated with alcohol harms are absorbed by the province (e.g., health care and court costs), other costs such as those associated with policing, social services and public health are at least partially, the responsibility of the municipality and reflected in local property taxes. Increased alcohol consumption at the population level has been directly linked to an increase in alcohol related harms and associated costs.³⁷⁻⁴²

The craft beer industry attempts to set itself apart from the mainstream alcohol industry by discussing the sophistication of hand crafted beer. Consuming a psychoactive drug as a hobby and discussing international bitterness units along with flavour profiles does not exempt one from the disease of addiction nor the other 200 chronic diseases that are associated with alcohol consumption. In fact, it would appear that attendance at craft beer festivals would be the ideal hobby for the alcoholic.

The proposed craft beer festival is peculiar as these events are more common in areas where craft beer breweries exist. The goal of local economic development is to bring money into the local economy and keep as much of it as possible in the local economy. A local brewery accomplishes this and hence why beer festivals are popular in cities that house craft beer breweries. No such brewery exists in the district of Timiskaming – so who in Temiskaming Shores would benefit from an increase in demand for craft beer? Who retails craft beer in Timiskaming Shores? How many tourists will this event draw? Will it mostly be locals attending? How many local dollars will leave our economy with the vendors, brewers and distillers following the event? A massive outpouring of local dollars is not conducive to local economic development.

Craft beer festival organizers proclaim to promote responsible drinking but much like the rest of the alcohol industry, fail to define responsible drinking. A standard drink in Canada contains approximately 13.6 grams of “pure” alcohol.³⁴ According to Canada’s Low Risk Alcohol Drinking Guidelines (LRADG) adult males should not consume more than three standard drinks per day and adult females no more than two.³⁵ While these limits are sufficient for preventing injuries and social harm, they are not sufficient to prevent chronic diseases such as cancer. The Canadian Cancer Society recommends less than two drinks per day for males and less than one drink per day for females.⁹ What guideline will organizers of the Temiskaming Craft Beer Festival use to define responsible drinking?

Many craft beers have much higher alcohol content (8-10%) than the mainstream beers (5%).³⁶ Furthermore, at many craft beer festivals, the four ounce mark on cups are often perceived as a mere guideline and over-pouring is common and in fact, expected. The variability of alcohol content found amongst the various craft beers and over-pouring makes it difficult for consumers to monitor the number of standard drinks actually being consumed. This makes responsible drinking that much more difficult to monitor.

Exposure to alcohol marketing influences alcohol related norms, especially among adolescents and young adults.³⁴ In fact, the alcohol industry strives to recruit new drinkers and often relies on underage drinking to further its profits.⁴⁵ There is grave concern by many in the community that this

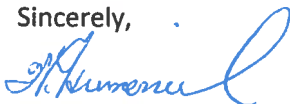
event is being touted as a family oriented festival complete with inflatable houses and face painting. Regardless of how this event is being presented to council, this is an alcohol marketing event designed to increase sales of various alcoholic beverages – not just on the day of the event, but year round. Any event that is created solely for the purpose of consuming alcohol should not involve children and youth as there is a need to de-normalize unhealthy behaviours for the next generation – not normalize them. Council is referred to Temiskaming Shores By-law 2014-168 sections 6.0 and 9.10 with regard to minimum age requirements at functions held on municipal property where alcohol is being served. These Municipal Alcohol Policies (MAPS) are not unique to Temiskaming Shores but rather are common to municipalities across Ontario. The City of Temiskaming Shores is encouraged to enforce these policies as they stand and not amend them for the purpose of the proposed festival. They were created not only as a means of protecting the City from liability issues, but to protect the people of Temiskaming Shores from the harms associated with alcohol.

There is a need for economic development within the City of Temiskaming Shores. There is also a need to identify and address holes where our local dollars are seeping out. We need to plug these holes – not create more. Hosting a craft beer festival in an area that does not brew craft beer is just one more activity where local dollars would be exiting the local economy along with the vendors, brewers and distillers to be spent in other towns. Why spend our money to benefit another community? If you want to spend money marketing a commodity, market something that is produced locally so the money stays local while bringing more money into the local economy. If it's adult entertainment that you are after, then call it a music festival and have the alcohol on the side – leave the children at home. Do not use taxpayer money to market a product that has caused so much sorrow.

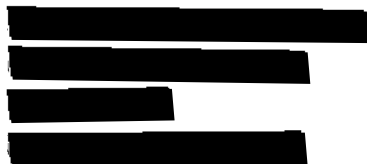
The economic health of the community is important but it is largely dependent upon the physical, social and mental health of its members. A healthy community attracts new residents, new businesses and increases the tax base making life a little more comfortable for all. There is a need to tackle the high rates of cancer across the district, not contribute to them. Alcohol has the ability to inflict great damage physically and socially. The City of Temiskaming Shores has a responsibility to "encourage responsible use of alcohol when it is part of a social function – but alcohol should not be the reason for the function."⁴⁶

I would like to commend you for the work that you do on behalf of the City and acknowledge the difficult decisions with which you are tasked. I ask that you keep in mind that the associated economic benefits of alcohol consumption are low and reaped by few but the costs associated with alcohol consumption are high and are borne by all. I patiently await your response. Thank you.

Sincerely,



Walter Humeniuk



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Dave Treen

From: Ministry of Indigenous Relations and Reconciliation
<Indigenous.Relations@ontario.ca>
Sent: November-07-16 2:57 PM
To: Dave Treen
Subject: Inaugural Treaties Recognition Week / Première Semaine de reconnaissance des traités

**Ministry of Indigenous Relations
and Reconciliation**

Communications Services Branch

160 Bloor Street East
Suite 400
Toronto ON M7A 2E6

ontario.ca/indigenous

**Ministère des Relations avec les
Autochtones et de la Réconciliation**

Direction des services de communications

160, rue Bloor Est
Suite 400
Toronto (Ontario) M7A 2E6

ontario.ca/autochtones



Ce message est en français ci-dessous.

The week of November 6 to 12, 2016 marks the inaugural Treaties Recognition Week in the Province of Ontario. The initiative recognizes the importance of treaties and brings awareness to the treaty relationships between Indigenous and non-Indigenous people in the province. It is part of Ontario's commitment to the journey of healing and reconciliation with Indigenous Peoples.

A First Nations and Treaties map of Ontario was created by the Ministry of Indigenous Relations and Reconciliation to increase awareness about treaties in Ontario. Treaties are formal exchanges of promises that created rights and responsibilities for Canada, Ontario and First Nations. Treaties are as relevant today as when they were signed – Aboriginal and treaty rights exist within the Canadian constitutional framework. The First Nations and Treaties map of Ontario helps support learning and the exploration of the histories, cultures, perspectives and contributions of Indigenous Peoples in Ontario.

The First Nations and Treaties map and additional resources about treaties in Ontario are available at ontario.ca/treaties. Print copies can be ordered, at no cost, through [ServiceOntario Publications](#). To order the map, search "First Nations Treaties" on the ServiceOntario site to find the publication, or use the item number #020040 to bring up the publication for ordering. It will be necessary to create an account with ServiceOntario Publications to complete your order.

Posting a First Nations and Treaties map in a public space can help raise the profile of Ontario treaties in your community. It is a reflection of the commitment to work together with Indigenous partners.

In Friendship,

Ian Ross
Director
Communications Services Branch

Message en français.

Cette semaine, du 6 au 12 novembre 2016, marque la première Semaine de reconnaissance des traités dans la province d'Ontario. Cette initiative reconnaît l'importance des traités et sensibilise le public aux relations issues des traités entre les Autochtones et les personnes non autochtones dans la province. Elle fait partie de l'engagement de l'Ontario dans le chemin vers la guérison et la réconciliation avec les peuples autochtones.

Une carte des Premières Nations et des traités de l'Ontario a été créée par le ministère des Relations avec les autochtones et de la Réconciliation pour mieux faire connaître les traités en Ontario. Les traités sont des échanges formels des promesses qui créent des droits et responsabilités pour le Canada, l'Ontario et les Premières Nations. Les traités sont tout aussi pertinents aujourd'hui qu'au moment où ils ont été signés. Les droits issus des traités et ceux des Autochtones existent dans le cadre constitutionnel canadien. La carte des Premières Nations et des traités de l'Ontario contribue à soutenir l'apprentissage et l'exploration de l'histoire, les cultures, les perspectives et les contributions des peuples autochtones en Ontario.

La carte des Premières Nations et des traités et des ressources supplémentaires sur les traités en Ontario sont disponibles à l'adresse ontario.ca/traites. Des exemplaires imprimés peuvent être commandés sans frais, à **Publications ServiceOntario**. Pour commander la carte, recherchez « Traités des Premières Nations » sur le site de ServiceOntario pour trouver la publication ou recherchez l'élément n° 020041 pour faire apparaître la publication pour la commande. Il sera nécessaire de créer un compte avec Publications ServiceOntario pour compléter votre commande.

L'affichage de la carte des Premières Nations et des traités dans un espace public peut aider à rehausser la visibilité des traités de l'Ontario dans votre communauté. Cette carte est le reflet de notre engagement à travailler avec nos partenaires autochtones.

Cordialement,

Ian Ross
Directeur
Direction des services de communications
Ministère des Relations avec les Autochtones et de la Réconciliation

1. Call to Order

The meeting was called to order at 8:58 A.M.

2. Roll Call

- Mayor Carman Kidd Mike Del Monte, Cluster Manager - OCWA
- Councillor Doug Jelly Eddie Hillman, OCWA
- Doug Walsh, Director – Public Works
- Steve Burnett, Technical and Environmental Compliance Coordinator
- Robert Beaudoin, Environmental Superintendent
- Airianna Misener, Executive Assistant
- Mitch Lafreniere, Manager of Physical Assets
- Claude Mongrain, OCWA

3. Review of Previous Minutes

The minutes of the August 24, 2016, Contract Consultation Meeting with Operating Authority were reviewed by the Committee.

4. Unfinished Business

FACILITIES

4.1 North Cobalt Wastewater Lagoon – 543083 Proctors Road

Vegetation Issues

Previous Discussion:

Staff will arrange to get the stock piles removed. A meeting has been set up next week with MOECC to discuss the decommissioning of the old lagoon. OCWA will take a sample from the lagoon later this week.

Entrance Gate at the North Cobalt Wastewater Lagoon was addressed.

Discussion:

City Staff met with the MOECC regarding the decommissioning of the old lagoon. MOECC requires a full ECA to discharge the lagoon. City staff will arrange to secure the fence.

4.2 Station St. Sanitary Lift Station

Previous Discussion:

No update

Discussion:

No update

4.3 Groom Drive

Previous Discussion:

No update

Discussion:

A new pad for the PLC system is being poured.

4.4 Haileybury Mechanical Wastewater Plant – 275 View St

Sludge

Previous Discussion:

City staff and OCWA will schedule the sludge hall removal, in coming weeks.

Discussion:

Sludge Hall removal at the Haileybury Plant has begun. Public Works would like to implement a better sludge hall schedule for next year.

Fencing

Previous Discussion:

On going

Discussion:

Gates have been addressed

Other items

Previous Discussion:

City staff will look at options to address the repairs needed on the sidewalks. OCWA continues to monitor the E.coli issues, OCWA staff are hopeful once the PLC is installed, regulation of E-coli will improve.

Discussion:

Demora Construction completed sidewalk repairs; PLC work is on-going. OCWA Continues to investigate the e-coli issues.

4.5 Farr Drive Pumping Station

Roof Repairs

Previous Discussion:

The City received the engineer's structure approval to proceed with a truss roof on the Farr Drive Pumping Station. Contractors will begin the work in the coming weeks.

Discussion:

Roof Repairs at the Farr Drive Pumping Station are complete. OCWA recently repaired a pump out for sail boats as requested by the recreation department.

4.6 Haileybury Water Treatment Plant – 322 Browning St

MCC/ PLC Replacement

Previous Discussion:

On-going

Discussion:

The Tender for the MCC/PLC Replacement closed. OCWA will issue a work order. The work is anticipated to be completed by the end of the year.

Security

Previous Discussion:

Security cameras were received, pending installation. OCWA staff made note of repairs needed to hatch's at the plant.

Discussion:

Equipment has been purchased to continue installation.
Staff will commence winterization/building shut downs throughout the coming weeks.

4.7 Haileybury Reservoir – Niven St.

Previous Discussion:

The North Cobalt water Stabilization Project tender has been awarded to Pedersen Construction, a public meeting will be held next week. The project is anticipated to begin October 1st, 2016.

Steve Burnett will follow up with EXP on the necessary MOE requirements.
The group discussed completing the fence repairs in conjunction with the project.

Discussion:

MOECC requirements involve Directors approval as well as completion of a form1.

4.8 New Liskeard/Dymond Waste Water Lagoon – 177304 Bedard Rd.

Sludge Study

Previous Discussion:

OOWA advised City staff that the phosphor levels at the lagoon were above average; OCWA has adjusted the Ferric and will continue to monitor the levels. Steve Burnett will follow up with EXP on the status of the final report. Fences at the lagoon will be addressed this year, noted City staff.

Discussion:

The receipt of the final sludge study report is pending.

Environment Canada

Previous Discussion:

No update, Steve will follow up.

Discussion:

Environment Canada is overall pleased with the efforts to date. It was noted that if there are no prominent issues throughout the winter months at the Lagoon, Environment Canada will close the file in the spring.

4.9 Montgomery Sanitary Lift Station

Previous Discussion:

Repairs were needed on one of the pumps; OCWA sent it out for repairs.

Discussion:

No concerns.

4.10 Cedar St. Sanitary Lift Station

Previous Discussion:

OCWA and City staff will schedule grit chamber work to start in the coming weeks.

Discussion:

No update - Grit Chamber work will need to be scheduled with OCWA and City Staff.

4.11 Goodman Sanitary Lift Station – 132 Jaffray St.

Previous Discussion:

Heating from the HVAC system is not working properly at the Station; the maintenance department will take a look at the repairs needed. Installation of a gate at the road to eliminate vehicle traffic was discussed.

Discussion:

Recent repairs to a sensor on the heating station.

4.12 New Liskeard Water Treatment Plant – 305 McCamus Ave.

Previous Discussion:

Overall the facility is in good shape, noted the group.

Discussion:

The Building Maintenance Department was in to complete repairs to the motors on the heater at the Plant.

4.13 New Liskeard Water Reservoir-177102 Shepherdson Rd.

Previous Discussion:

The hospital has requested they be notified on the monthly generator maintenance.

Discussion:

No update

4.14 Dymond Water Reservoir – 286 Raymond St

Plant Upgrades

Previous Discussion:

Council approved to enter in an optional additional services agreement with OCWA for the Dymond Reservoir Upgrades.

Decommissioning discussion, the pumps and packers have been removed. Exp will supply quotes from various contractors on the decommissioning of the wells in the near future. Lotowater was contacted on the potential “buy back” of the packers.

The City received low water pressure complaints on Raymond Street; pressure tests were investigated and are exceeding MOE pressure regulations. Further investigation will be done once the upgrades to the reservoir are completed.

The amended DWWP from the MOECC has been received.

Discussion:

Plant upgrades are on-going. It is anticipated that water components will be completed at the St-Michel project by year end.

4.15 Gray Road Sanitary Lift Station – 783495 Gray Rd

Previous Discussion:

No update

Discussion:

The project tender closes Friday at 3 p.m., three submissions for pre-qualification were received. One of which disqualified, two remaining submissions will be eligible to proceed to bid on the project.

4.16 Niven St Pumping Station – New Liskeard

Previous Discussion:

No update

Discussion:

No update

4.17 Whitewood Pumping Station – New Liskeard

Previous Discussion:

No update

Discussion:

The check valve for the by-pass has been serviced and seems to be operating properly.

5. MOE Compliance Issues

This section reviews a number of issues based on the binder compiled and kept at the Public Works Office (Engineering). The numbers are based on the system established within the binder.

Previous Discussion:

The robotic camera is on order, once the camera has arrived, staff will begin training on the operation of the system.

Discussion:

The robotic camera has arrived; City staff and OCWA will schedule a date to test and train on the camera at the Pool and Fitness Centre.

5.2 Manitoulin Transport -New

Previous Discussion:

No update – Eddie Hillman will follow up

Discussion:

MOECC granted the City relief from maintaining the chlorine residual at Manitoulin Transport. As a requirement, Staff will install a UV system at the facility.

6. Communications Upgrades

Previous Discussion:

On going

Discussion:

On-going

7. New Business

7.1 New Liskeard Water Treatment Plant – Proposed Application

Discussion:

The City received notice of the Federal and Provincial Clean Water Wastewater Fund; eligible projects can be funded up to 75%. The funding would enable the replacement of the Iron Removal Filter's at the New Liskeard Water Treatment Plant. Applications must be submitted no later than October 31, 2016.

Be it resolved:

The OCWA Contract Consultation Meeting hereby recommends that the Public Works Committee review the recent Clean Water Wastewater funding opportunity for consideration.

8. Schedule of Meetings

The next scheduled contract meeting with OCWA is will be on November 1st, 2016 at 9:00 AM

9. Adjournment

The Contract Consultation Meeting with Operating Authority – OCWA meeting is adjourned at 9:33 a.m.

NEOMA

NORTHEASTERN ONTARIO MUNICIPAL ASSOCIATION

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Friday, October 14, 2016 @ 10:00 a.m.

FLOYD S. HEMBRUFF CIVIC CENTRE – HWY 11 – BLACK RIVER-MATHESON

MINUTES

Attendees:	<p>Steve Black (Timmins), Joe Torlone (Timmins), Walter Wawrzaszek (Timmins), Michael Doody (Timmins), Joe Campbell (Timmins), Rick Dubeau (Timmins), Roger Sigouin (Hearst), Peter Politis (Cochrane), Bob Browne (Black River-Matheson), M. Briere (Mattice Val Cote), J. Malenfant (Mattice Val Cote), N. Levesque (Moonbeam), G. Audet (Moonbeam), Gilles Laderoute (Black River-Matheson), A. Rheaume (Hearst), Betty Lou Purdon (Iroquois Falls), C. Kennedy (Iroquois Falls), Michael Shea (Iroquois Falls), Yves Labelle (Kapuskasung), A. Dionne (Black River-Matheson), G. Richy (Val Rita Harty), J. Baril (Val Rita Harty), J.A. Barber (Black River-Matheson), Marc Blais (Smooth Rock Falls), Sue Perras (Smooth Rock Falls), Michel Arsenault (Smooth Rock Falls), Doug Bender (Black River-Matheson), Carman Kidd (Temiskaming Shores), Tony Antoniazzi (Kirkland Lake), Garry Edwards (Black River-Matheson), A. Spacek (Kapuskasung)</p> <p>Guests: D. Landers (CDSSAB), A. Blouin (PIC), L. Imhoff (NEONET), S. Fontaine (NeCN), A. Robichaud (NeCN)</p> <p><small>(Please note that the names above are names of the attendees that signed the "Attendance Sheet")</small></p>
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<i>If there are any errors or omissions in these minutes, please contact the undersigned.</i>			
	ITEM	DISCUSSION	ACTION REQUIRED
1.	Welcome	Mayor G. Edwards welcomed the group to the town of Black River-Matheson.	
2.	Opening remarks	President M. Doody provided opening remarks.	
3.	Introductions	Introductions were made.	
4.	Approval of agenda	<p>2016-19 Moved by D. Bender Seconded by J. Campbell</p> <p>THAT the NEOMA <u>annual</u> meeting agenda for October 14, 2016 be approved as circulated, with the following additions:</p> <p>17b) CN Derailment – Gogama resolution</p> <p>CARRIED</p>	
5.	Declaration of pecuniary interest	Counc. R. Dubeau, City of Timmins, declared a pecuniary interest with item 8a).	

6.	Adoption of Minutes of May 27, 2016	<p><u>2016-20</u> Moved by G. Audet Seconded by T. Antoniazzi</p> <p>THAT the minutes of the May 27, 2016 NEOMA meeting be approved as amended showing Gilles Audet being recorded as present at this meeting.</p> <p>CARRIED</p>	
7.	Business arising from the minutes	There was no business arising from the minutes.	
8.	Presentations:	<p>a) Letter of support – Regional Innovation Centre - L. Imhoff & A. Blouin (NEONET & PIC)</p> <p>L. Imhoff and A. Blouin provided an update with respect to the following:</p> <ul style="list-style-type: none"> • GIS Project • Agreements – NEONET • Regional broadband project is awaiting approval from NOHFC • Regional Innovation Centre <p>A. Blouin requested NEOMA support with respect to correspondence from the Timmins Economic Development Corporation (TEDC). This letter requested NEOMA support toward their goal of reestablishing a productivity and innovation centre as a regional innovation centre in Timmins. This centre will serve small and medium size enterprises across northeastern Ontario. NEOMA concurred with this request and provided their support and recognition during this process.</p> <p>b) NeCN Update – Sylvie Fontaine & André Robichaud</p> <p>S. Fontaine and A. Robichaud provided the group with a presentation regarding the Northeast Community Network (NeCN). The NeCN is seeking long term sustainability through a revised funding membership model. The presentation material was circulated to the NEOMA group. In addition, the following resolution was carried:</p> <p><u>2016-21</u> Moved by A. Spacek Seconded by P. Politis</p> <p>THAT NEOMA supports the proposed Northeast Community Network (NeCN) membership funding model on the basis of \$0.25 per capita;</p> <p>AND FURTHER that approval be required from the individual municipalities and organizations who hold membership within this network.</p> <p>CARRIED</p>	

9.	Financial report – January 1 to October 13, 2016.	<p>The Secretary-Treasurer provided the financial report at this annual meeting.</p> <p>2016-22 Moved by A. Spacek Seconded by N. Levesque</p> <p>THAT NEOMA's financial report dated January 1, 2016 to October 13, 2016 be approved as presented.</p> <p>CARRIED</p>	
10.	Wetland Conservation Strategy for Ontario 2016-2030 – Group discussion	<p>The group discussed this item and it was concluded that each of the participating NEOMA municipalities should provide their comments stating their municipal position, and these comments should be referred to EBR Registry # 012-7675. If NEOMA members submit to the registry, it was requested that they provide a copy for NEOMA records.</p>	
11.	Proposed Asset Management Plan Regulation – Group discussion	<p>The group discussed this regulation and indicated that it was expensive for smaller municipalities to comply with the strategy. A long term asset management plan must be in place in order to acquire funding.</p>	
12.	Federal and Provincial elected officials	<p>There were no Federal or Provincial attendees.</p>	
13.	AMO – Update	<p>Mayor A. Spacek updated the group with respect to the following:</p> <ul style="list-style-type: none"> • The group was advised of “What’s next in Ontario” AMO initiative • AMO’s investigating other forms of revenue • There was discussion regarding the uploading of social service costs • The effects of the uploading on the OMPF were also discussed 	
14.	FONOM Update	<p>Mayor A. Spacek advised the following:</p> <ul style="list-style-type: none"> • FONOM is concerned with the escalating energy costs that affect Northern Ontario communities • FONOM is concerned that the Province is requesting to reduce the operating budget for NOSM (Northern Ontario School of Medicine) • The group was advised of the initiatives and good work being done by the Northern Policy Institute. This institute will be able to provide consistent and reliable northern Ontario data. • There was discussion regarding the nuclear waste management organization. This group will be invited to the next NEOMA meeting to make a presentation. 	
14a)	NEOMA Rep to FONOM Board	<p>The group nominated A. Spacek to be NEOMA's representative on the FONOM Board.</p>	

		<p><u>2016-23</u> Moved by S. Black Seconded by R. Sigouin</p> <p>THAT Al Spacek be appointed as the Northeastern Ontario Municipal Association (NEOMA) representative to sit on the Federation of Northern Ontario Municipalities (FONOM) Board.</p> <p>CARRIED</p>	
15.	AFMO update	<p>Mayor R. Sigouin provided the group with an update with respect to the AFMO conference held in Hearst. Mayor Sigouin advised that the meeting was successful and was a good exchange of information.</p>	
16.	Quebec Boreal Forest Alliance – Financial update	<p>Mayor Sigouin provided an update, and indicated that he is waiting to hear from the Alliance with respect to a final membership fee. Mayor Sigouin is hopeful that the membership fee will be established by the end of this year. NEOMA Secretary Treasurer will transfer the memberships paid by the participating NEOMA municipalities to the Town of Hearst. Once the membership fee has been established, the Town of Hearst will pay the fee. The administration of NEOMA is moving to the Town of Kirkland Lake who are not participants in this initiative.</p>	
17.	Other matters	<p>a) Conseil scolaire catholique de district des Grandes Rivières – Town of Hearst</p> <p>Mayor Sigouin advised that he has provided a letter to Conseil scolaire catholique de district des Grandes Rivières, advising them of his community's disappointment that the school board did not choose a local transportation provider, but rather one from outside of northern Ontario. Mayor Sigouin advised that this is just another example of the North losing another business. Mayor Sigouin advised that this matter was provided for NEOMA member's information.</p> <p>17b) CN Derailment – Gogama resolution</p> <p>Mayor Black updated the group with respect to this issue and provided the following resolution:</p> <p><u>2016-24</u> Moved by S. Black Seconded by A. Spacek</p> <p>WHEREAS CN Rail had a derailment in March 2015 in the Gogama area, which resulted in a quantity of oil being released into the local ecosystem;</p> <p>WHEREAS technical experts have indicated there is no immediate threat to drinking water systems, NEOMA still wishes to support our First Nations and community neighbours and the safe guarding of their environment;</p>	

		<p>AND WHEREAS clean-up efforts by CN Rail have been ongoing and are being monitored by, and undertaken in accordance with regulations by both the Federal and Provincial ministries of the Environment;</p> <p>AND WHEREAS as NEOMA supports the local area residents and First Nations people and requests that clean-up efforts be expedited in order to have the site and contaminants removed from the local ecosystem.</p> <p>NOW BE IT RESOLVED that NEOMA requests CN Rail work in conjunction with both Federal and Provincial ministries of the Environment to expedite the clean-up of the Gogama area derailment site and spill, providing it can be done in a manner that does not cause more significant damage or harm to the environment, than presently exists.</p> <p>CARRIED</p>	
18.	Election of Officers	<p>a) <u>NEOMA President</u></p> <p>The Secretary-Treasurer of NEOMA conducted the election. There was a call for nominations:</p> <p><u>2016-25</u> Moved by S. Black Seconded by G. Edwards</p> <p>THAT Mayor Tony Antoniazzi be nominated to the position of NEOMA President.</p> <p>Mayor T. Antoniazzi accepted the nomination.</p> <p><u>2016-26</u> Moved by C. Kidd Seconded by S. Perras</p> <p>THAT Roger Sigouin be nominated to the position of NEOMA President.</p> <p>Mayor Sigouin was grateful but respectfully declined the nomination.</p> <p><u>2016-27</u> Moved by R. Sigouin Seconded by G. Audet</p> <p>THAT Mayor J. Baril be nominated to the position of NEOMA President.</p> <p>Mayor J. Baril accepted the nomination.</p> <p>There was an election, whereby Mayor Tony Antoniazzi was elected to the position of NEOMA President.</p>	

		<p>b) <u>NEOMA Vice President</u></p> <p><u>2016-28</u> Moved by G. Audet Seconded by A. Spacek</p> <p>THAT R. Sigouin be nominated the position of NEOMA Vice President.</p> <p>Mayor R. Sigouin accepted the nomination.</p> <p><u>2016-29</u> Moved by M. Briere Seconded by G. Edwards</p> <p>THAT J. Baril be nominated to the position of NEOMA Vice President.</p> <p>Mayor Baril was grateful but respectfully declined the nomination; therefore R. Sigouin was acclaimed to the position of NEOMA Vice President.</p> <p>c) <u>Appointment of Secretary-Treasurer</u> – Staff from President’s municipality</p>	
19.	Date and location of next meeting	The next NEOMA meeting will be held in Kapuskasing at a date to be determined.	
20.	Adjournment	<p><u>2016-30</u> Moved by N. Levesque Seconded by P. Politis</p> <p>That the NEOMA meeting adjourned at 12:30 p.m.</p> <p>CARRIED</p>	

Minutes taken by:
JOE TORLONE,
NEOMA Secretary-Treasurer
City of Timmins

JT\kc

1.0 CALL TO ORDER

The meeting was called to order at 8:36 a.m.

2.0 ROLL CALL

- Mayor Carman Kidd
- Chris Oslund, City Manager
- Councillor Doug Jelly
- Councillor Patricia Hewitt
- Doug Walsh, Director of Public Works
- Mitch Lafreniere, Manager of Physical Assets
- Steve Burnett, Technical and Environmental Compliance Coordinator
- Robert Beaudoin, Environmental Superintendent
- Jamie Sheppard, Roads Superintendent
- Airianna Misener, Executive Assistant

3.0 REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- Addition: Closed Session – HR Update

4.0 APPROVAL OF AGENDA

Recommendation PW-2016-043

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee agenda for the October 6, 2016 meeting be approved as amended.

Carried

5.0 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- None

6.0 REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation PW-2016-044

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee minutes for the August 25, 2016 regular meeting be adopted as presented.

Carried

7.0 CORRESPONDENCE

- *Sunny Side Road East - Road End*

Discussion:

The Committee reviewed correspondence requesting to construct a gravel pad on Sunny Side Road East to park a boat/van during the summer months for the purpose of accessing island property.

Recommendation PW-2016-045

Moved by: Mayor Carman Kidd

Be it resolved that:

The Committee advises City staff to prepare a land use agreement allowing the resident to park on Sunny Side Road East.

8.0 PRESENTATIONS

- *None*

9.0 UNFINISHED BUSINESS

9.1 Grant Drive at Hwy 65E

Previous Discussion:

No update.

Discussion:

Doug Walsh advised that they are looking to finalize the easement by the end of the month. The MTO will work with the City on the requirements. The City's engineering intern is working on the design components for the STATO trail.

9.2 LED Street Lighting

Previous Discussion:

Additional lights are currently on order; Millers will replace the poles that are in the worst condition. It was suggested that a light be installed near the hospital area, staff will look at options and cost. VIP Energy Services is looking to schedule a meeting with Hydro One to discuss discrepancies.

The City will be eligible for the Save on Energy grant upon submission of project invoices, noted Mitch Lafreniere.

Discussion:

The remaining lights have arrived, noted Mitch Lafreniere. Millers will complete installation. Currently obtaining quotes for a street light near Hughes Lookout. Mitch Lafreniere submitted the requirements for the Save on Energy grant. The Committee was made aware of several street lights throughout the City not working, City staff will address.

9.3 AMEC – New Waste Management Capacity

Previous Discussion:

The Draft submission was presented to the MOECC with final submission scheduled for Sept 2nd as part of the requirements, the City will issue a notice to residents of a public information session. Overall the project is moving forward, noted Steve Burnett.

Discussion:

A notice of submission to the MOECC for the Environmental Assessment has been issued. The public consultation period ends on October 21, 2016. Steve Burnett will arrange a meeting with AMEC once the consultation period closes. Further, the Committee will meet to discuss the next steps.

9.4 Access Control Policy – Entrance Permits

Previous Discussion

No update, Steve Burnett will follow up with Dave Treen.

Discussion:

No update

9.5 Lorne St. and FPT 26 lot Subdivision Update

Previous Discussion

No update, Mitch Lafreniere will contact Millers to turn on the lights in the subdivision.

Discussion:

Partial acceptance of the roadways in the 26 lot subdivision has been approved by Council for snow removal purposes.

Mitch advised that the street lights in the subdivision have been turned on.

9.6 Public Works Staff Training

Previous Discussion

Doug Walsh updated the Committee in regards to upcoming Public Works staff training:

- Water/Sewer and OCWA employees will participate in the confined space training in September.

Discussion:

Doug Walsh updated the Committee in regard to upcoming Public Works staff training:

- Staff attended a training session last week in North bay on Municipal Maintenance Standards
- Steve Burnett and Darrel Phaneuf attended the Good Roads Supervisory training
- Doug Walsh is currently working on the 2017 training plan
- Staff will attend the Mahony Road School in May 2017
- Steve Burnett briefly discussed the Supervisor training session with the group.

9.7 Public Works Department Update

Previous Discussion:

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

- The holiday schedule has resulted in short staff however the busy holiday season is almost complete.
- In recent weeks Public Works staff has been busy repairing a number of water breaks, within the municipality.
- Hydrant flushing continues.
- Patching work is ongoing.

Discussion:

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

- Currently the department has 1 individual on leave
- Temporary positions were filled as per the collective agreement
- Doug Walsh indicated that it has been a very busy year with water leaks/repairs; Robert Beaudoin will attend the next committee meeting and provide the group with an update on water breaks.
- Hydrant flushing continues
- Preparing the equipment for winter

9.8 HWY 11 Detour

Previous Discussion:

No update

Discussion:

No update

9.9 Full Solid Waste Management Program

Previous Discussion

Christopher Oslund is currently working on the agreement with Cobalt. The City received allocation of approximately \$50,000 from the Temiskaming Waste Management Board Assets. Based on internal calculations, a discrepancy was noticed. Mayor Carman Kidd will contact Al Spectch requesting to attain a summary of the 2015 financial statements.

Discussion:

Carman will contact Al Spectch requesting to attain a summary of the 2015 financial statements.

After completion of the internal recycling audit, our residue rate showed 7% which is significantly below average amongst the province, noted Steve Burnett. The City concluded to cancel the Residue Management Program funded through CIF as it is out of the scope of work, at this time.

The processor has been effective by reducing containment, from 7.5 to 4 bins. There has been a decrease from 47 thousand cubic yards in 2014 to 37 thousand cubic yards in 2015, of material deposited at the landfill. Overall staff are pleased with the results of the recycling program.

9.10 Drainage issues - Peter's Road

Previous Discussion:

On going

Discussion:

On going, currently waiting on the completion of the design

9.11 *Dymond Reservoir Upgrades*

Previous Discussion:

Steve provided the group with an update on the upgrades, the project is ongoing, the VFD's were received yesterday, and both pumps and packers have been removed from the wells. The City will look to surplus the pumps and packers.

Discussion:

Work is progressing, on track for completion by year end.

9.12 *Development – Groom Drive*

Previous Discussion:

No update

Discussion:

No update

9.13 *Closed Roads / Old Roads*

Previous Discussion:

Christopher Oslund will follow up. The group discussed options to notify land owners of the liability. The City will look at obtaining legal advice on how to proceed regarding Closed/Old roads within the municipality.

Discussion:

No update

9.14 *Storm Sewer – Smallmans Drugstore*

Previous Discussion:

No update

Discussion:

No update

9.15 *New Rail Grade Crossing Regulations*

Previous Discussion:

No update

Discussion:

No update

9.16 Sharing of Engineer Services (Temagami)

Previous Discussion:

No update

Discussion:

No update

9.17 Water Meters

Previous Discussion:

Neptune will be conducting a survey the week of September 12, 2016. The Environmental Department will deliver a notice the week prior to the survey.

Discussion:

Neptune completed the surveys, currently waiting for the final report. Once received, the committee will review and provide direction.

9.18 Parking on Mary Street

Previous Discussion:

No update

Discussion:

The By-Law was amended; road signage advising of no parking will need to be installed.

9.19 STATO Trail

Previous Discussion:

Council will be presented with a change order; Miller is waiting for the approval for the last section.

Discussion:

On going

9.20 ROMA/OGRA Conference

Previous Discussion:

Dave Treen will prepare a memo for Council to discuss at the regular Council meeting in September.

Discussion:

Budgeting for 2 staff to attend the conference in 2017.

9.21 MMS Second Five-Year Review

Previous Discussion:

The Committee reviewed the revised MMS Five year Municipal Maintenance Standards. Doug Walsh sent correspondence inquiring on the timing of changes, as it would affect the City's winter operation plan.

Discussion:

On going

9.22 North Cobalt Water Stabilization Project – Update

Previous Discussion:

Pedersens Construction was awarded the project. October 6, 2016 is the expected project start date. Expotech will commence pre construction work in the coming weeks. A special Council meeting will be held today, at which a memo will be presented regarding the project. A public meeting will be held next week.

Discussion:

Doug Walsh provided an update on the project, the pre construction work is now complete with construction to commence in the near future.

9.23 Gray Road Lift Station Project – Update

Previous Discussion:

Doug Walsh informed the group of the Pre-qualification process, 1 week to review proposals, and those who pre-qualify will then be able to submit their tender. Staff will present to Council at the regular Council meeting on October 18, 2016. Doug Walsh further indicated that the project is one big project that is being broken down by 3 different projects.

Discussion:

The Gray Road Lift Station Project tender closes October 7, 2016. Intent would be to commence the project upon tender award.

9.24 2016-2017 Winter Operations Plan

Previous Discussion:

The 2016-2016 Winter Operations Plans are underway. The Department is looking to include additional walkways; the plan will be presented to Council for approval in coming weeks.

Discussion:

Doug Walsh notified the committee of the changes pertaining to the Winter Operations Plan. Winter operations will begin on October 31, 2016.

9.25 2017 Roads Surfacing Program

Previous Discussion:

In recent weeks, Chris Oslund and Doug Walsh spoke with Miller's regarding the re-surfacing of municipal roads. Miller's will look into the cost. Mayor Carman Kidd spoke with the Premiere while on her visit to the area, with regards to the 2017 Roads Surfacing Program.

Discussion:

Doug Walsh discussed with the committee preliminary plans for the 2017 Roads Surfacing Program.

9.26 2017 Capital Project Priorities

Previous Discussion:

The Committee discussed 2017 Capital Projects that would fit within the eligible OCIF funding amount.

Discussion:

No update

10.0 NEW BUSINESS

10.1 Clean Water Wastewater Fund eligible projects – Review

Discussion:

The City received notice of the Federal and Provincial Clear Water Waste Water Fund; eligible projects can be funded up to 75%. The funding would enable the replacement of the Iron Filter's at the New Liskeard Water Treatment Plant. Applications must be submitted no later than October 30, 2016. The Committee recommends that the following recommendation be presented to Council for consideration.

Recommendation PW-2016-46

Moved by: Councillor Patricia Hewitt

Be it resolved that:

The Public Works Committee hereby recommends council consider an application to the Clear Water Waste Water Fund for the replacement of the Iron Removal Filter's at the New Liskeard Water Treatment Plant.

10.2 Temiskaming Shores Infrastructure Upgrades – Update

Discussion:

Report will be presented to Council on October 18, 2016 with regards to the tender award.

10.3 2017 Budget – Draft / Update

Discussion:

Doug Walsh reported that the Public Works Department's 1st Draft of the 2017 Operations budget has been submitted.

11.0 ADMINISTRATIVE REPORTS

- PW-045-2016: 2016-2017 Winter Operations Plan
- PW-046-2016: Tender Award – TS Infra Upgrades Phase 1
- 024-2016-PW Memo: 2016 CWWF Application

12.0 CLOSED SESSION

Recommendation PW-2016-047

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee convene into Close Session at 9:55 a.m. to discuss personal matters about an identifiable individual, including municipal or local board employees, as per section 239 (2) (b) of the Municipal Act.

Carried

Recommendation PW-2016-048

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee rise without report at 10:03 p.m.

Carried

13.0 NEXT MEETING

The next meeting of the Public Works Committee is scheduled for November 10, 2016 in the New Liskeard Board Room (325 Farr Drive – City Hall) to commence at 8:30 a.m.

14.0 ADJOURNMENT

Recommendation PW-2016-049

Moved by: Patricia Hewitt

Be it resolved that:

The Public Works Committee meeting is adjourned at 10:04 A.M.

Carried

COMMITTEE CHAIR – D.JELLY

COMMITTEE SECRETARY

The Corporation of the City of Temiskaming Shores

By-law No. 2016-175

Being a by-law to amend By-law No. 2004-132, as amended being a by-law to adopt an Emergency Management Program

Whereas Section 2.1 (1) of the Emergency Management Act, 1990 (hereinafter referred to as the Act) requires every municipality to develop and adopt by by-law an Emergency Management Program;

And whereas Section 2.1 (2) states that the Emergency Management Program shall consist of:

- a) an emergency plan as required by Section 3 of the Act;
- b) training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
- c) public education on risks to public safety and on public preparedness for emergencies; and
- d) any other element required by the standards for emergency management programs set under Section 14 of the Act.

And whereas By-law No. 2004-132, as amended being a by-law to adopt an Emergency Management Program for the City of Temiskaming Shores was passed on November 8, 2004;

And whereas Council considered Administrative Report No. PPP-011-2016 at the November 1, 2016 Regular meeting of Council and directed staff to prepare the necessary by-law to amend By-law 2004-132, as amended for consideration at the November 15, 2016 Regular meeting of Council;

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

1. That By-law No. 2004-132, as amended is hereby further amended by repealing Schedule "A" in its entirety and replaced with Schedule "A" hereto attached and forming part of this by-law.
2. That the Clerk of the City of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantical or descriptive nature or kind to the by-law and schedule as may be deemed necessary after the passage of this by-law.

Read a first, second and third time and finally passed this 1st day of November, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule “A” to

By-law No. 2016-175

City of Temiskaming Shores

Emergency Management Program

Amendments:

By-law No. 2004-132	Nov 8, 2004	Original By-law
By-law No. 2006-040	Apr 25, 2004	Replacement of Schedule “A”
By-law No. 2006-074	Aug 21, 2006	Modification of responsibilities
By-law No. 2007-171	Dec 18, 2007	Replacement of Schedule “A”
By-law No. 2011-006	Dec 14, 2010	Replacement of Schedule “A”
By-law No. 2014-200	Nov 4, 2014	Replacement of Schedule “A”

DISCLAIMER

The City of Temiskaming Shores Emergency Response Plan has been formulated to contain information pertinent to the City of Temiskaming Shores. It is not intended to fulfill the needs of any other community in Ontario. Pursuant to the completion of a community risk profile, each community must draw up their own plans accordingly.

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Annex A – Emergency Public Information Plan

Annex B – Notification of Public

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Section One

1.1 Introduction

Emergencies are defined as situations or impending situations that constitute a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise. They affect public safety, meaning the health, welfare and property, as well as the environment and economic health of the City of Temiskaming Shores.

The population of the City of Temiskaming Shores is 10,400 residents.

In order to protect residents, businesses and visitors, the City of Temiskaming Shores requires a coordinated emergency response by a number of agencies under the direction of the Emergency Control Group. These are distinct arrangement and procedures from the normal day-to-day operations carried out by emergency services.

The City of Temiskaming Shores Emergency Management Program Committee developed this emergency response plan. Every official, municipal department and agency must be prepared to carry out assigned responsibilities in an emergency. The response plan has been prepared to provide key officials, agencies and departments of the City of Temiskaming Shores with important information related to:

- Arrangements, services and equipment; and
- Roles and responsibilities during an emergency.

In addition, it is important that residents, businesses and interested visitors be aware of its provisions. Copies of the City of Temiskaming Shores Emergency Response Plan may be viewed at City Hall, Public Libraries and on the City's Web Site.

1.2 Community Emergency Management Coordinator (CEMC)

For more information, please contact:

Timothy H. Uttley
Community Emergency Management Coordinator
City of Temiskaming Shores
P.O. Box 2050
Haileybury, Ontario
P0J 1K0

(705) 647-8298

Section Two

2.1 Aim

The aim of this plan is to make provision for the extraordinary arrangements and measures that may have to be made to protect the health, safety and welfare, environment and economic health of the residents, businesses and visitors of the City of Temiskaming Shores when faced with an emergency situation.

The aim of this plan is also to enable a centralized controlled and coordinated response to emergencies in the City of Temiskaming Shores, and meet the legislated requirements of the ***Emergency Management and Civil Protection Act***.

For further details, please contact the Community Emergency Management Coordinator.

2.2 Authority

The ***Emergency Management and Civil Protection Act (EMCPA)*** is the legal authority for this emergency response plan in Ontario.

The (EMCPA) states that:

"Every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner which employees of the municipality and other persons will respond to the emergency and the council of the municipality shall by by-law adopt the emergency response plan." [Section 3(1)]

"The head of council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area." [Section 4(1)]

As enabled by the ***Emergency Management and Civil Protection Act***, this emergency response plan and its elements have been:

- Issued under the authority of *City of Temiskaming Shores* By-law 2004-132; and
- Filed with Emergency Management Ontario, Ministry of Community Safety and Correctional Services.

2.3 Definition of an Emergency

The EMCPA defines an emergency as:

“A situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.”

The Emergency Operation Centre (EOC) can be activated for any emergency for the purposes of managing the emergency, by maintaining services to the community and supporting the emergency site.

2.4 Action Prior to Declaration

When an emergency exists but has not yet been declared to exist, municipal employees may take such action(s) under this emergency plan as may be required to protect property and the health, safety and welfare of the residents of the City of Temiskaming Shores.

Section Three

3.1 Emergency Notification Procedures

Only a member of the City of Temiskaming Shores Municipal Emergency Control Group (MECG) may initiate the notification procedure.

When a member of the MECG receives a warning of a real or potential emergency, that member will immediately contact the Community Emergency Management Coordinator (CEMC) or his/her Alternate, to request that the Emergency Response Plan be activated and the MECG notified.

The member initiating the call must provide pertinent details (e.g., - a time and place for the MECG to meet) as part of the notification procedure. Upon notification of the emergency, the CEMC, CEMC Alternate or other designated City Staff will notify all members of the MECG.

Upon being notified, it is the responsibility of all MECG officials to notify their staff and volunteer organizations.

Where a threat of an impending emergency exists, the MECG will be notified and placed on standby.

3.2 Requests for Assistance

Assistance may be requested from the Province of Ontario at any time without any loss of control or authority. A request for assistance should be made by contacting Emergency Management Ontario.

3.3 Procedure for Declaring an Emergency

The Mayor or in his absence the Acting Mayor of the City of Temiskaming Shores, as Head of Council, is responsible for declaring an emergency. This decision is usually made in consultation with other members of the MECG. Upon declaring an emergency, the Mayor or Acting Mayor will notify:

- (a) Emergency Management Ontario, Ministry of Community Safety and Correctional Services;
- (b) City Council
- (c) Public attached hereto an ANNEX "B".
- (d) Neighboring community officials, as required;
- (e) Local Member of the Provincial Parliament (MPP);
- (f) Local Member of Parliament (MP).

3.4 Termination of a Community Emergency

The Mayor, Acting Mayor, City Council or Premier of Ontario may declare the municipal emergency terminated. This decision is usually made in consultation with other members of the MECG. When terminating an emergency, the Mayor will notify:

- (a) Emergency Management Ontario, Ministry of Community Safety and Correctional Services;
- (b) City Council
- (c) Public attached hereto an ANNEX "B".
- (d) Neighboring community officials, as required;
- (e) Local Member of the Provincial Parliament (MPP);
- (f) Local Member of Parliament (MP).

Section Four

4.1 Emergency Operations Centre (EOC)

The MCEG will report to the EOC as designated by Municipal Council.

4.2 Municipal Emergency Control Group (MECG)

The emergency response will be directed and controlled by the MECG. The MECG is a group of officials who are responsible for coordinating the provision of the essential services necessary to minimize the effects of an emergency on the community.

The MECG consists of the following officials and/or their alternates:

1. Mayor or Deputy Mayor;
2. City Manager, or alternate, who becomes the Operations Officer in the EOC;
3. Municipal Clerk/ Emergency Information Coordinator
4. Community Emergency Management Coordinator
5. Fire Chief
6. Ontario Provincial Police Detachment Commander
7. Director of Public Works
8. Medical Officer of Health (or a senior public health representative);
9. Social Services Representative
10. Emergency Medical Services Chief or Deputy Chief
11. Director of Recreation
12. Director of Corporate Services/Human Resources

Additional personnel called or added to the MECG may include:

- Superintendent of Community Programs;
- Treasurer;
- Office of the Fire Marshal Emergency Management Representative/s;
- Liaison staff from provincial ministries;
- Any other officials, experts or representatives from the public or private sector as deemed necessary by the MECG;
- Technical Communications Coordinator or alternate.

The MECG may function with only a limited number of persons depending upon the emergency. While the MECG may not require the presence of all the people listed as members of the control group, all members of the MECG must be notified.

4.3 Operating Cycle

Members of the MECG will gather at regular intervals to inform each other of actions taken and problems encountered. The City Manager will establish the frequency of meetings and agenda items. Meetings will be kept as brief as possible thus allowing members to carry out their individual responsibilities. The City Manager's Assistant will maintain status boards and maps, which will be prominently displayed.

4.4 Municipal Emergency Control Group Responsibilities

The members of the MECG are likely to be responsible for the following actions or decisions:

- (a) Calling out and mobilizing their emergency service, agency and equipment;
- (b) Coordinating and directing their service and ensuring that any actions necessary for the mitigation of the effects of the emergency are taken, provided they are not contrary to law;
- (c) Determining if the location and composition of the MECG are appropriate;
- (d) Advising the Mayor as to whether the declaration of an emergency is recommended;
- (e) Advising the Mayor on the need to designate all or part of the City as an emergency area;
- (f) Ensuring that an Emergency Site Manager (ESM) is appointed;
- (g) Ensuring support to the ESM by offering equipment, staff and resources, as required;
- (h) Ordering, coordinating and/or overseeing the evacuation of inhabitants considered being in danger;
- (i) Discontinuing utilities or services provided by public or private concerns, i.e. hydro, water, gas, closing down a shopping plaza/mall;
- (j) Arranging for services and equipment from local agencies not under community control i.e. private contractors, industry, volunteer agencies, service clubs;

- (k) Notifying, requesting assistance from and/or liaison with various levels of government and any public or private agencies not under community control, as considered necessary;
- (l) Determining if additional volunteers are required and if appeals for volunteers are warranted;
- (m) Determining if additional transport is required for evacuation or transport of persons and/or supplies;
- (n) Ensuring that pertinent information regarding the emergency is promptly forwarded to the Emergency Information Coordinator and Citizen Inquiry Supervisor, for dissemination to the media and public;
- (o) Determining the need to establish advisory groups and/or sub-committees, working groups for any aspect of the emergency including recovery;
- (p) Authorizing expenditure of money required for dealing with the emergency;
- (q) Notifying the service, agency or group under their direction, of the termination of the emergency;
- (r) Maintaining a log outlining decisions made and actions taken, and submitting a summary of the log to the City Manager within one week of the termination of the emergency, as required;
- (s) Participating in the debriefing following the emergency.

Section Five

5.1 Municipal Emergency Control Group Individual Responsibilities

1. Mayor or Acting Mayor

The Mayor or Acting Mayor is responsible for:

- (a) Providing overall leadership in responding to an emergency;
- (b) Declaring an emergency within the designated area;
- (c) Declaring that the emergency has terminated (Note: Council may also terminate the emergency);
- (d) Notifying the Emergency Management Ontario, Ministry of Community Safety and Correctional Services of the declaration of the emergency, and termination of the emergency, and are kept informed of the emergency situation.
- (e) Ensuring the members of Council are advised of the declaration and termination of an emergency, and are kept informed of the emergency;
- (f) Maintain a personal log of all actions taken.

2. City Manager / Operations Officer

The City Manager for the City of Temiskaming Shores becomes the Operations Officer and is responsible for:

- (a) Chairing the MECG.
- (b) Depending on the nature of the emergency, activating the emergency notification system through the CEMC or Alternate;
- (c) Ensuring liaison with the Senior Police Officer regarding security arrangements for the EOC.
- (d) As the Operations Officer, coordinating operations within the Emergency Operations Centre, including the scheduling of regular meetings;
- (e) Advising the Mayor on policies and procedures, as appropriate;
- (f) Ensuring liaison with the Emergency Information Officer regarding preparing major announcements and media releases, and approving same, in conjunction with the Mayor, in consultation with the MECG;
- (g) Ensuring that a communications link is established between the MECG and the Emergency Site Manager (ESM);
- (h) Calling out additional City staff to provide assistance, as required;
- (i) Maintain a personal log of all actions taken.

3. Municipal Clerk / Emergency Information Coordinator

The Municipal Clerk / Emergency Information Coordinator is responsible for:

- (a) Acting as the Emergency Information Coordinator during an emergency. The Emergency Information Coordinator is responsible for the dissemination of news and information to the media for the public (see Annex "A").
- (b) Providing information and advice on all municipal legislative matters as may be required;
- (c) Coordinating efforts with Social Services to ensure the well-being of residents who have been displaced from their homes by arranging emergency lodging, clothing, feeding, registration and inquiries and personal services;
- (d) Ensuring liaison with the Senior Police Officer with respect to evacuee centres which can be opened on short notice;

- (e) Coordinating liaison efforts between Social Services and the Medical Officer of Health on areas of mutual concern regarding operations in evacuee centres;
- (f) Ensuring that documentation is maintained and kept for future reference;
- (g) Maintain a personal log of all actions taken.

4. Community Emergency Management Coordinator

The Community Emergency Management Coordinator (CEMC) is responsible for:

- (a) Depending on the nature of the emergency, activating the emergency notification system through the CEMC Alternate;
- (b) Activating and arranging the Emergency Operations Centre;
- (c) Ensuring that security is in place for the EOC and registration of MECC members;
- (d) Ensuring liaison with Senior Police Official(s) regarding security arrangements for the EOC.
- (e) Ensuring that all members of the MECC have necessary plans, resources, supplies, maps, and equipment;
- (f) Providing advice and clarifications about the implementation details of the Emergency Response Plan;
- (g) Supervising the Technical Communications Coordinator;
- (h) Ensuring that the operating cycle is met by the MECC and related documentation is maintained and kept for future reference;
- (i) Addressing any action items that may result from the activation of the Emergency Response Plan and keeping MECC informed of implementation needs;
- (j) Maintaining the records and logs for the purpose of debriefings and post-emergency reporting that will be prepared.
- (k) Maintain a personal log of all actions taken.

5. Fire Chief

The Fire Chief is responsible for:

- (a) Depending on the nature of the emergency, activating the emergency notification system through the CEMC or CEMC Alternate;

- (b) Providing the MECG with information and advise on firefighting and rescue matters;
- (c) Depending on the nature of the emergency, assigning the Emergency Site Manager and informing the MECG;
- (d) Establishing an ongoing communications link with the senior fire official at the scene of the emergency;
- (e) Initiating mutual aid arrangements for the provision of additional firefighters and equipment, if needed;
- (f) Determining the need for additional or special equipment and recommending possible sources of supply, e.g. breathing apparatus, protective clothing;
- (g) Providing assistance to other community departments and agencies and being prepared to take charge of or contribute to non-firefighting operations if necessary, e.g. rescue, first aid, casualty collection, evacuation;
- (h) Providing an Emergency Site Manager, if required.
- (i) Maintain a personal log of all actions taken.

6. Ontario Provincial Police Detachment Commander

The Ontario Provincial Police Detachment Commander is responsible for:

- (a) Depending on the nature of the emergency, activating the emergency notification system through the CEMC or CEMC Alternate;
- (b) Notifying necessary emergency and community services, as required;
- (c) Establishing a site command post with communications to the EOC;
- (d) Depending on the nature of the emergency, assigning the Emergency Site Manager and informing the MECG;
- (e) Establishing an ongoing communications link with the senior police official at the scene of the emergency;
- (f) Depending on the nature of the emergency, establishing the inner perimeter within the emergency area;
- (g) Depending on the nature of the emergency, establishing the outer perimeter in the vicinity of the emergency to facilitate the movement of emergency vehicles and restrict access to all but essential emergency personnel;
- (h) Providing traffic control staff to facilitate the movement of emergency vehicles;

- (i) Depending on the nature of the emergency, alerting persons endangered by the emergency and coordinating evacuation procedures;
- (j) Opening evacuee centres in collaboration with the Social Services Representative;
- (k) Ensuring liaison with the Social Service Officer regarding the establishment and operation of evacuation and reception centres;
- (l) Ensuring the protection of life and property and the provision of law and order.
- (m) Providing for police services in the EOC, evacuee centres, morgues, and other facilities, as required.
- (n) Notifying the coroner of fatalities.
- (j) Ensuring liaison with other community, provincial and federal police agencies, as required.
- (k) Providing an Emergency Site Manager, if required.
- (l) Maintain a personal log of all actions taken.

7. Director of Public Works

The Director of Public Works is responsible for:

- (a) Providing the MCEG with information and advice on engineering and public works matters;
- (b) Depending on the nature of the emergency, activating the emergency notification system through the CEMC or CEMC Alternate;
- (c) Depending on the nature of the emergency, assigning the Emergency Site Manager and informing the MCEG;
- (d) Establishing an ongoing communications link with the senior Public Work's official at the scene of the emergency;
- (e) Ensuring liaison with the public works representative from the neighbouring community(s) to ensure a coordinated response;
- (f) Ensuring provision of engineering assistance;
- (g) Ensuring construction, maintenance and repair of city roads;
- (h) Providing equipment for emergency pumping operations;
- (i) Ensuring liaison with the Fire Chief concerning emergency water supplies for firefighting purposes;
- (j) Providing emergency potable water, supplies and sanitation facilities to the requirements of the Medical Officer of Health;

- (k) Discontinuing any public works service to any resident, as required, and restoring these services when appropriate;
- (l) Ensuring liaison with public utilities to disconnect any service representing a hazard and/or to arrange for the provision of alternate services or functions;
- (m) Providing public works vehicles and equipment as required by any other emergency services;
- (n) Maintain a personal log of all actions taken.

8. Medical Officer of Health

The Medical Officer of Health is responsible for:

- (a) Liaison with all members of the MECG on areas of mutual concern;
- (b) Depending on the nature of the emergency, activating the emergency notification system through the CEMC or CEMC Alternate;
- (c) Ensuring the hospitals and access centers are informed as appropriate in order for these organizations to implement their Emergency Plans as necessary;
- (d) Liaison with the Ontario Ministry of Health and Long Term Care – Public Health Branch;
- (e) Coordinating the response to disease related emergencies or anticipated emergencies such as epidemics according to Ministry of Health policies;
- (f) Depending on the nature of the emergency, assigning the Site Manager and informing the MECG;
- (g) Establishing an ongoing communications link with the senior health official at the scene of the emergency;
- (h) Providing advice and instruction on any matters which may adversely affect the health of the public;
- (i) Liaison with voluntary and private agencies as required for augmenting and coordinating the public health resources;
- (j) Providing authoritative instructions on health and safety matters to the public through the Emergency Information Officer;
- (k) Ensure coordination of all efforts to prevent and control the spread of disease during an emergency;
- (l) Monitor water supplies, including the approval of sources, advice on treatment methods, monitoring to prevent pollution of selected sources and sampling of the distribution system;

- (m) Monitor waste disposal including advice on the disposal of all sanitary waste, body waste and garbage including the disposal of liquid waste. The Health Unit can approve methods and sites for sewage disposal during emergency situations;
- (n) Liaise with other health related services, as required on medical/health matters;
- (o) Monitor food sanitation including ensuring the sanitary control of food supplies at the point of supply, during distribution, packaging and processing, providing advise on potentially unsafe or contaminated foods and providing advise on mass feeding including storage, food handling, personal hygiene and refuse disposal; and
- (p) In the event of mass casualties, the Health Unit will monitor the situation to ensure early and sanitary disposition of human remains in order to minimize the spread of disease.
- (q) Liaison with Senior Ontario Works Officers on areas of mutual concern regarding health services in evacuee centers;
- (r) Liaison with Senior Public Works Officer regarding the need for potable water and sanitation facilities;
- (s) Ensuring public health inspection of emergency sites, where necessary, and evacuee centers to ensure safe water, safe food, and the control and prevention of health hazards;
- (t) Liaison with the Regional Coroner and coordinate resource support as needed;
- (u) Continuing delivery of mandated public health programs and services to ensure continuity of care and general public health protection as resources permit;
- (v) Maintain a personal log of all actions taken.

9. Social Services Representative

The Social Services Representative is responsible for:

General

- (a) The DTSSAB CEMC/CEMC Alternate (or designate) will participate as a member of the MECG and attend at the EOC once activated;
- (b) Coordinate response with appropriate members of the MECG and/or support and advisory groups on required logistics, supplies, and/or advice;

- (c) Liaison with the Ministry of Community & Social Services (MCSS), Ministry of Children's Services (MOC), Ministry of Municipal Affairs & Housing (MMAH) and the Ministry of Health (MOH) as required;
- (d) Continued delivery of mandated DTSSAB programs and services;
- (e) Activation of the DTSSAB's Emergency Response & Business Continuity Plans as appropriate.
- (f) Maintain a personal log of all actions taken.

10. Emergency Medical Services

The Emergency Medical Services is responsible for:

- (a) Ensuring emergency medical services are present at the emergency site;
- (b) Depending on the nature of the emergency, assigning a representative to be present at the emergency site(s) and communicating such with the MECC;
- (c) Establishing an ongoing communications link with the designated senior EMS official at the emergency site(s);
- (d) Advising the MECC if other or additional means of transportation is required for the evacuation of victims;
- (e) Enacting mutual aid protocols with other EMS providers as required and appropriate;
- (f) Ensuring for the basic first aid at evacuation centre(s);
- (g) Liaison with the Ministry of Health CACC, receiving hospitals and Medical Officer of Health as required;
- (h) Maintain detailed documentation on decisions made, actions taken and expenses incurred;
- (i) Assist with the recovery process and the restoration services as soon as deemed appropriate;
- (j) Preparing and submitting a final report containing a review of the operation of emergency medical services including recommendations on possible alterations to the Emergency Response Plan;
- (k) Ensuring liaison with the receiving hospitals;
- (l) Ensuring liaison with the Medical Officer of Health, as required;
- (m) Maintain a personal log of all actions taken.

11. Director of Recreation

The Director of Recreation is responsible for:

- (a) Depending on the nature of the emergency, activating the emergency notification system through the CEMC or CEMC Alternate;
- (b) Calling out additional city staff to provide assistance, as required;
- (c) Ensuring liaison with representatives from the neighbouring community(s) to ensure a coordinated response for potential use of alternate facilities;
- (d) Providing overall direction for emergency evacuation centres;
- (e) Supervising the Evacuation Coordinator;
- (f) Notifying necessary emergency and community services, as required, and ensuring liaison with community support agencies as directed by the MECC (e.g. Canadian Red Cross);
- (g) Providing vehicles and equipment as may be required;
- (h) Coordinating the use of municipal facilities as may be required by the MECC.
- (i) Maintain a personal log of all actions taken.

12. Director of Corporate Services / Human Resources

The Director of Corporate Services / Human Resources is responsible for:

- (a) Coordinating and processing requests for human resources;
- (b) Coordinating offers of, and appeals for, volunteers with the support of the MECC;
- (c) Selecting the most appropriate site/s for the registration of human resources;
- (d) Ensuring records of human resources and administrative detail, that may involve financial liability, are completed;
- (e) Ensuring that a Volunteer Registration Form is completed, when volunteers are involved and a copy of the form is retained for city records;
- (f) Ensuring identification cards are issued to volunteers and temporary employees, where practical;
- (g) Arranging for transportation of human resources to and from site/s;

- (h) Obtaining assistance, if necessary, from Services Canada, as well as other government departments, public and private agencies and volunteer groups;
- (i) Maintain a personal log of all actions taken.

5.2 Support and Advisory Staff Responsibilities

1. Superintendent of Community Programs/Evacuation Coordinator

The Superintendent of Community Programs shall act as the Evacuation Coordinator and is responsible for:

- (a) Under the direction of the Director of Recreation, activating the Municipalities Emergency Evacuation Plan ensuring liaison with the Social Services Representative, and other emergency support agencies as directed by the MCEG (e.g. Canadian Red Cross);
- (b) Coordination and communication of all emergency evacuation procedures so that in the event of an emergency all personnel are aware of the emergency evacuation procedures.
- (c) For the coordination of designated shelters and registration for pets;
- (d) Making arrangements for meals for the staff and registered volunteers at the EOC;
- (e) Ensuring that a representative of the District School Board Ontario Northeast and the Conseil scolaire catholique de district des Grandes-Rivières are notified of the facilities that are required as evacuee centre(s). Ensure that staff/volunteers at the school facilities take direction from the Board representative(s) with respect to its/their maintenance, use and operation;
- (f) Support the overall response with agencies (Canadian Red Cross, Salvation Army, Service Clubs etc.) that are/or may be involved in providing support to evacuees, victims, and volunteers;
- (g) Maintaining detailed documentation on decisions made, actions taken and expenses incurred;
- (h) Assisting with the recovery process and the restoration services as soon as deemed appropriate;
- (i) Preparing and submitting a final report containing a review of the operation of evacuation centre's including recommendations on possible alterations to the Emergency Response Plan.
- (j) Maintain a personal log of all actions taken.

2. Treasurer

The Treasurer is responsible for:

- (a) Providing information and advice on financial matters as they relate to the emergency;
- (b) Ensuring liaison, if necessary, with the Treasurers/Directors of Finance of neighbouring communities;
- (c) Ensuring that records of expenses are maintained for future claim purposes;
- (d) Ensuring the prompt payment and settlement of all legitimate invoices and claims incurred during an emergency.
- (e) Maintain a personal log of all actions taken.

3. Executive/Administrative Assistants

The Executive/Administrative Assistants is responsible for:

- (a) Assisting the City Manager as required;
- (b) Ensuring all important decisions made and actions taken by the MECG are recorded;
- (c) Ensuring that maps and status boards are kept up to date;
- (d) Providing a process for registering MECG members and maintaining a MECG member list;
- (e) Notifying the required support and advisory staff of the emergency, and the location of the Emergency Operations Centre;
- (f) Initiating the opening, operation and staffing of the switchboard at the community offices, as the situation dictates, and ensuring operators are informed of MECG members' telephone numbers in the EOC;
- (g) Arranging for printing of material, as required;
- (h) Coordinating for the provision of clerical staff to assist in the Emergency Operations Centre, as required;
- (i) Upon direction by the Mayor, ensuring that all Council are advised of the declaration and termination of declaration of the emergency;
- (j) Upon direction by the Mayor, arranging special meetings of Council, as required, and advising members of Council of the time, date, and location of the meetings;
- (k) Procuring staff to assist, as required;
- (l) Maintain a personal log of all actions taken.

4. Legal Services Representative

The Legal Services Representative is responsible for:

- (a) Providing advice to any member of the Municipal Emergency Control Group on matters of a legal nature as they may apply to the actions of the City of Temiskaming Shores in its response to the emergency, as requested;
- (b) Maintain a personal log of all actions taken.

5. Purchasing Agent

The Purchasing Agent is responsible for:

- (a) Providing and securing of equipment and supplies not owned by the City of Temiskaming Shores;
- (b) Ensuring liaison with purchasing agents of the neighbouring communities, if necessary;
- (c) Maintaining and updating a list of all vendors (including 24-hour contact numbers) who may be required to provide supplies and equipment;
- (d) Maintain a personal log of all actions taken.

6. Other Agencies

In an emergency, many agencies may be required to work with the Municipal Emergency Control Group such as Office of the Fire Marshal and Emergency Management, Canadian Red Cross, Victim Services of Temiskaming & District, industry, volunteer groups, conservation authorities, and provincial ministries.

7. District School Boards

The District School Boards are responsible for:

- (a) Providing any school (as appropriate and available) for use as an evacuation or reception centre and a representative(s) to coordinate the maintenance, use and operation of the facilities being utilized as evacuation or reception centres;

- (b) Ensuring liaison with the municipality as to protective actions to the schools (i.e. implementing school stay in place procedure and implementing the school evacuation procedure);

8. Timiskaming District Hospital CEO or Designate

The Timiskaming District Hospital CEO is responsible for:

- (a) Implementing the hospital emergency plan;
- (b) Ensuring liaison with the Medical Officer of Health and local ambulance representatives with respect to hospital and medical matters, as required;
- (c) Evaluating requests for the provision of medical site teams/medical triage teams;
- (d) Ensuring liaison with the Ministry of Health and Long Term Care, as appropriate.

9. Technical Communications Officer

The Technical Communications Officer reports to the Community Emergency Management Coordinator and is responsible for:

- (a) Activating the emergency notification system of the local amateur radio operators group, as required;
- (b) Initiating the necessary action to ensure the telephone systems at the community offices function as effectively as possible, as the situation dictates;
- (c) Ensuring that the emergency communications centre is properly equipped and staffed, and working to correct any problems which may arise;
- (d) Maintaining an inventory of municipal and private sector communications equipment and facilities within the municipality, which could, in an emergency, be used to augment existing communication systems;
- (e) Making arrangements to acquire additional communications resources during an emergency.

5.3 Relationship between MECG and Emergency Site Manager (ESM)

Depending on the nature of the emergency, and once the MECG has been assigned, the MECG relationship with the ESM is to offer support with equipment, staff and other resources, as required. The MECG will also ensure that the rest of the community maintains municipal services.

5.4 Relationship between ESM and Command and Control Structures of Emergency Responders

The senior representative for each emergency responder (police, fire, EMS) at the site will consult with the Emergency Site Manager, so as to offer a coordinated and effective response. Regular briefings will be held at the site and chaired by the ESM, so as to establish the manner and process by which response to the emergency will be provided.

5.5 Recovery / Restoration Procedures

The recovery phase will begin after the emergency is stabilized. It may take many years for the community to fully recover from the emergency.

If an evacuation has been carried out, evacuees will be allowed to return to their homes as soon as possible once it has been determined that it is safe to do so. Damage estimation and compensation will be done cooperatively with the Province according to provincial guidelines. The Treasurer will prepare a submission detailing all extraordinary expenses incurred by the municipality in responding to the emergency. If any municipal employees have been injured while responding to the emergency their injuries will be documented and Workplace Safety and Insurance Board informed. Emergency responders and others may need critical incident stress debriefing, grief counseling, etc.

5.6 Post Incident / Exercise Response Evaluation

As soon as is practical, and following the conclusion of any significant emergency event or exercise, the Community Emergency Management Coordinator may conduct a post-incident or exercise review. Such reviews shall be conducted in the form of a meeting or by requesting written inputs from participating departments or agencies regarding problems observed and recommendations for improvements in the Emergency Response Plan, procedures, or training.

The Lead Response Agency (the agency that has the greatest involvement in an incident) may conduct a review of operational activities during an emergency

incident or exercise, either as part of a larger overall review or on an individual basis. Reviews may take the form of a meeting or written inputs from member agencies. Participating agencies are expected to provide written or oral comments and recommendations. These will be consolidated into a summary and provided to the Fire Chief and the Community Emergency Management Coordinator for review and possible revision to the Emergency Response Plan.

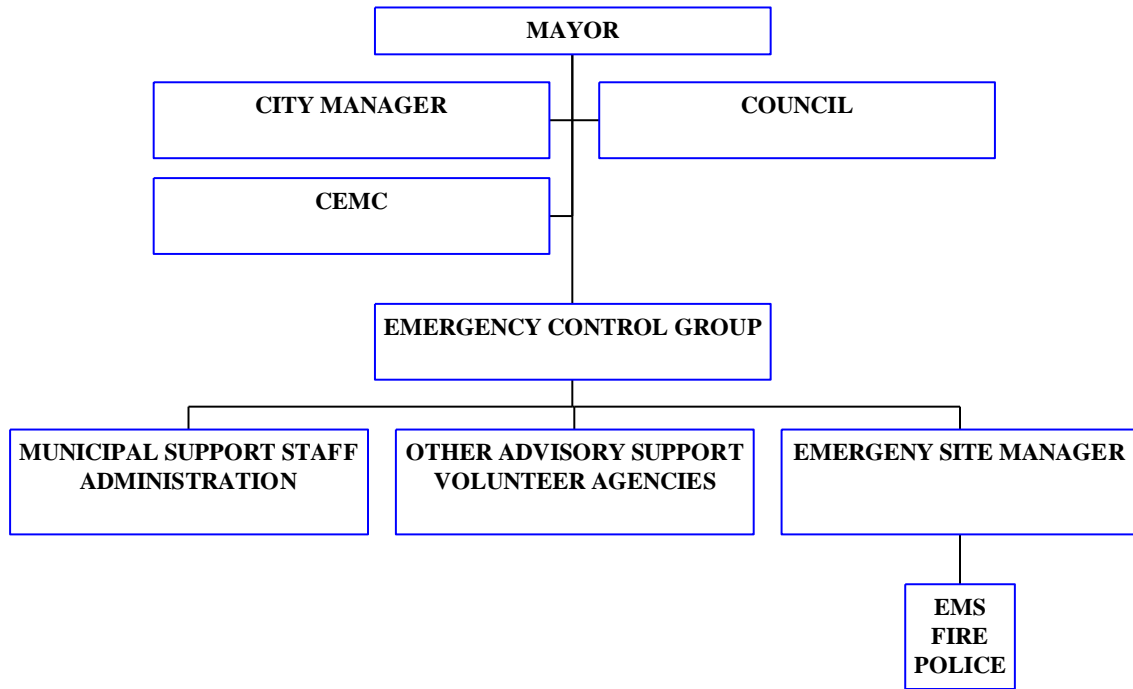
5.7 Plan Maintenance and Revision

This plan will be reviewed annually, and where necessary, revised by a meeting(s) of the Emergency Management Program Committee.

Each time this plan is revised, it must be forwarded to Council for approval. However revisions to the Appendix can be made without resubmitting the plan to Council each time. Council and all other holders of the plan will be notified of any changes.

It is the responsibility of each person, agency, service or department named within this emergency plan to notify the Community Emergency Management Coordinator, of any revisions.

5.8 City of Temiskaming Shores – Emergency Management Organizational Chart



Section Six

6.1 Mutual Aid and Mutual Assistance

The Temiskaming Shores Fire Department participates in a mutual aid agreement with the fire services of all participating municipalities within the Temiskaming District to provide mutual aid for fire suppression, spills, and medical assistance calls. This agreement may be activated by the Fire Chief of the Temiskaming Shores Fire Department at any time without the need to activate the Control Group or implement the City of Temiskaming Shores Emergency Response Plan. The Fire Chief will include in the annual report to Council details of all activations made under this agreement during the subject calendar year.

Annex A – Emergency Public Information Plan

General

Upon implementation of this emergency plan, provision will be made to coordinate the release of accurate information to the news media, issue authoritative instructions to the public, and respond to or redirect individual requests for, or reports on, information concerning any aspects of the emergency. These duties will be the responsibility of the Emergency Information Coordinator.

In order to fulfill these functions it will be necessary to establish Information Centre(s). In addition the following positions may be required:

- (a) An On-scene Spokesperson;
- (b) An Inquiry Supervisor.

Responsibilities of Emergency Information Coordinator

The Emergency Information Coordinator is the Municipal Clerk and is responsible for:

- (a) Establishing a communication link with the on-scene Spokesperson, the Citizen Inquiry Supervisor and any other media co-ordinator(s) (i.e. provincial, federal, private industry, etc.) involved in the incident, and ensuring that all information released to the media and public is consistent and accurate;
- (b) Ensuring that an information centre(s) is set up and staffed;
- (c) Providing liaison with the Emergency Control Group to obtain up-to-date information for the media releases, co-ordinate individual interviews and organize press conferences;
- (d) Ensuring that the following are advised of the telephone number of the information centre(s):
 - Media
 - Emergency Control Group
 - Switchboards (City and Emergency Services)
 - On-Scene Spokesperson
 - Police Public Relations Officer
 - Neighboring Municipalities
 - Any other appropriate persons, agencies or businesses.

- (e) Ensuring that media releases are approved by the City Manager and/or Municipal Clerk (in consultation with the Municipal Emergency Control Group) prior to dissemination, and distributing hard copies of media releases to the Information Centre(s), the Municipal Emergency Control Group, Citizen Inquiry Supervisor and other key persons handling inquiries from the media;
- (f) Monitoring news coverage, and correcting any erroneous information;
- (g) Maintaining copies of media released and newspaper articles pertaining to the emergency.

Responsibilities of the On-Scene Spokesperson

The On-Scene Spokesperson will be appointed by the Emergency Information Coordinator, as required and is responsible for:

- (a) Coordinating the On-Scene Information Centre in a safe, appropriate location;
- (b) Ensuring that media arriving at the site, are directed to the On-Scene Information Centre;
- (c) Relaying information, to the media and/or public, as released by the Public Information Coordinator;
- (d) Coordinating on-scene interviews between the emergency services personnel and the media as directed by the Emergency Information Coordinator.

Annex B – Notification of Public

In the event that a municipal emergency has been declared, the citizens of the City of Temiskaming Shores shall be notified in the following manner:

At the direction of the Municipal Emergency Control Group, the Technical Communications Coordinator shall advise the local radio station (CJTT), of the particulars of the emergency along with the recommended actions for the public to take.

The radio station (CJTT) will then transmit this information to the public at frequent intervals and until further advised by the Public Information Co-ordinator.

If the circumstances of the emergency dictate that all citizens be notified immediately, (i.e evacuation is required) the Municipal Emergency Control Group will then order that the Fire Department's sirens be activated for one minute in each 10 minute period which will advise the public to tune to the local radio station (CJTT) for information.

Mutual Aid will be activated putting other departments on standby alert. Church groups and service clubs will be asked to standby.

For this notification system to be effective, it is imperative that the citizens of the City of Temiskaming Shores be advised that upon hearing the Fire Department siren they should immediately tune to the local radio station (CJTT) to receive up-to-date information and advice.

To ensure that all citizens are made aware of this procedure, the notification procedures and other pertinent information may be included with the municipal tax bills on an annual basis.

Annex C – Canadian Red Cross Form of Agreement

Emergency Evacuation Centres

- (a) Overall supervision, coordination and staffing of the operation of all shelters that have been designated and opened by the MECG;
- (b) For the provision of registration and inquiry services at designated shelters for evacuees, victims, and volunteers;
- (c) To ensure the provision of child care services for children at the evacuation centre(s). Liaise with Police, Fire and Northeastern Ontario Family and Child Services regarding children separated from their families as a result of the emergency;
- (d) Assisting in the distribution of supplies (clothing, food, personal items) where applicable and available for individuals evacuated to emergency centre(s);
- (e) Liaison with the Medical Officer of Health on areas of mutual concern regarding operations in evacuee centre(s);
- (f) Support the overall response with the Evacuation Coordinator and agencies (Salvation Army, Service Clubs etc.) that are/or may be involved in providing support to evacuees, victims, and volunteers;
- (g) Maintaining detailed documentation on decisions made, actions taken and expenses incurred;
- (h) Assisting with the recovery process and the restoration services as soon as deemed appropriate;
- (i) Preparing and submitting a final report containing a review of the operation of evacuation centres including recommendations on possible alterations to the Emergency Response Plan.

The Corporation of the City of Temiskaming Shores

By-law No. 2016-176

**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 November 8, 2016 and its Regular
meeting held on November 15, 2016**

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

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

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

And whereas it is the desire of the Council of The Corporation of the City of Temiskaming Shores to confirm proceedings and By-laws;

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

1. That the actions of the Council at its special meeting held on **November 8, 2016** and its Regular meeting held on **November 1, 2016** with respect to each recommendation, by-law and resolution and other action passed and taken or direction given by Council at its said meeting, is, except where the prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.
2. That the Mayor, or in his absence the presiding officer of Council, and the proper officials of the municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and except where otherwise provided, the Mayor, or in his absence the presiding officer, and the Clerk are hereby directed to execute all documents required by statute to be executed by them, as may be necessary in that behalf and to affix the corporate seal of the municipality to all such documents.

Read a first, second and third time and finally passed this 15th day of November, 2016.

Mayor – Carman Kidd

Clerk – David B. Treen